



**GREATER
DANDENONG**
City of Opportunity

AGENDA

ORDINARY COUNCIL MEETING

MONDAY, 25 NOVEMBER 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

1.2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND

Council acknowledges and pays respect to the past, present and future Traditional Custodians and Elders of this nation and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

1.3 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 Mr Shamim, Navidi from the Spiritual Assembly of the Baha'is, a member of the Greater Dandenong Interfaith Network.

1.4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of Council held 11 November 2019 and Annual Statutory Meeting on 14 November 2019.

Recommendation

That the minutes of the Ordinary Meeting of Council held 11 November 2019 and Annual Statutory Meeting on 14 November 2019 be confirmed.

1.5 ASSEMBLIES OF COUNCIL

The following assemblies of Council occurred in the period 11 November to 20 November 2019:

Date	Meeting Type	Councillors Attending	Councillors Absent	Topics Discussed & Disclosures of Conflict of Interest
11/11/19	Pre-Council Meeting	Peter Brown, Youhorn Chea, Tim Dark (part), Matthew Kirwan, Angela Long, Zaynoun Melhem (part), Jim Memeti, Sean O'Reilly, Maria Sampey (part), Sophie Tan (part), Loi Truong	Nil.	<ul style="list-style-type: none">- Councillor nominations for representation on Council committees, peak industry bodies and community and regional based organisations (Cr Jim Memeti disclosed a Conflict of Interest in part of this item dealing with the Dandenong Market and left the room during discussion of this particular topic).- The agenda for the 2019-2020 Mayoral Election.- Outcome of recent Budget consultations.- Upcoming changes to basement carparking at the Civic Centre (trial period only).- Upcoming Walk Against Family Violence.- Agenda items for the Council Meeting of 11 November 2019.

1.5 ASSEMBLIES OF COUNCIL (Cont.)

Date	Meeting Type	Councillors Attending	Councillors Absent	Topics Discussed & Disclosures of Conflict of Interest
14/11/19	Pre-Annual Statutory Meeting	Peter Brown, Youhorn Chea, Matthew Kirwan, Angela Long, Zaynoun Melhem, Jim Memeti, Sean O'Reilly, Maria Sampey, Sophie Tan		- Pre-Annual Statutory Meeting.
18/11/19	Disability Advisory Committee	Angela Long, Maria Sampey	TBA	- Disability Advisory Committee Meeting
18/11/19	Councillor Briefing Session	Youhorn Chea, Matthew Kirwan, Angela Long, Zaynoun Melhem (part), Jim Memeti, Sean O'Reilly, Maria Sampey, Sophie Tan, Loi Truong	Apologies – Nil.	- CEO Employment Conditions
18/11/19	Councillor Briefing Session	Peter Brown, Youhorn Chea, Matthew Kirwan, Angela Long, Zaynoun Melhem, Jim Memeti, Sean O'Reilly, Maria Sampey, Sophie Tan, Loi Truong	Apologies – Nil.	- Strategic Property Acquisition (CONFIDENTIAL)

Recommendation

That the assemblies of Council listed above be noted.

1.6 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.

2 OFFICERS' REPORTS - PART ONE

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 four [4] items being presented to Council's meeting of 25 November 2019 for signing and sealing as follows:

1. A letter of recognition to Angelina Lau, Corporate Services for 10 years of service to the City of Greater Dandenong;
2. An Instrument of Appointment of Authorised Officer under the provisions of the *Local Government Act 1989*, the *Environment Protection Act 1970*, the *Heritage Act 1995*, the *Land Acquisition and Compensation Act 1986*, the *Planning and Environment Act 1987*, the *Sex Work Act 1994*, the *Subdivisions Act 1988* and the *Victorian Civil and Administrative Tribunal Act 1998* and the Regulations made under each of these Acts; the Local Laws made under the *Local Government Act 1989*; and any other Act, Regulation or delegated legislation (including the Greater Dandenong Planning Scheme) which relates to the powers of the Council made under the provisions and enactments described. This instrument enables the following Council officers to carry out the statutory responsibilities of the above Acts and are subject to policy and delegations previously adopted by Council:
 - Lily Martyn
 - Emma Mydaras;
3. A letter of recognition to Erica De Klerk, Community Services for 10 years of service to the City of Greater Dandenong; and
4. A letter of recognition to Doris Wong, 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 Documents for Tabling

File Id: qA228025
Responsible Officer: Director Corporate Services

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.

2.2.1 Documents for Tabling (Cont.)

List of Reports

Author	Title
Wellsprings for Women	Annual Report 2018-2019

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

Recommendation

That the listed items be received.

2.2.2 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.

2.2.2 Petitions and Joint Letters (Cont.)

Petitions and Joint Letters Tabled

Council received one (1) new petition, no joint letters, no submissions and no petition updates prior to the Council Meeting of 25 November 2019.

- A petition was received from 800 proponents requesting Council to support a two kilometre footpath linking the Patterson Lakes and Chelsea Heights with the River End Road precinct, providing a direct link to the National Water Sports Centre; and for this path to be included in Council's budget. This petition has been forwarded to the relevant Council Business Unit/s for action.

N.B: Where relevant, a summary of the progress of ongoing change.org petitions and any other relevant petitions/joint letters/submissions will be provided in the attachment to this report.

Recommendation

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

2.2.2 Petitions and Joint Letters (Cont.)

DOCUMENTS FOR TABLING

PETITIONS AND JOINT LETTERS

ATTACHMENT 1

PETITIONS AND JOINT LETTERS

PAGES 4 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

2.2.2 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
18/11/19	<p>• Petition Text (Prayer)</p> <p>LINK PATTERSON LAKES TO RIVER END ROAD, BANGHOLME PETITION</p> <p>In 2017, I emailed you all regarding the construction of an underpass beneath the MP Freeway, between Patterson Lakes and the National Water Sports Centre. Thank you for supporting this project!</p> <p>Since this time, I have been working with Martin on your Walking, Cycling and Equestrian Trails consultation. My submission for a connecting path from the underpass, running up River End Road and west along Thames Promenade received support from Cornish College.</p> <p>It will regionally connect the suburbs of Patterson Lakes and Chelsea Heights with the River End Road precinct, providing direct access to the National Water Sports Centre, Melbourne Cable Park, Jolong Park, Cornish College and the Craft and Co winery. River End Road is a lumpy, country like road and a footpath is of great importance to the college, who currently do not have the infrastructure to enable students to safely ride or walk to school.</p> <p>I have a petition with 800 signatures supporting this proposed path, which I would like presented at your next council meeting. The outcome being sought is for the 2km path to be included in your budget to enable it to progress. Can you please assist with the inclusion of the petition in your next meeting?</p> <p>At this meeting would it be possible for councillors to support a motion to budget this project?</p> <p>Please find attached the petition, with the comments and signatures themselves. I would greatly appreciate your support and look forward to hearing from you.</p> <p>.....</p> <p>We request that you support a footpath linking the Patterson Lakes underpass recently completed to River End Road, Bangholme and Thames Promenade, Chelsea Heights.</p>	<p>800</p> <p>836 (as at 20/11/19)</p>	<p>New</p>	<p>Tabled Council Meeting 25 November 2019</p> <p>19/11/19 Responsible Officer – Director Business, Engineering and Major Projects.</p>

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

2.2.2 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.

2.2.2 Petitions and Joint Letters (Cont.)

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2.3 STATUTORY PLANNING APPLICATIONS

2.3.1 Planning Decisions Issued by Planning Minister's Delegate - October 2019

File Id: qA280444

Responsible Officer: Director City Planning, Design and Amenity

Report Summary

This report provides Council with an update on the exercise of delegation by Planning Minister's delegate.

No decisions were reported for the month of October 2019.

Recommendation

That the report be noted.

2.3.2 Planning Delegated Decisions Issued - October 2019

File Id:	qA280
Responsible Officer:	Director City Planning, Design and Amenity
Attachments:	Planning Delegated Decisions Issued – October 2019

Report Summary

This report provides Council with an update on the exercise of delegation by Council officers.

It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in October 2019.

It should be noted that where permits and notices of decision to grant permits have been issued, these applications have been assessed as being generally consistent with the Planning Scheme and Council's policies.

Application numbers with a PLN#.01 or similar, are applications making amendments to previously approved planning permits.

The annotation 'SPEAR' (Streamlined Planning through Electronic Applications and Referrals) identifies where an application has been submitted electronically. SPEAR allows users to process planning permits and subdivision applications online.

Recommendation

That the items be received and noted.

2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

STATUTORY PLANNING APPLICATIONS

PLANNING DELEGATED DECISIONS ISSUED OCTOBER 2019

ATTACHMENT 1

**PLANNING DELEGATED DECISIONS ISSUED
OCTOBER 2019**

PAGES 10 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

City of Greater Dandenong

Planning Delegated Decisions Issued from 01/10/2019 to 31/10/2019

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
140777.01	No	4/5 Reark Avenue NOBLE PARK VIC 3174	Creative Living Innovations Pty Ltd	Amendment to Planning Permit 140777 for the construction of a garage and veranda	Amend endorsed plans to include garage and rear verandah	Delegate	AmendPerm	30/10/2019	Paperbark
PLIN030211.02	No	121-125 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Motorcycle Accessories Supermarket	AMENDMENT TO: To construct building and works and use the site for the purposes of Restricted Retail premises and Retail Premises (Motorcycles Sales) together with associated car parking and landscaping, all in accordance with the endorsed plans.	Amend permit Condition 21 to allow the display of motorcycles externally	Delegate	AmendPerm	31/10/2019	RedGum
PLIN050079.01	No	31-39 Monash Drive DANDENONG SOUTH VIC 3175	Davejoy Pty Ltd	AMENDMENT TO Buildings & Works (Industrial Building Extension)	Amend permit to allow extension to existing warehouse	Delegate	AmendPerm	30/10/2019	RedGum
PLIN130169.02	No	1588 Centre Road SPRINGVALE VIC 3171	Omega Metal Recyclers c/- KLIM Spatial Pty Ltd	AMENDMENT TO: Change of Use (Materials Recycling)	Amend permit preamble, amend condition 2.19 relating to height of stacked vehicles and amend endorsed plans to reflect the use of the site	Delegate	AmendPerm	04/10/2019	Lightwood

01/11/2019

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ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
PLIN13/0410.02	No	78-84 Thomas Murrell Crescent DANDENONG SOUTH VIC 3175	Fulton Hogan c/- AECOM Australia Pty Ltd	Amendment to Planning Permit PLN13/0410 which allows for the use and development of the land for materials recycling (reclaimed asphalt processing facility). The amendment seeks to: 1) Amend the Address of the Land to include the adjoining land at Lot 17 PS526505, 86-88 Thomas Murrell Crescent; 2) Expand the activity area of the use to include the land at Lot 17 PS526505, 86-88 Thomas Murrell Crescent; 3) Revise all plans and documents to reflect the expanded activity area of the use; and 4) Reduce the number of car spaces required.	Amend endorsed plans to include adjoining land parcel, extend current operation area, submit revised plans to reflect amended address and seek a reduction in car parking	Delegate	AmendPerm	17/10/2019	RedGum
PLIN15/0400.03	No	73-85 Thomas Murrell Crescent DANDENONG SOUTH VIC 3175	Cleanaway Waste Management Ltd	AMENDMENT TO: Use of the land for a Transfer Station, the construction of buildings and works (waste processing building and associated amenities), the display of business identification signage, and the reduction of the car parking rate.	Amend permit to allow review and amendment of condition 30.5 and 30.9	Delegate	AmendPerm	08/10/2019	RedGum
PLIN16/0046.02	No	247-263 Greens Road DANDENONG SOUTH VIC 3175	SUB Planning Pty Ltd	AMENDMENT TO: Mixed Use Development	Amend permit preamble and endorsed plans	Delegate	AmendPerm	30/10/2019	RedGum
PLIN16/0299.01	No	125 Colemans Road DANDENONG SOUTH VIC 3175	Dale Grant Building Design	AMENDMENT TO: To construct an industrial building and associated works with a reduction in car parking	Amend permit to extend hardstand area and land incorporated under NICO subdivision plan	Delegate	AmendPerm	31/10/2019	RedGum
PLIN17/0489	No	21-23 Loxwood Avenue KEYSBOROUGH VIC 3173	Urbis Pty Ltd	Development of the land for forty two (42) dwellings, multi lot subdivision, native vegetation removal and creation of reserves.	Neighbourhood Residential 1 Zone, 22130sqm	Delegate	PlanPermit	29/10/2019	Paperbark

01/11/2019

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2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
PLIN18/0021	No	145-151 Stud Road DANDENONG VIC 3175	Ikonomidis Reid	Use and Development of a child care centre, alteration of access to a Road Zone Category 1 and the display of business identification signage	General Residential 1 Zone, 1129sqm, child care centre	Applicant	Withdrawn	02/10/2019	RedGum
PLIN18/0667	No	11 Cardinia Close DANDENONG NORTH VIC 3175	Anthony Danos and/or Nominee	The development of the land for twenty (20) dwellings (eighteen triple storey and two double storey) and the removal of native vegetation	The proposal fails to comply with Clauses 15.01-25 (Building Design), 21.05 (Built Form), 22.09 (Residential Development and Neighbourhood Character) and Clause 32.08 (General Residential Zone)	Delegate	Refusal	14/10/2019	Silverleaf
PLIN19/0171	No	4/400-408 Princes Highway NOBLE PARK NORTH VIC 3174	Gary Ayre	To use the land for a Retail Premises (Car Sales)	Commercial 2 Zone, vehicle storage	Delegate	PlanPermit	22/10/2019	Silverleaf
PLIN19/0172	No	21 Frederick Street DANDENONG VIC 3175	Whelan Design	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 775sqm	Delegate	PlanPermit	04/10/2019	RedGum
PLIN19/0199	No	Mt Hira College 185 Perry Road KEYSBOROUGH VIC 3173	MSM & Associates Pty Ltd	To construct buildings and works associated with Stage 3 of development for the purpose of extensions to the existing education centre and ancillary sporting facilities and to display advertising signage	Special Use 4 Zone, 2035sqm, extension to existing building and new two storey building	Delegate	PlanPermit	24/10/2019	RedGum
PLIN19/0201	No	56 Nockolds Crescent NOBLE PARK VIC 3174	MB Design Studio	Development of the land for four (4) double dwellings	General Residential 1 Zone, 986.6qm	Delegate	NOD	31/10/2019	Paperbark
PLIN19/0205	No	2 Diwai Close NOBLE PARK NORTH VIC 3174	Selmo Suljic	Development of the land for two (2) double storey dwellings	Neighbourhood Residential 1 Zone, 525sqm	Delegate	NOD	22/10/2019	Silverleaf
PLIN19/0206	No	59 Victoria Court SPRINGVALE VIC 3171	Quang Pham Architecture	Development of the land for three (3) dwellings comprising two (2) double storey dwellings to the front and one (1) single storey dwelling to the rear	General Residential 1 Zone, 750sqm	Delegate	NOD	24/10/2019	Lightwood

01/11/2019

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ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
PLIN19/0214	No	79 Callander Road NOBLE PARK VIC 3174	Your Design Group Pty Ltd	Development of the land for five (5) double dwellings	General Residential 1 Zone, 1337sqm	Delegate	PlanPermit	24/10/2019	Paperbark
PLIN19/0228	No	24 King George Parade DANDENONG VIC 3175	Oday Akram Mohammed Alsharbat	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 734sqm	Delegate	PlanPermit	16/10/2019	RedGum
PLIN19/0232	No	41 Liege Avenue NOBLE PARK VIC 3174	Chang Ma	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 865sqm	Delegate	PlanPermit	21/10/2019	Paperbark
PLIN19/0238	No	149 Darren Road KEYSBOROUGH VIC 3173	M4 Building Design	Development of the land for two (2) double storey dwellings.	The proposal fails to comply with Clause 22.09-3.1 (Residential Development & Neighbourhood Character Policy), Clause 22.09-3.4 (Built Form), Clause 55 (Standards) and Clause 52.06-9 (Design Standard)	Delegate	Refusal	10/10/2019	Paperbark
PLIN19/0263	No	230 Springvale Road SPRINGVALE VIC 3171	Jenny Foo & Co Pty Ltd	To display business identification signage	No response to further information request	Delegate	Lapsed	14/10/2019	Lightwood
PLIN19/0264	No	9 Beverley Place KEYSBOROUGH VIC 3173	Constructive Ideas	Development of the land for a single storey dwelling to the rear of an existing dwelling, alterations and additions to the existing dwelling, and the Subdivision of the land into two (2) lots	General Residential 1 Zone, 751sqm	Delegate	PlanPermit	17/10/2019	Paperbark
PLIN19/0269	No	27 Philip Street DANDENONG NORTH VIC 3175	Aru Design	Development of the land for two (2) dwellings (one double storey dwelling and one single storey dwelling to the rear)	General Residential 1 Zone, 626sqm	Delegate	PlanPermit	18/10/2019	RedGum
PLIN19/0306	No	106 Fox Drive DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	Development of the land for a warehouse	Industrial 1 Zone, 1130sqm, warehouse	Delegate	PlanPermit	04/10/2019	RedGum

01/11/2019

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ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
PLIN19/0307	No	98 Fox Drive DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	Development of the land for a warehouse	Industrial 1 Zone, 1179sqm, warehouse	Delegate	PlanPermit	04/10/2019	RedGum
PLIN19/0320	No	21 Wilma Avenue DANDENONG VIC 3175	Strait-Line Builders & Drafters Pty Ltd	Development of the land for four (4) dwellings comprising three (3) double storey dwellings to the front and one (1) single storey dwelling to the rear.	General Residential 1 Zone, 997sqm	Delegate	PlanPermit	25/10/2019	RedGum
PLIN19/0324	No	91 Colemans Road DANDENONG SOUTH VIC 3175	Chadwick Investments Pty Ltd	Buildings and Works (Warehouse x2) and reduction to the car parking requirement	Industrial 1 Zone, 8160sqm, warehouse x2 and reduction to the car parking requirement	Delegate	PlanPermit	14/10/2019	RedGum
PLIN19/0327	No	102 Fox Drive DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	Development of the land for a warehouse	Industrial 1 Zone, 1286sqm, warehouse	Delegate	PlanPermit	04/10/2019	RedGum
PLIN19/0344	No	39 Regent Avenue SPRINGVALE VIC 3171	Architeria Architects	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 865sqm	Delegate	PlanPermit	30/10/2019	Lightwood
PLIN19/0347	No	289 Cheltenham Road KEYSBOROUGH VIC 3173	Taylor's Development Strategists Pty Ltd	The removal of a restrictive covenant	Residential	Delegate	PlanPermit	17/10/2019	Paperbark
PLIN19/0349	No	1/64 Bennet Street DANDENONG VIC 3175	Ulma Kenway Nominees Pty Ltd	Subdivision of land and removal of native vegetation	Industrial	Delegate	PlanPermit	29/10/2019	RedGum
PLIN19/0353	No	2 Vision Street DANDENONG SOUTH VIC 3175	Pellicano Investments 4 Pty Ltd	Development of the land for a warehouse and to reduce the car parking requirements	Industrial 1 Zone, 20152sqm, warehouse, reduction in car parking	Delegate	PlanPermit	10/10/2019	RedGum
PLIN19/0364	No	4A Lonsdale Street DANDENONG VIC 3175	JemPLAN Pty Ltd	Development of the land for facade works and the development and display of illuminated and non-illuminated business identification signage	Industrial 1 Zone, portal & signage	Delegate	PlanPermit	09/10/2019	RedGum

01/11/2019

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2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
PLIN19/0368	No	5 Weiwin Court KEYSBOROUGH VIC 3173	Hewa Palandage Ruwanki Sakunika Senaratna	Development of the land into two (2) dwellings comprising one (1) double storey and one (1) single storey to the rear	Neighbourhood Residential 1 Zone, 799sqm	Delegate	PlanPermit	30/10/2019	Paperbark
PLIN19/0374	No	50 David Street DANDENONG VIC 3175	McGann Architects	Development of the land for one (1) single storey dwelling to the rear of an existing double storey dwelling, the construction of a front fence exceeding 1.2 metres and the subdivision of the land into two (2) lots	General Residential 1 Zone, 712.306sqm	Delegate	NOD	31/10/2019	RedGum
PLIN19/0375	No	Hub Arcade 43/15-23 Langhorne Street DANDENONG VIC 3175	Lateef Mohammed	Reduction in Car Parking Requirements DECLARED AREA	No response to further information request	Delegate	Lapsed	07/10/2019	RedGum
PLIN19/0377	No	1/1 Rex Court NOBLE PARK VIC 3174	Nobelius Land Surveyors Pty Ltd	Subdivision x 3 SPEAR and alteration to easement (E-1)	Residential	Delegate	PlanPermit	11/10/2019	Paperbark
PLIN19/0379	No	5 Short Street DANDENONG VIC 3175	Pacific Blue Smash Repair	The use of part of the land for car sales	Industrial 1 Zone, addition of motor vehicle sales to panel beater workshop	Delegate	PlanPermit	11/10/2019	RedGum
PLIN19/0382	No	10 Futura Road KEYSBOROUGH VIC 3173	Impact Property Design Pty Ltd	Reduction in the Car Parking Requirements associated with Motor Repairs	Industrial 1 Zone, reduction in car parking	Delegate	PlanPermit	15/10/2019	Paperbark
PLIN19/0394	No	10 Noble Street NOBLE PARK VIC 3174	AMS Pty Ltd	Subdivision x 4 SPEAR	Residential	Delegate	PlanPermit	08/10/2019	Paperbark
PLIN19/0403	No	13 Healey Road DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	Development of the land for a warehouse extension, water tank and associated works	Industrial 1 Zone, 1526sqm, warehouse extension and associated car parking	Delegate	PlanPermit	30/10/2019	RedGum
PLIN19/0409	Yes	37 Red Brush Drive KEYSBOROUGH VIC 3173	Tarawill Building Design	Buildings and Works (Alfresco) VICSMART	General Residential 2 Zone, 272sqm	Delegate	PlanPermit	28/10/2019	RedGum

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ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
PLIN19/0414	No	First Floor 343-345 Lonsdale Street DANDENONG VIC 3175	Word Dominion Chapel Incorporate	Use of the land for a Place of Worship and a reduction to the number of car spaces required DECLARED AREA	Comprehensive Development 2 Zone, place of worship, 15 people	Delegate	Plan Permit	25/10/2019	RedGum
PLIN19/0421	No	2-4/44-48 Mills Road DANDENONG VIC 3175	Bingo Property (Vic) Pty Ltd	Development of the land for a warehouse, construction of weighbridges, office/amenity buildings, tanks, and associated works, to display business identification signage, and reduction to the car parking requirement and bicycle facilities.	Industrial 1 Zone, 2670sqm, construction of new shed, three new weigh bridges, installation of palisade fence, self bounded fuel tank	Applicant	Withdrawn	21/10/2019	RedGum
PLIN19/0422	No	8/44-50 Westall Road SPRINGVALE VIC 3171	Finance Funding Solutions Pty Ltd	To use the land for Motor Vehicle Sales	Industrial 1 Zone, motor vehicle sales	Delegate	Plan Permit	30/10/2019	Lightwood
PLIN19/0423.01	Yes	16 Princes Highway DANDENONG VIC 3175	Five Squared Developments Pty Ltd	AMENDMENT TO: To display business identification signage and a reduction in the car parking requirements associated with an office DECLARED AREA (VICSMART)	Amend permit condition 4 to allow more than 8 staff at one time	Delegate	AmendPermit	10/10/2019	RedGum
PLIN19/0428	No	117 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Zbig Szczepanski Architect	Buildings and Works (Office Entry & Canopy)	No response to further information request	Delegate	Lapsed	22/10/2019	RedGum
PLIN19/0430	No	852-864 Princes Highway SPRINGVALE VIC 3171	Asoka Ratnasakera	Buildings and Works (Swimming Pool Display x-5)	Commercial 2 Zone, 4 inground and 1 above ground pools	Delegate	Plan Permit	29/10/2019	Lightwood
PLIN19/0433	No	13/21 Mills Road DANDENONG VIC 3175	Mohammed Bayat	Change of Use (Material Recycling)	No response to further information request	Delegate	Lapsed	24/10/2019	RedGum
PLIN19/0436	No	27 Boolboora Road SPRINGVALE VIC 3171	FBJ Insulated Panel Systems Pty Ltd	Buildings and Works (Freezer Room)	Industrial 1 Zone, 31sqm, conversion of butcher room to freezer	Applicant	Withdrawn	03/10/2019	Lightwood

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2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
PLIN19/0437	No	1/221-239 Browns Road NOBLE PARK NORTH VIC 3174	Schmitz Cargobull Pty Ltd	To display two (2) internally illuminated business identification signs	Commercial 2 Zone, business identification sign	Delegate	PlanPermit	29/10/2019	Silverleaf
PLIN19/0442	No	53 Wedge Street DANDENONG VIC 3175	R D Carter & Associates Pty Ltd	Subdivision x 4 SPEAR	Residential	Delegate	PlanPermit	17/10/2019	RedGum
PLIN19/0445	No	74 Herbert Street DANDENONG VIC 3175	Nilsson Noel & Holmes (Surveyors) Pty Ltd	Subdivision x 8 SPEAR	Residential	Delegate	PlanPermit	21/10/2019	RedGum
PLIN19/0451	No	60-64 Hemmings Street DANDENONG VIC 3175	Yapo Top Tray Transport Pty Ltd	Use of the land for a truck depot	No response to further information request	Delegate	Lapsed	29/10/2019	RedGum
PLIN19/0454	No	38 Herbert Street DANDENONG VIC 3175	Nobelius Land Surveyors Pty Ltd	Variation and Removal of Easement SPEAR	Residential	Delegate	PlanPermit	22/10/2019	RedGum
PLIN19/0458	No	26 Thomas Street NOBLE PARK VIC 3174	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into two (2) lots	Residential	Delegate	PlanPermit	16/10/2019	Paperbark
PLIN19/0464	No	556-576 Princes Highway NOBLE PARK NORTH VIC 3174	Stephen D'Andrea Pty Ltd	Building and works for the construction of twenty six (26) warehouses and alteration of access to a road in a Road Zone Category 1	Commercial 2 Zone, 1169sqm, 26 x warehouses with ancillary offices and car parking	Delegate	PlanPermit	24/10/2019	Silverleaf
PLIN19/0466	No	39 Elk Crescent NOBLE PARK VIC 3174	Meridian Land Surveyors Pty Ltd	Subdivision x 6 SPEAR	Residential	Delegate	PlanPermit	31/10/2019	Paperbark
PLIN19/0470	No	9 Wall Street NOBLE PARK VIC 3174	Arenga Two Pty Ltd	Subdivision of the land into three (3) lots	Residential	Delegate	PlanPermit	18/10/2019	Paperbark

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ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - October 2019 (Cont.)

Application ID	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Date	Ward
PLIN19/0478	No	42 Kimberly Road DANDENONG SOUTH VIC 3175	A1 House Plans	Buildings and Works (Warehouse) & Reduction in Car Parking Requirements	Industrial 1 Zone, 139sqm, warehouse extension and reduce number of car parking spaces by 2	Applicant	Withdrawn	17/10/2019	RedGum
PLIN19/0484	Yes	247-263 Greens Road DANDENONG SOUTH VIC 3175	Karl Simity	Buildings and Works (Mezzanine) and Reduction in Car Parking Requirements VICSMART	Industrial 3 Zone, 80sqm, reduction in car parking	Delegate	PlanPermit	18/10/2019	RedGum
PLIN19/0495	No	17 Jesson Crescent DANDENONG VIC 3175	Nilsson Noel & Holmes (Surveyors) Pty Ltd	Subdivide the land into eight (8) lots	Residential	Delegate	PlanPermit	17/10/2019	RedGum
PLIN19/0503	Yes	Ground Floor, 285-287 Lonsdale Street DANDENONG VIC 3175	Heng Huot Pty Ltd	Buildings and Works (Shop Front) VICSMART DECLARED AREA	Comprehensive Development 2 Zone, install glazed door and stairs to first floor	Delegate	PlanPermit	16/10/2019	RedGum
PLIN19/0511	Yes	1 Bamba Court NOBLE PARK VIC 3174	Benchmark Land Surveyors	Subdivision x 2 SPEAR (VICSMART)	Residential	Delegate	PlanPermit	23/10/2019	Lightwood
PLIN19/0512	Yes	107 Harold Road SPRINGVALE SOUTH VIC 3172	B R Smith & Associates Surveyors	Subdivision of the land into two (2) lots (VICSMART)	Residential	Delegate	PlanPermit	25/10/2019	Lightwood
PLIN19/0513	Yes	458-460 Springvale Road SPRINGVALE SOUTH VIC 3172	Khmer Buddhist Society Incorporated	Buildings and Works (Stage) VICSMART	General Residential 1 Zone, 344.5sqm	Applicant	Withdrawn	28/10/2019	Lightwood
PLIN19/0523	No	47 Sylvia Street DANDENONG NORTH VIC 3175	Hatch & Hatch Licensed Land Surveyors	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	30/10/2019	Silverleaf
PLIN19/0528	No	24 Moodemere Street NOBLE PARK VIC 3174	Nobellus Land Surveyors Pty Ltd	Subdivision x 2 SPEAR	Residential	Delegate	PlanPermit	31/10/2019	Paperbark

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2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462)

File Id:	386475
Responsible Officer:	Director City Planning, Design and Amenity
Attachments:	Assessed Plans

Application Summary

Applicant:	Melbourne Cable Park Pty Ltd
Proposal:	Use of the land for the sale and consumption of liquor
Zone:	Green Wedge Zone, Urban Floodway Zone, Public Use Zone – Schedule 1.
Overlay:	Environmental Significance Overlay – Schedule 3.
Ward:	Red Gum

This application has been brought before the Council because Council's Instrument of Delegation requires all liquor licence application decisions (with the exception of those associated with a food and drink premises), be determined by Council.

The application proposes to use land to sell and consume liquor within an existing outdoor recreation facility (Melbourne Cable Park).

A permit is required pursuant to Clause 52.27 of the Greater Dandenong Planning Scheme to use land to sell or consume liquor.

Objectors Summary

The application was advertised to the surrounding area through the erection of a notice on-site notices and the mailing of notices to adjoining and surrounding owners and occupiers. Zero (0) objections were received to the application.

Assessment Summary

The use of the land for the sale and consumption of liquor is not considered to result in adverse amenity impacts on the surrounding area, subject to conditions to ensure that the use is appropriately controlled and maintained.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

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 with this report recommending that the application be supported, and that a **Permit** be granted subject to conditions as set out in the recommendation.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**Subject Site and Surrounds****Subject Site**

- The subject land is known as number 5 Riverend Road, and contains the existing Melbourne Cable Park, approved under planning permit PLN15/0156.03.
- The site is generally rectangular in shape, and has an area of approximately 15.9 hectares.
- The site has a generally flat topography.
- The site is situated adjacent to the northern bank of the Patterson River and occupies land between the Mornington Peninsula Freeway to the west and Riverend Road to the east.
- The site is afforded vehicular access via Riverend Road to the north-east, which links to a primary internal access road running north-east to south-west across the site. The primary access road provides a connection to the existing rowing sheds and car park associated with the NWSC located in the south-west corner.
- The site contains lakes, climbing structures and buildings associated with the existing use of the land by Melbourne Cable Park for cable wakeboarding and kneeboarding, aquapark, climbing and other outdoor recreation activities.

Surrounding Area

- The subject site is located directly adjacent to the Mornington Peninsula Freeway (a major road), which abuts the western boundary of the site.
- To the north, the subject land is bounded by the vacant grasslands forming part of the grounds of Cornish College (a secondary school).
- The NWSC and Patterson River are located directly to the south of the subject site.
- Land on the southern bank of the Patterson River, approximately 250 metres is occupied by the Eastern Treatment Plant.
- Vacant farmland is located approximately 30 metres to the east of the site (opposite Riverend Road).
- Land in the wider surrounding environs is predominantly undeveloped and/or utilised for basic small scale agricultural activities, with a horse training facility located approximately 1km to the north-east of the site.
- Residential development located approximately 150 metres to the west of the site (in the City of Kingston) and is separated by six (6) lanes of roadway including both the Mornington Peninsula Freeway and Wells Road.
- The subject site is located approximately 3.3km from an industrial area to the north-east.
- Central Dandenong Activity Centre is located approximately 8.1km to the north, north-east of the subject site.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Locality Plan



Background

Previous Applications

A search of Council records revealed that Council has previously considered the following planning applications for the site:

- PLN15/0156.03 issued on 17/8/2015 and amended on 25/8/2016, 19/7/2017 and 8/6/2018. This permit allows for the use and development of the land for an Outdoor Recreation Facility (water sports lakes, climbing facility, canoe, kayak, slalom and a visitor's centre), the display of business identification signage, and a waiver of the loading bay requirements, and associated earthworks.

Proposal

The application proposes to use the land to sell and consume liquor on the site of the existing Melbourne Cable Park.

The site has been operating as an outdoor recreation facility for almost three years. In that time, the site has not had a liquor licence. The applicant is now proposing to sell liquor within the café/kiosk and allow for consumption anywhere on site, with the exception of three (3) alcohol free zones located on the north west, north east and south west boundaries of the site, behind the three lakes.

The application proposes to sell liquor between the following hours:

Sunday: Between 12noon and 11pm

Good Friday and ANZAC day: Between 12noon and 11pm

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Any other day: between 12 noon and 11pm

Maximum patron numbers: 650

The applicant has provided a Patron Management Plan, noting (among other things) the following:

- *Floor staff will ensure that patrons do not leave the premises with alcohol.*
- *Patrons still participating in Park activities will not be served alcohol. This will be managed by the removal or de-activation of wristbands where appropriate.*
- *All staff regardless of the time of day or the operational status of our serving of alcohol are responsible for monitoring that Patron's undertaking activities are not under the influence of alcohol and drugs.*

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

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

No financial resources are impacted by this report.

Planning Scheme and Policy Frameworks

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

- Pursuant to Clause 52.27, a planning permit is required to use land to sell or consume liquor.

The relevant controls and policies are as follows:

Zoning Controls

Green Wedge Zone

The subject site is partially located in a Green Wedge Zone, as is the surrounding area. The purpose of the zone outlined at Clause 35.04 is (**highlighted for emphasis**):

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To provide for the use of land for agriculture.*
- *To recognise, protect and conserve green wedge land for its agricultural, environmental, historic, landscape, **recreational and tourism opportunities**, and mineral and stone resources.*
- *To encourage use and development that is consistent with sustainable land management practices.*
- *To encourage sustainable farming activities and provide opportunity for a variety of productive agricultural uses.*

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

- *To protect, conserve and enhance the cultural heritage significance and the character of open rural and scenic non-urban landscapes.*
- *To protect and enhance the biodiversity of the area.*

A planning permit is not required for the use of the land for the sale and consumption of liquor under the Green Wedge Zone. It should be noted that a planning permit has already been issued for the use and development of the land for an outdoor recreation facility (PLN15/0156.03).

Urban Floodway Zone

The subject site is partially located in an Urban Floodway Zone, as is the surrounding area. The purpose of the zone outlined at Clause 37.03 is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To identify waterways, major floodpaths, drainage depressions and high hazard areas within urban areas which have the greatest risk and frequency of being affected by flooding.*
- *To ensure that any development maintains the free passage and temporary storage of floodwater, minimises flood damage and is compatible with flood hazard, local drainage conditions and the minimisation of soil erosion, sedimentation and silting.*
- *To reflect any declarations under Division 4 of Part 10 of the Water Act, 1989.*
- *To protect water quality and waterways as natural resources in accordance with the provisions of relevant State Environment Protection Policies, and particularly in accordance with Clauses 33 and 35 of the State Environment Protection Policy (Waters of Victoria).*

A planning permit is not required for the use of the land for the sale and consumption of liquor under the Urban Floodway Zone. It should be noted that a planning permit has already been issued for the use and development of the land for an outdoor recreation facility (PLN15/0156.03).

Public Use Zone

The subject site is partially located in a Public Use Zone, as is the surrounding area. The purpose of the zone outlined at Clause 36.01 is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To recognise public land use for public utility and community services and facilities.*
- *To provide for associated uses that are consistent with the intent of the public land reservation or purpose.*

A planning permit is not required for the use of the land for the sale and consumption of liquor under the Public Use Zone. It should be noted that a planning permit has already been issued for the use and development of the land for an outdoor recreation facility (PLN15/0156.03).

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Overlay Controls

The subject site is affected by an Environmental Significance Overlay – Schedule 3 (ESO3) ‘Eastern Treatment Plan Buffer Area’. The purpose of the ESO is to:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To identify areas where the development of land may be affected by environmental constraints.*
- *To ensure that development is compatible with identified environmental values.*

A planning permit is not required for the use of the land for the sale and consumption of liquor under the Environmental Significance Overlay Schedule 3. It should be noted that a planning permit has already been issued for the use and development of the land for an outdoor recreation facility (PLN15/0156.03).

Planning Policy Framework

The **Operation of the 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.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**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 meets 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. Clause 17.04-1S (facilitating tourism) has the objective to encourage tourism development to maximise the economic, social and cultural benefits of developing the state as a competitive domestic and international tourist destination.

Local Planning Policy Framework

The Local Planning Policy Framework (LPPF) includes the Municipal Strategic Statement (MSS) and Local Policies.

Clause 21.04 – Land Use

Clause 21.04 outlines retail, commerce and entertainment land use objectives. Those relevant include.

- *To promote and further develop Central Dandenong as the pre-eminent regional centre for retail, commercial, entertainment and community services in Melbourne's South East.*
- *To reinforce and develop the role, character and identity of activity centres outside of Central Dandenong.*
- *To encourage a mix of complimentary land uses that increase and activity centre's commercial variety without compromising its core commercial strengths.*
- *To encourage greater visitation to the activity centres.*
- *To create positive social, cultural and economic perceptions of activity centres.*
- *To protect the amenity of new residential precincts within activity centres from the adverse impact of the commercial operation of the centre in terms of noise, lighting, and significant odours.*

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Clause 22.02 Green Wedge

Clause 22.02 outlines Green Wedge land use and development objectives. Those relevant include.

- *To give effect to Council's vision for the Greater Dandenong Green Wedge.*
- *To carefully locate and manage land uses to be consistent with the vision of the Greater Dandenong Green Wedge.*
- *To improve water quality and protect infrastructure assets and private property.*
- *To give priority to the protection and management of ecological areas of the highest value.*
- *To encourage sustainable land use practices.*
- *To provide clear guidance to stakeholders with regard to appropriate uses and forms of development.*
- *To support vehicles and active transport in a safe, efficient and legible manner.*
- *To protect and conserve areas of known and unknown Aboriginal cultural heritage.*
- *To respect landscape values.*

The policy is based on the Green Wedge Management Plan (Revised, January 2017), which identifies the subject site as being within the Bangholme Lowland Precinct (agriculture, other rural uses, open space and **recreation uses**).

Particular Provisions

Clause 52.27 – Licenced Premises

This Clause needs to be considered as part of the assessment of this application. 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 licenced, or to be licenced, 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.*
- *A different licence or category of licence is required from that which is in force.*
- *The hours of trading allowed under a licence are to be extended.*
- *The number of patrons allowed under a licence is to be increased.*
- *The area that liquor is allowed to be consumed or supplied under a licence is to be increased.*

This does not apply to:

- *To a limited licence.*
- *To a licence to manufacture liquor.*

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

- *If the schedule to this clause specifies that a permit is not required to use land to sell or consume liquor under a particular type of licence.*
- *To a variation that reduces the hours of trading allowed under a licence.*
- *To a variation that reduces the number of patrons allowed under a licence.*
- *To a variation that reduces the area within which liquor is allowed to be consumed or supplied under a licence.*
- *To a variation of licence at the initiative of the Victorian Commission for Gambling and Liquor Regulation, pursuant to Section 58 of the Liquor Control Reform Act 1998.*
- *To a variation of licence for a variation prescribed in Part 6, Regulation 31 of the Liquor Control Reform Regulations 2009.*
- *If a different licence or category of licence is required solely as a result of changes to licence categories.*
- *To a licence to sell only packaged liquor for consumption elsewhere issued before 8 April 2011.*

The schedule to this clause may specify that a permit may not be granted to use land to sell or consume liquor under a particular type of licence.

A permit is required under Clause 52.27 as 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. Of relevance is the following:

- The matters set out in section 60 of the Act.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.

Council policy

Alcohol Management Policy

Council's Alcohol Management Policy has been developed to support the City's economic vitality, while enhancing safety, amenity, health and wellbeing in the City of Greater Dandenong through the effective assessment and enforcement of matters relevant to alcohol supply and use within the Municipality.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

The policy applies to all new liquor licences, including those for events and activities in Council venues. The policy creates a consistent and integrated approach across planning, regulation, enforcement and community safety activities of Council.

The policy ensures that applicants for planning permits where a liquor licence is required prepare an Alcohol Management Plan as part of their application. An Alcohol Management Plan must be completed in order to manage and mitigate potential risks with the provision of alcohol.

Information Guidelines have been developed to assist applicants with the preparation of Alcohol Management Plans. The draft guidelines also provide a checklist to explain to applicants how Council planners will assess liquor licence applications and seek to improve future applicants' understanding of the responsibilities and potential risks associated with the sale of alcohol.

This policy was adopted on 9 December 2013, however, is not incorporated into the Greater Dandenong Planning Scheme.

Community Wellbeing Plan 2017-2021

The Community Wellbeing Plan 2017-21 (CWP) sets out the health priorities for the City of Greater Dandenong and seeks to improve health and wellbeing outcomes. The CWP was prepared in accordance with the requirements of section 24 of the *Victorian Public Health and Wellbeing Act 2008*.

Council's main goal is to assist residents so that they can live rewarding, healthy and socially connected lives. The CWP seeks to achieve lasting improvements in the health of all residents, with a particular focus on those more vulnerable people experiencing poor health.

To achieve this Council works in collaboration with other levels of government, community health providers and service agencies to pursue CWP health priorities and seek improved rates of chronic and preventable diseases.

The four community wellbeing priorities are:

- Community infrastructure, transport and environment
- Learning and employment
- Mental and physical health
- Engagement, social cohesion and safety

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Community Safety Plan 2015-22

The Community Safety Plan outlines ways we can achieve a safe and harmonious community, reduce the risk of crime and anti-social behaviour and improve community perceptions of safety. The Plan is overseen by the Greater Dandenong Community Safety Advisory Committee. In order to achieve positive community safety outcomes for our community residents, Council and organisations such as Victoria Police all need to work together.

There are six key priorities:

- Support diversity and promote harmony
- Preventing family violence
- Creating safer public places
- Safety for road users, pedestrians and commuters
- Addressing alcohol and other drug harms
- Emerging technology and safety

Restrictive Covenants

It is noted that the subject site is identified as Crown Land, per Crown Allotment 2210 on Crown Diagram PP3025_2210. There are no restrictive covenants registered on this title.

Council Plan 2017-2021 – 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.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**Referrals**

The application was not required to be referred to any external referral authorities pursuant to Section 55 of the Planning and Environment Act 1987. However, the application was referred to Victoria Police for comment. Victoria Police provided a response noting no objections and no conditions.

Internal

The application was internally referred to Council's Community Wellbeing for their consideration.

Council's Community Wellbeing team have advised the following;

- The Patron Management Plan does not adequately mitigate alcohol related impacts to amenity, behaviour and compliance.
- The proposed consumption of liquor is not supported as the harm associated with the consumption of alcohol cannot be mitigated through Responsible Service of Alcohol or crown control on a site that allows with up to 650 patrons across 15.9 hectares, beside large bodies of water, high risk aquatic sports and high ropes activities.
- The concern is raised in relation to the risk posed by alcohol consumption on the safety of facility users around dangerous water-based activities.
- A liquor licence confining the sale and consumption within the café/kiosk could be supported, subject to and a red line area limited to the area between the two main lakes, excluding the climbing structure and a maximum of 300 patrons within the red line area (see conditions 1, 2, 4, 5 and 9).
- It is recommended that:
 - the Patron Management Plan be amended to include staff and crowd control to patron ratios, along with the current prescribed duties for events, functions, parties and expected peak times (see condition 2).
 - to mitigate risk to underage patrons using the park who require supervision by a capable guardian, that the Patron Management Plan be updated to include provision that all guardians with supervising duties are not permitted to purchase or consume alcohol until their minors have completed their activities. (see condition 2).
 - install CCTV in high risk areas including the car park, alcohol sales and consumption area, entrances to toilets, pathways. The footage is to be retained for the time required by Victoria Police and VCGLR
 - Signage be installed to advise patrons of the red line area requirements. (see condition 2).

The comments provided will be considered in the assessment of the application.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**Advertising**

The application has been advertised pursuant to Section 52 of the Planning and Environment Act 1987, by:

- Sending notices to the owners and occupiers of adjoining land.
- Placing a sign on site facing Riverend Road.

The notification has been carried out correctly.

Council has received no objection/s to date.

The location of the objectors/submitters is shown in Attachment 2.

Assessment

The application proposes to use the land for the sale and consumption of liquor. The red line area is proposed to occupy the café/kiosk area, including the kitchen area, indoor seating and outdoor verandah seating. Liquor is proposed to be sold and consumed within this red line area. The applicant is also proposing consumption of liquor outside of the red line area (via a General licence).

To determine the suitability of the proposal the Responsible Authority must consider

- The matters set out in section 60 of the Act.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- *The Municipal Planning Strategy and the Planning Policy Framework*

The proposal meets the objectives of Clause 17.04-1S (tourism) of the State Planning Policy Framework in that the proposal will support the ongoing use of the land for an outdoor recreation facility, which is considered to be a well-designed and sited tourist facility which will contribute to the municipality and wider State in economic, social and tourism considerations.

The existing land use is supported by the Green Wedge Local Planning Policy at Clause 22.02 and the Green Wedge Management Plan (GWMP), which identifies the subject site as being within the Bangholme Lowland Precinct (agriculture, other rural uses, open space and **recreation uses**). The proposal will support the ongoing use of the land for an outdoor recreation facility in line with the Green Wedge Management Plan.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

- *The purpose and decision guidelines of the zone overlay or other provision and the effect on the amenity of the area.*

In this proposal, the purpose of particular provision at Clause 52.27 (licensed premises) must be considered. The purpose is to ensure that licensed premises are situated in appropriate locations and to ensure that the impact of the licensed premises on the amenity of the surrounding area is considered.

The subject site is located immediately adjacent to a school and the National Watersports Centre. These neighbouring uses attract large number of children and therefore the impact of the proposed sale and consumption of liquor on the amenity of these surrounding sensitive uses must be considered.

The applicant has supplied a Patron Management Plan detailing the house policy for the responsible service of alcohol, including prohibiting the selling of alcohol to intoxicated persons and minors and deactivation of activity wrist bands upon the sale of liquor. In addition, the Patron Management Plan details the tasks for each staff member and states that all staff members will be required to have appropriate Responsible Service of Alcohol certificate (RSA) and be required to strictly adhere to the company's policies when serving customers as pertained in the Patron Management Plan.

However, there is concern in relation to the large area proposed for the consumption of liquor, together with the large number of patrons proposed to be consuming alcohol. The site has an area of approximately 15.9 hectares and some of the areas on the site are located a significant distance from the café/kiosk area, where it would be difficult to effectively monitor patron behaviour. While the applicant has shown some 'no alcohol zones' on the plans, it is considered that the areas proposed for liquor consumption are still a significant distance from the café/kiosk area. The activities and facilities on the site (climbing structures, high speed activities, large bodies of water) are a potentially dangerous when mixed with the consumption of liquor. The applicant has stated that patrons participating in activities will not be served alcohol, however, there is concern that the large area for consumption would be difficult for staff to monitor over such a large area of the site.

It is recommended that the area for the consumption of liquor be limited to the area between the two main lakes. This will allow greater ease in monitoring of patron behaviour and limit potential amenity impacts.

The applicant proposes the sale and consumption of liquor from 12noon until 11pm, 7 days a week. This is beyond the hours of operation stipulated under planning permit PLN15/0156.03, which limits the outdoor recreation use to a 10pm close (refer to condition 12 of planning permit PLN15/0156.03). Therefore, it is considered appropriate to limit the hours for the sale and consumption of liquor to finish at 10pm (refer to condition 7 in the recommendation below).

The applicant proposes maximum 650 patrons on the site. Planning permit PLN15/0156.03 allows 370 patrons on the site, unless with the prior written consent of the Responsible Authority (condition 16 of PLN15/0156.03). The condition then states that if the number is exceeded for a one-off special event (which must not exceed five (5) events per calendar year), the applicant must provide

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

additional information to the Responsible Authority at least 60 days prior to the event to detail the event, patron management, event management, etc. It is considered that 650 patrons consuming alcohol on site has the potential to significantly impact on the amenity of the area. It is considered that the consumption of alcohol should be limited to 300 patrons within a defined red line area, to allow staff to effectively monitor and manage service of alcohol and mitigate any potential off site amenity impacts.

The site is located a significant distance from any other licenced premises. Therefore, is it considered that the proposal will not increase or create a cumulative impact in the area.

- *The orderly planning of the area.*

As mentioned above, the subject site is located immediately adjacent to a school and the National Watersports Centre. Both of these neighbouring uses attract a large number of children and families. In addition, the subject site is a family-based activity park, with a significant focus on children, including a kids club. While it is acknowledged that the sale and consumption of liquor is a lawful activity, supporting the extent of consumption across such a large area of a site near youth and family- orientated spaces would not ensure that Council protects the health and wellbeing of the residents of Greater Dandenong and would not result in a net community benefit for present or future generations. Therefore, it is considered appropriate to limit the sale and consumption of liquor to the area between the two lakes, to enable better management and monitoring of patrons, minimise harm and minimise the impact on the amenity of the area.

Conclusion

The application has been assessed against the relevant requirements of the Greater Dandenong Planning Scheme and, subject to conditions, is considered appropriate to the site in which it is located. It is considered that the continued benefits, such as economic activity, tourism and employment, have been balanced against and with appropriate in-house management protocols and conditions of permit to ensure the amenity of the area will be protected.

Recommendation

That Council resolves to Grant a planning permit in respect of the land known and described as 5 Riverend Road, Bangholme for the purpose of sale and consumption of liquor in accordance with the plans submitted with the application subject to the following conditions:

- 1. Before the sale and consumption of liquor, an amended Red Line Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended plan must be drawn to scale with dimensions. The amended plan must be generally in accordance with the plan submitted and assessed with the application but modified to show;**
 - 1.1. The red line area limited to the area between the two main lakes only, excluding the climbing structure. All other areas must be shown as "alcohol free zones".**

All to the satisfaction of the Responsible Authority.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

- 2. Prior to the endorsement of plans under condition 1, and before the sale and consumption of liquor commences on site, an Alcohol Management Plan (AMP) must be submitted to the Responsible Authority for approval. Once approved, the AMP will be endorsed to form part of this permit. The AMP must be generally in accordance with the Patron Management Plan submitted with the application, but modified to also demonstrate:**
 - 2.1. Patron numbers in accordance with conditions of this permit.**
 - 2.2. Hours of operation in accordance with conditions of this permit.**
 - 2.3. Processes to ensure that guardians supervising children are not consuming alcohol.**
 - 2.4. Appropriate staff and Crowd Controller to patron ratios along with the current prescribed duties for events, functions, parties and otherwise expected peak times.**
 - 2.5. No alcohol to be taken away from the premises.**
 - 2.6. The premises proposed House Rules signage is to include the Redline Plan at the entry/exit points, in the car park/s, at any area demarcating entry/exit points of a redline area, in any publicly accessible lift, and on the main doors into any set of toilets, stating that:**
 - 2.6.1. Alcohol is not to be consumed beyond the redline area.**
 - 2.6.2. Alcohol is not to be consumed in any public places in the municipality such as in the car park and connected areas, and that up to a \$1,000 Local Laws fine applies.**
 - 2.6.3. The safety and amenity of pedestrians, residents, businesses and property in surrounding areas is to be respected upon leaving the premises.**

All to the satisfaction of the Responsible Authority.
- 3. The layout of the site, and size, design and location of the buildings and works permitted must always be in accordance with the endorsed plans unless with the written consent of the Responsible Authority.**
- 4. Liquor must only be sold and consumed within the red line area identified on the endorsed plans.**
- 5. Liquor must not be taken away from the premises.**

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

- 6. The owner, occupier and the manager must at all times make reasonable endeavours that persons reporting to the premises do not create nuisance or annoyance to neighbours or otherwise disturb the amenity of the area.**
- 7. The use of the site must be at all time comply with the approved Alcohol Management Plan, to the satisfaction of the Responsible Authority.**
- 8. The sale and consumption on site of liquor may only occur between the following hours, unless with the prior consent of the Responsible Authority:**
 - 8.1. Monday- Sunday: 12noon - 10pm.**
- 9. No more than 300 patrons may be within the red line area, unless with the prior consent of the Responsible Authority.**
- 10. This permit will expire if:**
 - 10.1. The use does not start within one (1) year from the date of this permit; or;**
 - 10.2. The use is discontinued for a period of two (2) years.**

Before the permit expires or within six (6) months afterwards the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION – NO. 5 RIVEREND ROAD, BANGHOLME
(PLANNING APPLICATION NO. PLN19/0462)**

ATTACHMENT 1

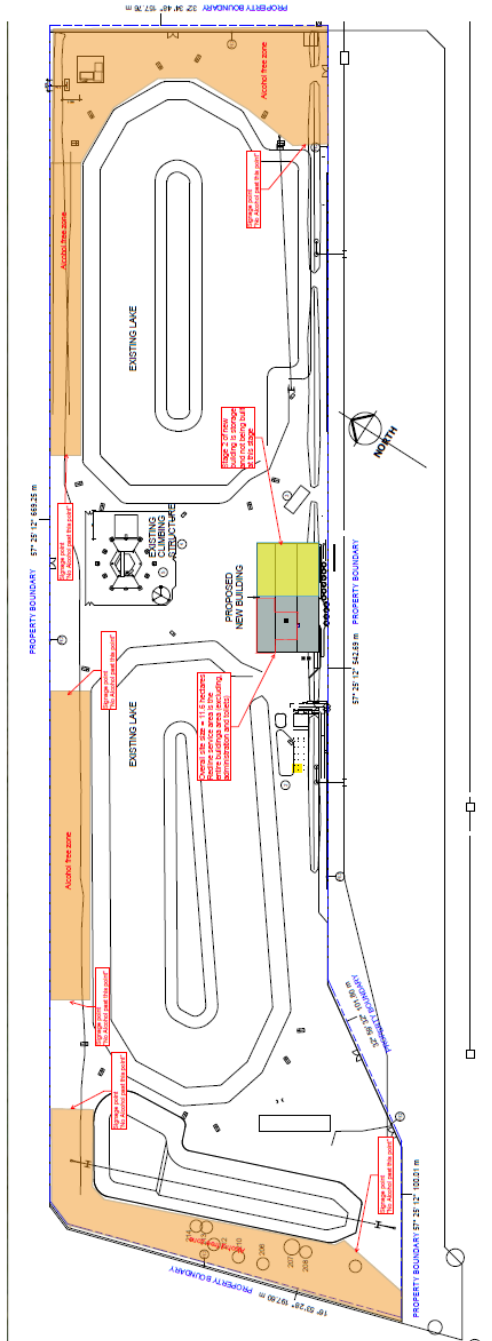
ASSESSED PLANS

PAGES 34 (including cover)

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

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

PRELIMINARY
 Planning Application No. PLN19/0462
 25/11/19



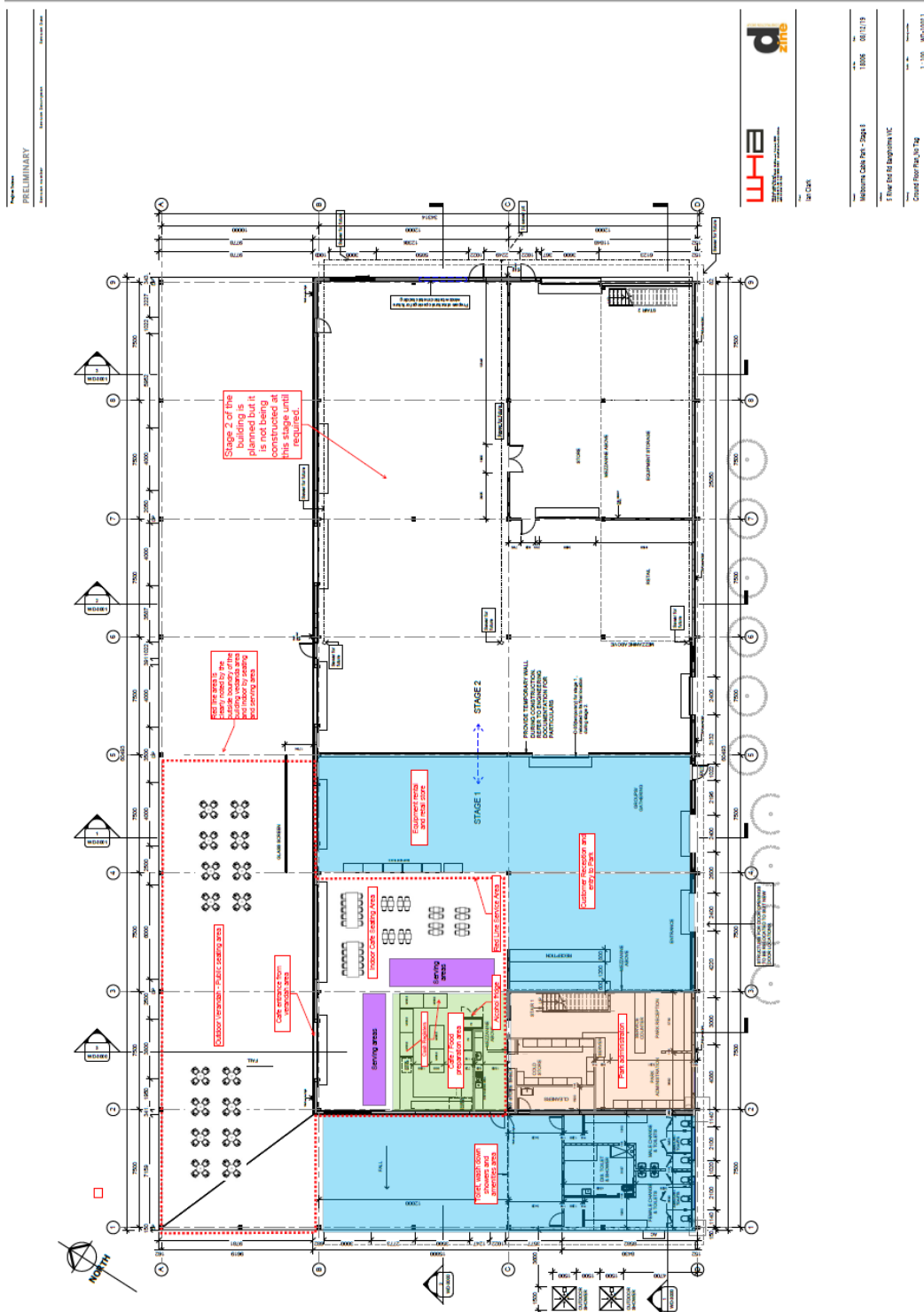
① SITE PLAN 1/1000
 1:1000

WHE
 WHEELER ENGINEERING
 100/102 Riverend Road, Bangholme VIC 3185
 Tel: 03 9594 1111
 Fax: 03 9594 1112
 Email: info@whe.com.au
 www.whe.com.au

d
 DESIGN
 100/102 Riverend Road, Bangholme VIC 3185
 Tel: 03 9594 1111
 Fax: 03 9594 1112
 Email: info@d.com.au
 www.d.com.au

18/11/19
 100/102 Riverend Road, Bangholme VIC 3185
 Tel: 03 9594 1111
 Fax: 03 9594 1112
 Email: info@d.com.au
 www.d.com.au

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)



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2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)



Patron Management Plan & Operating Procedures

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These procedures were produced by *Liquor Consultancy Services* to be used as a generic resource manual. They should be adopted by the purchaser and information added, edited, and omitted as required – based on their premises' individual needs and requirements.

Introduction

This Patron Management Plan is designed to assist all staff complete their job more efficiently, offering patrons a unique and safe experience and to minimise the risk of assault or injury to patrons.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Patron Management Plan

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Additionally, our community neighbours are important to us. The level of comments or complaints from our neighbours is often a barometer of how well we do our job as operators of an outdoor recreation centre within a community environment.

The Plan itself should be used in conjunction with the regular and thorough briefing from Managers and Supervisors to ensure that all staff fully understand the duties required of them and the obligations that both the licensee of the premises and the staff, are responsible for.

The success of this plan will be measured by the number of patrons that are evicted from or injured at the venue; or the number of breaches of laws identified by the Police, VCGLR Compliance Inspectors and others, who attend the premises.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Staff

1.1 Arrival at Work

All persons are to report for duty with sufficient time to be in place by their scheduled time. This time does not allow for a change of clothes or other preparatory undertakings.

In situations where staff is not able to attend their rostered shift, they are to contact (or cause contact to be made by another) the Duty Park Manager directly (0468 991166) as soon as possible, once the decision not to attend work has been made. This is to enable the Duty Manager to find replacement staff prior to the commencement of the rostered shift. A text message 30 minutes prior to the commencement of work is not sufficient.

Staff that do not make such contact within reasonable time frames will cause disruption to the operations of the business and those who cannot justify their actions of not notifying the Duty Park Manager will face discipline action.

1.2 Uniform Requirements

Food and Beverage – Floor Staff - are to provide their own smart casual pant or shorts and will be supplied with a distinctive bright blue MCP Polo shirts.

Food and Beverage – Bar Staff - are to provide their own smart casual pant or shorts and will be supplied with a distinctive bright blue MCP Polo shirts.

The need for external staff to be highly visible is a requirement of Workcover and enhances staff's safety and perception of safety.

Security – Crowd Controllers are expected to provide and maintain their own smart casual clothing.

Crowd Controllers that perform duties externally of the venue are to wear reflective vests or jackets provided by the venue.

The need for external staff to be highly visible is a requirement of both Workcover but enhances patrons' safety and perceptions of safety.

1.3 Dress standard

- All attire is to be clean and neatly pressed.
- Footwear, sports runners, black boots or shoes must be kept highly polished and clean at all times.
- Provided uniforms items will be replaced when required. When staff ceases employment with the venue, all provided uniform items are to be returned. Items provided by the venue remain the property of the venue.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Position Responsibilities

2 Food and Beverage - Floor Staff

Report to: Food and Beverage Supervisor

Responsibilities:

To maintain all aspects of cleanliness on the floor that represents the venue's high standards. A good eye for detail is a pre-requisite for the job. Your work will reflect the Park's image and caters to the safety of our patrons.

Duties:

- Maintaining a professional appearance and positive attitude at all times.
- Collecting glassware and bottles.
- Polishing and putting away glassware.
- Keeping tabletops clean and dry.
- Maintaining clean floors inc. sweeping and mopping.
- Cleaning toilets throughout trade on a roster basis.
- Stocking fridges.
- Ensure storeroom is kept clean.
- Emptying bins.
- Loading and emptying the dishwasher.
- 'Rubbish runs' – ridding external areas of cans and rubbish.
- Communication with security regarding intoxicated and troublesome patrons.
- Perform any other duties as requested by management in relation to the operation of the venue.

2.1 Ice

Staff are to always use appropriate ice scoops and are to ensure that these ice scoops are maintained in a clean state. They are to be cleaned after completion of each operational night or more frequently when required.

2.2 Cleaning Spills

It is imperative that spills are to be cleaned as a priority job. The Park has an obligation to ensure that patrons and staff are safe whilst in the venue and for this reason spills MUST be cleaned as a matter of urgency. In some situations this may also require the placement of warning signs.

Additionally a site of a spill is not to be left unattended. When a spill has been identified, a staff member MUST remain at the spill until it can be cleaned or a warning sign placed into position.

As part of their duties, Floor staff are to be mindful of spills and slippery areas. As part of their roving patrols around the venue, Floor staff must look for those areas where spills are likely to occur and patrons' safety could be compromised.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**2.3 Clearing Tables/Shelves**

Staff are to ensure that cans, bottles, or other rubbish is removed from tables. Shelves, or other areas (including toilets) are removed constantly.

2.4 Stock

Staff are to ensure that stock is maintained at each of the bars allocated to them for maintenance. In situations where a bar staff member specifically request stock, floor staff must satisfy that request as a matter of urgency, having regard to the safety of patrons.

2.5 Patron Observations

Floor Staff have the best opportunity of all staff to effectively monitor the behaviour of patrons. For this reason where floor staff identifies a patron nearing intoxication, is being drunk violent or quarrelsome, is becoming or appears to be drug affected, they are to immediately notify a Crowd Controller with a view for them to take appropriate action.

Under no circumstances is a floor staff (unless they are also a Licensed Crowd Controller) to become involved in resolving these issues themselves.

2.6 External Cleaning

In some situations, Crowd Controllers, or indeed other staff members may require that areas external of the venue will need to have rubbish removed or in some cases, the "wash away" of fluids.

In these situations, or indeed if the Floor staff identifies the need to undertake these duties themselves, they must be performed. One of the requirements of the venue's liquor licence is to ensure that the amenity of the area is not interfered with.

The removal of rubbish is of paramount importance to ensure that the venue satisfies this requirement. For this reason, the vicinity of the venue MUST be inspected by a Floor staff at the completion of trade.

2.7 Floor Staff Assisting Crowd Controllers

In some circumstances, it may become necessary to assist Crowd Controllers in the execution of their duties. Under no circumstances are Floor Staff to perform actual Crowd Control duties. In situations where Crowd Controllers are required to leave static observation posts, the Duty Manager should appoint Floor Staff to monitor those positions.

The role of Floor Staff in these circumstances is to provide a continuous observation of the premises to ensure patron safety. In some situations, it may be necessary for Floor Staff to perform observations near the main entrance to the premises. In these circumstances, it is imperative that Floor Staff ensure that patrons do not leave the premises with alcohol.

In some situations, and where directed by the Duty Manager or Security Supervisor, Floor Staff may be required to (on a short term temporary basis) close the doors to the premises preventing patrons entering or leaving. This would be to assist Crowd Controllers managing incidents either inside or immediately outside

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Patron Management Plan

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the venue. In these circumstances Floor Staff should explain to patrons the reason why the doors had been closed and advise them that it is a short-term closure only and is being undertaken to ensure the patrons' on-going safety.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Patron Management Plan

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2.8 Bartender**Report to:** Food and Beverage Supervisor**Responsibilities:**

To Serve Customer beverage demands in a fast, friendly, and efficient manner, ensuring product is of a consistent, high quality and that bar areas are clean and organised at all times.

All bartenders must have completed their Responsible Service of Alcohol. It is the responsibility of staff to provide a copy of their certificate within 1 month of obtaining employment.

Duties:

- Maintain total cleanliness of bar and floor areas.
- Ensure fridges, shelves, and cupboards are kept clean.
- Complete pour tests before each shift.
- Arrive at work equipped with a barblade, waiter's friend and pen.
- Serve beer, wine, soft drink and cocktails in the correct manner.
- Have a thorough understanding of all products available.
- Minimise waste.
- Use the cash register correctly.
- Correct use of the phone including transferring.
- Use eftpos for credit transactions –no cash out.
- Change paper rolls on printers and eftpos machines.
- Maintain a professional appearance and positive attitude at all times
- Be aware of licensing restrictions on the serving of minors and intoxicated persons.
- Perform any other duties as requested by management in relation to the operation of the venue.

Bar staff will be provided with their rostered commencement times in advance wherever possible. For this reason, staff are expected to arrive at work and be prepared to be in position by their duty commencement time.

Staff are required to be appropriately attired when they arrive work and are to be in a sober and unaffected by drug at the commencement and throughout their rostered shifts.

2.9 Free Drinks for Patrons / Staff

Staff are not permitted to provide drinks to other staff, friends, or acquaintances free of charge, or sold at a price other than the authorised amount. In situations where a good customer has been observed and there is a commercial reason for offering free drinks, that request must be made through the Duty Park Manager who will issue the person with a drink card in appropriate circumstances.

Where the Duty Park Manager wishes to provide staff with "After Work Drinks" that is at the discretion of the Duty Park Manager. All such drinks are to be appropriately recorded on the venue's cash register system.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Patron Management Plan

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Any staff member who receives a beverage other than in accordance with these instructions will be treated as having stolen drinks from the premises and will face discipline action and have the matter reported to the Police.

Under no circumstances are "After Work Drinks" to be consumed whilst any patron is still on the premises and the premises are in fact still open.

2.10 Recording of Sales

All sales are to be recorded through the venue's cash register system as required. Staff who are observed not recording sales correctly will be subject to discipline action.

2.11 Customer Service

The hospitality industry constantly changes and for this reason new products regularly become available. Staff are encouraged to provide a unique experience to patrons and provide a higher level of service than is experienced at other venues. If a patron requires information about products or services provided at the venue, staff are encouraged to facilitate that request having regard to their R.S.A. responsibilities.

2.12 Maintaining the Bar

Most interaction between staff and patrons will occur around the bar areas. For this reason it is imperative that staff maintain a clean and inviting bar area. Benches are to be maintained in a dry and clean manner and glass, bottles and other rubbish removed in a timely manner.

2.13 Refusal of Service

When bar staff decide to refuse service, it must be done in a way to reduce the chance of any conflict. Where a staff member has refused service to any patron, that decision is only able to be overridden by the Duty Manager, and only then under exceptional circumstances, having regard to the licensees' responsibility under the Liquor Control Reform Act relating to serving intoxicated patrons.

When a patron has been refused service, the Security or Duty Manager is to be informed so that other staff are advised of the refusal.

Some approaches to consider include:

- Use tact. Be polite when telling the patron you will not serve them anymore; preferably tell them so that other patrons do not hear to reduce the risk of embarrassment.
- Tell them firmly by law that you are not allowed to serve them.
- Management policy may offer a non-alcoholic drink. Suggest water, juice or soft drinks or perhaps even some food.
- Notify the manager or licensee or other crowd controllers.
- The decision to refuse service to a patron is that of the Bar Staff Member. Crowd Controllers are to support the decision of the bar staff member. Crowd Controllers are not to over-ride that decision.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**2.14 Signs of Drunkenness and Intoxication**

In order to carry out your role and responsibilities effectively bar staff should be familiar with the physical signs of intoxication. A person who is intoxicated will generally show some/all of the following characteristics:

- Be staggering or unsteady on their feet.
- Have bloodshot eyes.
- Clumsiness
- Lack of judgement
- Loss or co-ordination
- Have the smell of alcohol on their breath.
- Be in general disarray, eg. clothing untidy.
- Have slurred speech.

2.15 Selling or Supplying Liquor to Minors (Under 18s)

All staff members have a responsibility to ensure that no under aged individual is sold or supplied alcohol.

2.16 Proof of Age: Power to demand

The power to request that a person in or attempting to enter licensed premises or is purchasing liquor to provide evidence of age, name and address is contained in Section 126 (b) of the Liquor Control Reform Act:

Bar staff members are liable for serving underage patrons and so if they are in any doubt as to a person's age, they must only accept appropriate evidence of age documents.

2.17 Responsible Serving of Alcohol

Owing to the possibility of drink spiking and in order to maintain our Responsible Serving of Alcohol philosophy, double or triple pours are not permitted.

Where patrons request multiple "shots" only one shot per patron is permitted to be sold at any one time. This is to ensure that the rapid and excessive consumption of highly concentrated alcohol is not undertaken.

It is a requirement of the venue that all bar staff have undertaken a Responsible Serving of Alcohol (RSA) workshop. As a condition of employment, all bar staff MUST produce to Management a photocopy of their RSA Certificate.

The venue requires that all bar staff "refresh" their knowledge of RSA every three years. This can be undertaken by the VCGLR's Internet based refresher course. Staff members must produce evidence of having 'refreshed' their knowledge of RSA.

Additionally, the venue has a large number of low or non-alcoholic drinks and these should be suggested to those patrons nearing intoxication, as an alternative to full strength products.

Additionally, the venue provides free drinking water.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

3 Food and Beverage Supervisor

Report to: Park Manager

Responsibilities:

Being the Food and Beverage Supervisor is a hands on position supervising and leading team members by example. A thorough knowledge of cocktails and wine is a pre requisite for the job. It is your responsibility to conduct ongoing training with all staff to ensure our high standard of quality products and customer service is upheld. Good organisational skills and an eye for detail is essential.

As Food and Beverage Supervisor you will be responsible for the effective management control of the property in the absence of the Park Manager and should be aware of legal aspects relating to the business such as;

- Responsible serving of Alcohol
- Proper I.D.
- Underage drinking
- Intoxication
- Licensing restrictions
- Sexual harassment
- Unfair dismissal
- Workcare
- Award conditions
- To hold a current RSA and ensure all bartenders do also, with copies made for reference.
- To maintain an RSA training register (in accordance with the VCGLR requirements)
- Ensure bar and floor areas are maintained, safe, and clean.
- Serve all drinks in the same consistent manner.
- Have a thorough understanding of all products available.
- Training of all bartenders and floor staff.
- Looking after staff breaks, and other staff welfare issues
- Ensure bars are fully stocked before service.
- Planning of original seasonal cocktail lists keeping up with trends.
- Minimise waste and have an understanding cost control, stock control and stock take.
- Develop good working relations with representatives.
- Planning and introduction of bar promotions.
- Place stock orders with suppliers.
- Thorough knowledge of telephone, cash register, printers and EFTPOS inc. changing paper rolls.
- Maintain a professional appearance and positive attitude at all times.
- Perform any other duties as requested by the Park Manager in relation to the operation of the Melbourne Cable Park.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Being a Food and Beverage Supervisor is a hands-on position supervising and leading team members by example. A thorough knowledge of the licensed hospitality industry is a pre-requisite for the job. It is the Food and Beverage Supervisor's responsibility to conduct ongoing training with all staff to ensure the venue's high standard of quality product and customer service is upheld. Good organisational skills and an eye for detail are essential.

Food and Beverage Supervisor have a responsibility to ensure that all staff undertake their duties in accordance with this Management Plan.

Specifically, the venue has a number of conditions placed on its Liquor Licence. As part of the compliance with those conditions, the Food and Beverage Supervisor shall ensure that Serving Staff maintain constant and continual observations of every room in their area and physically enter the rooms and hold discussions with patrons, at least every 30 minutes.

Food and Beverage Supervisor shall ensure that Bar Staff & Serving Staff monitor all patrons to ensure that they are safe and to ensure that the venue's Responsible Serving of Alcohol policies are being maintained. Additionally, this is to further ensure that the venue's high levels of customer service standards are maintained.

The Food and Beverage Supervisor is responsible for ensuring that no patron leaves the venue, including the front area, with alcohol. The Food and Beverage Supervisor should brief the Crowd Controller positioned at the front of the venue at the commencement of each shift to ensure compliance with this instruction.

5.2 Recording of Reportable Incidents

The timely and accurate recording of information in the Crowd Control Register is the responsibility of the Crowd Controller directly involved in any reportable incident. The Food and Beverage Supervisor is to ensure that Crowd Controllers involved in a reportable incident record the incident in the Crowd Control Register as soon as possible after an incident.

5.3 Minors on the Premises (Under 18s)

Due to the nature of the activities and operation of the Melbourne Cable Park minors will be permitted at the Venue. Minors are generally not permitted in the Alcohol serving areas of the Cafes and function / catering areas. All staff members have a responsibility to ensure that no minor is present in any of the Alcohol serving areas of the venue, contrary to the provisions of the Liquor Control Reform Act (such as with a responsible adult).

5.4 Monitoring of Surveillance

It is the Food and Beverage Supervisor responsibility to ensure that the video surveillance system is operational in all areas of the venue at least 30 minutes prior to the commencement of each day's trade, until 30 minutes after completion of trade.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Patron Management Plan

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Additionally, the Food and Beverage Supervisor is responsible for monitoring the surveillance system throughout an operational shift until 8.00pm to ensure on-going patron safety and compliance with the venue's liquor licence and other provisions of this Patron Management Plan. After 8.00pm, the responsibility of monitoring video surveillance falls onto another specific member of staff.

During these observations, should a Food and Beverage Supervisor (or indeed any staff member) observe (both through the venue's video surveillance system or otherwise) a situation where patron safety or non-compliance be identified then this situation should be immediately brought to the attention of the Park Manager for attention in accordance with this Plan.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Patron Management Plan

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2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

4 Park Manager

Reports to: General Manager

Responsibilities:

The Park Manager is responsible for the effective management control of the property and should be aware of legal aspects relating to the business such as;

- Display of required signage
- Display of current Liquor Licence
- Maintenance of RSA training register
- Responsible serving of Alcohol
- Proper I.D.
- Underage drinking
- Intoxication
- Licensing restrictions
- Sexual harassment
- Unfair dismissal
- Workcare
- Award conditions

The Park Manager is expected to comply with the guidelines of behaviour, including never being intoxicated on the licensed premises, never borrowing or lending money from the venue, never cashing cheques, never entering into agreements on behalf of the company without approval, never making statements to the media, and never conducting oneself in an unethical, dishonest or unprofessional manner.

The Park Manager shall also make a determination as to whether certain events or activities warrant Crowd Control. In those circumstances, it is a requirement of these instructions (and indeed legislation) that only those Crowd Controllers that hold a CURRENT Crowd Control licence are to be employed to undertake these duties at the venue. Additionally, where events or activities warrant crowd control, the Venue Manager is to ensure that all Crowd Control staff undertake their duties in accordance with these operational plans. If Crowd Control Staff are employed, it is the responsibility of the Venue Manager to ensure that a Security Register is maintained in accordance with the Private Security Act, and associated regulations.

The Park Manager is also responsible for ensuring that the premises, plant and equipment are maintained in a clear, presentable and safe condition. This includes toilets and external areas of the venue

Creating ambience and atmosphere using lighting, music and air conditioning are an essential part of the position. A good eye for detail is a pre-requisite for the job.

The Park Manager will be responsible for staff levels at all times and expected to produce Rosters in conjunction with the bar manager to best service customer demands.

It is expected the Park Manager be available and visible to Staff and Customers during peak business times.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Patron Management Plan

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The Park Manager is expected to implement Company policy and procedures in a firm but fair manner, leading by example in your own exemplary conduct, appearance, honesty and commitment to the success of the venue.

Leadership is expected to include excellent staff communications through regular discussions and meetings with staff.

Teamwork is a priority. Managers are responsible for the conduct and behaviour of the staff whilst on venue property; ensuring staff adhere to company guidelines.

The position will require you to interview and select staff, carry out inductions and train and develop staff through regular evaluations.

Reference checks, Letters of Appointment, Job Descriptions and Induction Packages will assist you in your efforts.

The Park Manager is responsible for ensuring staff are trained correctly in all facets of their job and that they adhere to occupational health and safety issues.

Close working relations must be held with security to ensure they conduct their duties in the correct manner as stated in our plans and operational orders.

Communication with police is also important to make sure external community issues regarding the venue are made aware and acted on as required.

The Park Manager should have exceptional people skills and customer service techniques. You should be familiar with policies for complaint handling and always strive to outdo our competition.

The Park Manager is required to have a good understanding and knowledge of procedures pertaining to;

- Stock takes
- Wastage
- Cash & Petty Cash
- Debtors
- Financial Reporting
- Daily reports
- Venue Security

The Park Manager is also responsible for the marketing and development of new concepts, nights and the business itself. Keeping up to date with the latest trends in conjunction with promoters is essential. You must have a thorough understanding of the clientele each night is aiming at, whilst constantly addressing their demands to keep each night fresh and exciting.

4.1 Responsible Serving of Alcohol Certificates

The Park Manager is responsible for the maintenance of records relating to staff having undertaken RSA training and being able to produce copies of certificates to a member of the Police Force or a Gambling & Liquor Inspector.

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2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

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The records MUST contain copies of all serving staff's RSA certificate and any refresher certificate.

4.2 Authorised Floor Plan

The Park Manager is responsible for ensuring that the authorised floor plan is readily accessible for all staff and that it can be produced immediately to any member of the Police Force or a Compliance Inspector. The Floor Plan is located together with these instructions.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**6 Security Supervisor**

As the core activities at the Melbourne Cable Park are related to outdoor activities – the serving of food and beverages is a secondary activity. As such the requirement for rostering specific Security staff will only be required when an event is in progress that is considered as part of the risk assessment process deems security staff as necessary (ie a structure event is scheduled).

Reports to: Park Manager / Duty Park Manager

Responsibilities:

The predominate activity of the Security Supervisor is that of a Crowd Controller, responsible for monitoring patron behaviour.

Additionally, the Security Supervisor is to assist the Duty Park Manager to ensure that the premises operate in accordance with the premises' liquor licence and these Standard Operating Procedures

The timely and accurate recording of information in the Crowd Control Register is the responsibility of the Security Supervisor. The Crowd Control Register is to be used as it is intended to record information relating to reportable incidents, and to indicate in a legal sense, who worked as a Crowd Controller at what time. It is not intended to be a time sheet for Crowd Controllers and should not be used as such.

The Security Supervisor shall ensure that all Crowd Controllers are fully briefed with instructions and that each Crowd Controller has an understanding of their specific roles, duties and responsibilities.

The Security Supervisor is to specifically ensure that promoters comply with the procedures contained within these instructions.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

General Instructions

8.1 Alcohol and Drugs

The use of alcohol and illicit substances whilst on duty is strictly prohibited.

No staff member is to present for work in a drug or alcohol affected manner. Staff who present in this manner or otherwise become alcohol or drug affected whilst on duty, will be immediately dismissed in accordance with the venue's conditions of employment.

Additionally any member of staff found to be involved in the distribution of illicit drugs will be dismissed, in accordance with the venue's conditions of employment.

8.2 Lost Property

From time to time, patrons may leave property items when they leave the venue. Any staff member who locates any items of clothing or property is to give those items immediately to the Customer Service Manager.

The Manager will make arrangements for the property to be transferred to the Administration area where a support staff member shall record information about the items. Whether possible the owner of the property should be identified and contacted and requested that they collect the items or have the items mailed to the owner (at their personal expense)

The items are to be retained for a period of 14 days. At the expiration of that time, a support staff member shall transport the items to the local Charity shop for clothing and valuable items will be taken to the Chelsea Police station for the attention by the Police, or as otherwise disposed of in accordance with the requests of the Police.

It is the instruction of the venue that items (other than clothing) if not returned to the owner by the Police is to be left with the Police for disposal in accordance with their internal procedures.

8.3 People with Disabilities

People with Disabilities are welcome and every possible courtesy shall be extended to them as patrons. People with Disabilities are not to be discriminated against in any manner. Some disabilities present as showing similar characteristics to that of intoxication. Staff are to determine the patron's demeanour as either intoxication or a disability before taking ANY action.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

8.4 Drink Spiking:

Drink spiking is the practice of adding alcohol or another substance to a drink without the knowledge of the person who will be consuming it. Drink spiking is not only illegal it is a serious crime, with severe penalties for persons convicted. Alcohol is still the most common drug used to spike drinks. However, other drugs such as Kentamine or GHB may be added to a patron's drink unknowingly.

Look out for:

- Persons putting any substances into another person's drink, or pouring two or more drinks into one glass.
- Persons requesting "triples"
- Patrons requesting alcohol to be placed into a drink
- Anyone appearing to be plying another person with excessive amounts of alcohol.
- Evidence of small plastic "bottle" or containers that could contain small amounts of liquids – that are disposed of on the venue's floor.
- Persons appearing to be excessively intoxicated despite not having consumed much or no alcohol at all.
- Verbal and physical cues from an apparently intoxicated person that they are not comfortable with the person/s escorting them from the premises. Ask them if they need assistance or a taxi. Ask the person escorting them for identification and record their details. This may prevent an incident occurring. Escort distressed patrons to the sick bay and advise the Park Manager.

In order to protect patrons from allowing their drinks to be spiked, any drink found to be left unattended by any member of staff is to be removed from the public area and disposed of.

Where patrons object to this policy, the patrons are to be reminded of the potential for drink spiking and explained that the reason for the drink's disposal was to enhance the patron's safety.

In those situations where a patron continues to object to this practice, the staff member shall report the matter to the Duty Manager who, at their discretion is permitted to replace the drink for the patron free of charge.

8.5 Illicit drugs

The venue has a Zero Tolerance philosophy relating to the trafficking of illicit drugs within the venue. If staff suspects that a patron or patrons are trafficking a drug of dependence they are to immediately notify the Security Supervisor and inform him of the observations. In situations where patrons are reasonably suspected of using or trafficking, they are to be removed from the premises, provided the removal of the patron does not place the patron in danger. No attempt is to be made to try and seize the drugs. In the case of suspected drug trafficking, the Police should be immediately notified by the Security Supervisor.

The incident is to be recorded in the Crowd Control register by the Security Supervisor together with all relevant information. This information should then be passed onto local Police. On their arrival, staff must follow the lawful directions of the Police including the provision of written statements.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

The venue has a harm minimisation policy in place for the consumption (use) of illicit drugs. Where a patron comes to the attention of staff and they appear to be drug affected, the Security Supervisor is to be informed and arrangements made for the Security Supervisor to make a determination as to the appropriate intervention: - This may include supervised time-out in a quiet part of the venue OR safely placed in the care of a adult friend or relative to ensure their safety OR in situations where the patron's welfare can not be guaranteed, an ambulance should be called to attend to the patron.

Where staff locate drugs of dependence the items are to be forwarded to the Security Supervisor / Park Manager who will then make arrangements for the drugs to be forwarded to Police for disposal.

Staff that discover instruments of drug use, syringes etc, are to be immediately removed using appropriate safety equipment provided in the venue for that purpose and disposed of into properly maintained sharps containers.

Staff involved in handling a drug affected patron where blood, vomit, or other bodily fluids may be present should only do so once they have applied gloves, and any other protective items deemed necessary by the Supervisor who has first aid training.

Staff are to be mindful that they are not empowered by legislation to search patrons in any circumstances and Police are only so powered in certain circumstances. The venue staff members are not police and it is not their job to perform the task of the Police who are trained to deal in drug investigations.

The venue actively seeks to ensure that staff are not involved in the distribution of illicit drugs. In situations where staff members are suspected of being involved in the distribution of illicit drugs, management will provide information to the Police and assist with the view to having the staff member appropriately charged. Any staff member convicted of ANY drug offence will be dismissed.

The venue has free water available to patrons. Staff are to direct patrons to this free service where required. Additionally, Crowd Controllers who are trained in first aid are employed to deal with patrons who become drug affected or otherwise ill or injured.

A First Aid kits are located in the Main Visitors Centre, Each Cable Dock Shed, Aqua Park Shed and the Climb Building and should be accessed when necessary. Any staff member, who uses this kit, is to inform the Security Supervisor of the use of items from the kit to enable the kit to be replenished with fresh supplies. It is the responsibility of the Park Manager to ensure that the First Aid Kit is maintained with enough stock on a regular basis.

In order to reduce the incidence of drug distribution within the venue, Crowd Controllers are to be mindful of patrons requesting excessive pass outs. Drug traffickers generally will not carry a large quantity of drugs on their person and for this reason tend to come and go to access additional drugs. By reducing the number of pass outs, activities by drug traffickers will be reduced.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**8.6 Incident Reports (IR's)**

The incident report system is a standard method of centralising and collating information relating to any incidents that occur at the venue during any given time of the day or night.

Crowd Controllers may be involved in numerous incidents during their shift and should record details of any incident in their personal diaries. These diaries may be used for evidence purposes if required.

When completing an I.R. form, staff should ensure that the facts relating to the incident are recorded and in the order that they occurred. Information that is based upon *opinion or guesswork* should not be recorded. It is important that incidents are reported to understand how an unlawful act or breach in security has occurred; it may also help to prevent/solve security breaches in the future.

8.7 Complaints

From time to time, neighbours and other persons may complain about the manner in which the Park is operated. Whenever a person complains about any aspect of the operations of the Park, the person receiving the initial complaint or comment is to immediately record the details of the person making the complaint.

Where-ever possible, if this person is present, they are to be introduced to the Manager who will investigate the complaint. Where this is not possible, the person receiving the complaint is to document all relevant information such as:-

- The name & address of the person making the complaint
- The full circumstances of the complaint
- Whether there are any other person(s) involved
- What action the person requires

Regardless of who investigates, wherever a complaint about the operations of the venue has been received, the Manager will ensure that the complaint is investigated fully. The primary purpose of the investigation is to ensure that the matter is resolved to the satisfaction of all involved. At the completion of the investigation, the complainant (where known) is to be notified of the investigation and the result.

Where the complainant is not satisfied with the outcome of the investigation, they are to be referred to the Manager for follow up inquiries. In each case of a complaint being received, the Duty Park Manager receiving the complaint shall ensure that the Park Manager is notified as soon as practicable having regard to the seriousness of the complaint, that any surveillance footage of the incident is "burnt" for retention, and that the incident is recorded in the log, kept for that purpose.

At the completion of the investigation, where necessary these instructions are to be updated to reflect new or better procedures so that similar matters are reduced in the future.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**8.8 Crimes Committed Within the Premises**

The venue values its customers' safety. As part of that commitment it is imperative if a staff member identifies that a customer may become the victim of a crime, they are to take a pro-active approach to prevent the crime from occurring.

Staff should be aware of

- ◊ Unattended valuables
- ◊ Patrons who become distressed for unknown reasons
- ◊ Patrons who appear to be aggressive towards others

In some situations where crimes do occur, the victim should be asked if they wish to report the matter to the police. In any case a report of any crime within the premises should be immediately brought to the attention of either the Duty or Security Supervisor.

If a patron wishes to report the matter to the Police, the Manager or Security Supervisor should assist the patron to satisfy the reporting of the matter.

In situations where the patron cannot make a decision (due to injury or otherwise) to report a crime to the Police, the Duty Park Manager MUST immediately report the matter to the Police. In any case, where a patron is injured as a result of a criminal act and the extent of the injury requires that the patron be transported from the venue by an ambulance or otherwise to a hospital (unless the patron themselves insists that the matter not be reported to the Police) the Manager or Security Supervisor MUST report the matter to the Police for their investigation.

In these circumstances the Park Manger should be notified as soon as possible so that a copy of any video surveillance of the incident can be "burnt" and retained.

In situations where the offender of a serious crime has been identified, and Police are to be called, the offender should be prevented from leaving the premises by Crowd Controllers until Police arrive, having regard to powers of arrest contained within the Crimes Act.

Where no such arrest power exists or the offender cannot be prevented from leaving the venue, all reasonable attempts should be made to identify the offender.

Matters that would assist the Police would include (but are not limited to)

- ◊ A physical description of the person
- ◊ Details of any known associates
- ◊ Details of any vehicles used by the offender to decamp
- ◊ Video surveillance footage of the offender/incident
- ◊ Details of any witnesses to the incident

A report of any crime MUST be recorded in the Crowd Control register by the Security Supervisor.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

8.9 Identifying Risks

During the course of their duties, staff will from time to time identify potential risks within the venue. Those risks may be to other staff or as equally as importantly, patrons. Examples of potential risks are broken glass, damaged or faulty fixtures, inoperative lighting, and any array of other items.

Where those risks are identified, the situation cannot be resolved by the staff themselves, it is to be brought to the attention of the Duty Manager for their investigation and attention as necessary.

8.10 Venue Maintenance

The Venue Manager is responsible for ensuring that the venue is in a safe condition, suitable for the presence of patrons. With that in mind, the Park Duty Manager shall ensure that the venue is inspected (and where necessary – equipment tested) on a daily basis.

This inspection should include (but is not limited to) inspection of floor services, lighting, emergency exits and lighting, electrical leads and connections, furniture, pest control, doors, and air conditioning.

8.11 Harassment (Sexual or Otherwise)

The venue management does not condone, and will not tolerate any form of discrimination and has a firm commitment to Equal Opportunity principles. This policy has been formulated so that: -

- All employees can be reassured that venue management is concerned with their welfare.
- All employees are aware of the meaning of discrimination.
- Any injured parties are informed on remedial action they may take.
- All employees are informed of their responsibilities to prevent discrimination.
- The legal consequences of allowing discrimination to occur, and continue, are clearly spelt out.

8.12 Privacy Policy

Customers

The venue wishes patrons that their stay with us is as enjoyable as possible. That is why it is important to understand the need for their personal information to be treated with the utmost care and integrity. Looking after customers is our business.

Depending upon the service or product obtained, patrons could be asked at various times to provide information including, but not limited to, details such as name, postal address and other information.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

The information provided is used to improve and enhance the services and products that are offered and to personalise other special offers used to benefit patrons. We also use information to recognise returning guests so that the venue may ensure that staff are aware of the customers' personal preferences, such as favourite nights, style/s of music and updated with promotions.

Internal Handling of Information

The venue's customers provide information in several different ways. Some guests choose to submit personal information through subscriptions and entry forms and requests for further information. Personal information is also provided when customers book functions and submit guest lists.

Our guests may choose to submit information when they elect to:

- Subscribe to our newsletter
- Enter a competition
- Submit a question or comment
- Provide verbal or written information at the point of customer contact
- Provide information to and/or use an affiliated property
- Utilise our web site
- Accept "cookies" attached to our web site
- Make transactions via Credit card, Debit card or cheques.

The staff and management at the Melbourne Cable Park take privacy very seriously. We have a number of ways to ensure the total security of all personal information. We achieve this goal in the following ways:

- All computer systems have standard industry firewalls and all databases and servers are password encrypted;
- All registration and transaction details are stored in a secure area. Only authorised personnel have access to this area;
- All staff are trained to secure all personal information and to guard against loss, misuse or alteration of the information under the company's control.

The Park may also use the information to process any transactions patrons undertake and for internal administration and analysis. Their information will be disclosed to third parties only for purposes of completing transactions with us, providing the services they have requested and for the purposes of associated administration. The Park will not sell, rent or trade personal information to third parties for marketing purposes without their expressed written consent. Where patrons provide such consent, they also consent to third parties sending promotional information. The information patrons provide in regards to function bookings, will remain in the Park's bookings diary indefinitely. This is in place so we are able to recognise who patrons are and to assist with any special requirements that may be required. The bookings' diary will only hold details including, but not limited to, name, contact number, and contact details. All registration cards, telephone records and associated charges will be kept in secure storage for no longer than two years. All financial records will remain secured for 7 years in accordance with the federal and state laws. Upon the anniversary of this date all documents will be disposed of in accordance with the *Privacy Act 1988*.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

The Park may disclose any information allowed or required by applicable law or when deemed advisable. This means that the venue may make disclosures that are necessary or advisable to conform to legal and regulatory requirements and processes and to protect the rights, safety and property of our customers, the public and ourselves.

Patrons requiring further information or wishing to make a complaint regarding how the Park has handled any of their personal information, should direct their queries to the Manager.

Employees

The Park is committed to ensuring that all personal information regarding each employee is secured at all times. The Park may store and disclose any information allowed or required by applicable law or when deemed advisable by us. Your tax file number will be only be given to the Australian Tax Office and, by your express permission, to your employee superannuation fund. Special rules apply to your Tax File Number.

Where employees are permitted to use communication equipment for private use, the employee acknowledges that:

- The venue keeps records of all telephone calls to and from each extension;
- Copies of e-mails sent and received are kept as part of the computer back up;
- Information may be passed on to the venue communications contractors and financial and legal advisors;
- Records will be destroyed when no longer required for computer back up, accounting or taxation purposes.

If staff have any queries or require further information or wish to make a complaint regarding how the venue has handled any of their personal information, they should be directed to the Manager.

Employment Applications

The venue accepts all applications for employment. Upon application or interview the applicant is granting permission for the use of the provided information for the purposes of whether to offer the applicant a position with the venue. The applicant also acknowledges that we are able to perform reference checks to gather information on the Individual. The venue acknowledges that upon request we will let you know what referees we contacted however please note that the venue does not keep detailed information about opinions from referees.

All applications for employment submitted to the venue will remain confidential. These applications will remain in a secure location and only accessible by Management. Your application will only be kept for a period of three months. Upon this date the application will be destroyed in accordance with the privacy principles.

If you have any queries or require further information or if you wish to make a complaint regarding how the venue has handled any of your personal information, please direct any queries to management.

It is the belief of the venue to have an honest and fair policy when dealing with personal information. If you believe that the property or any staff member has in

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

any way not complied with this policy, please ensure that you bring it to the attention of Management.

The venue values the privacy of all of our patrons. Patrons expect that what occurs within the venue will in fact remain within the venue.

With that in mind, staff are specifically prohibited from discussing any patron with any other person, not directly associated with the venue. This includes making any comment whether to confirm or otherwise a particular patron's presence.

Staff are not permitted to make any comment about the operations of the venue to any person, specifically any representatives of the media.

Where a comment about the operations is to be made to the media that comment may only be made by the Venue Manager.

8.13 Selling or Supplying Liquor to Minors (Under 18s)

All staff members have a responsibility to ensure that no under aged individual is consuming alcohol, except where they are partaking of a meal and in the company of a parent or guardian. Once the meal has been completed so is the minor's right to consume alcohol.

8.14 Minors on the premises

The venue does not have a specific authority to allow minors on the licensed premises. All staff are to make themselves conversant with the venue's liquor licence and to understand when minors can be on the premises.

8.15 Patrons Foreseeing Incidents

In some situations, patrons may approach staff members requesting "protection" or forewarning other incidents. Public Liability case studies have found that in those situations, the licensee faces blame for any subsequent injury or loss. On that basis, staff need to understand that the venue cannot "guarantee" those patrons their safety.

In those situations, where those patrons have foreseen injury, the person who allegedly has been identified as a potential person likely to assault, become violent or otherwise quarrelsome is to be ejected from the premises. This instruction is to be followed explicitly and is not open to review by any staff member.

In situations where the alleged "suspect" cannot be identified or located, the person who made the allegation is to be politely requested to leave. The venue must protect its patrons and itself wherever possible from Public Liability Claims and if a potential "victim" to an assault can be protected by either the removal of the "suspect" or by the "victim" leaving the premises, then that action must be taken.

Any staff that are forewarned of a potential "incident" must bring that information to the Manager or Security Supervisor for attention in accordance with these instructions.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**8.16 Public Liability Incident Reports**

Licensed premises are more regularly being sued, in some cases many years after an event. For this reason it is imperative that details of all incidents involving patrons suffering ANY type of injury be accurately and timely recorded. This should include the names and addresses of ALL witnesses.

The Duty Manger is responsible for the compilation of a Public Liability Incident Report. The report is to be forwarded to the Licensee within 24 hours of an event, together with any recommendation to avoid recurrence of an incident.

In situations where a person has been forcibly ejected, a patron injured or other significant incident occurs, the Duty Manager shall inform the Licensee of the incident at the first available opportunity, having regard to the seriousness of the incident. Such report should include whether the incident was captured on the venue's Security System.

The Licensee will then ensure that an appropriate staff member will "burn" a copy of the recorded images and that those images are kept for a minimum 7 years.

8.17 Drunk and Disorderly Individuals

The Licensee must ensure that patrons who become or are drunk, are not permitted to remain on the premises, having regard also to their welfare.

Staff have a responsibility to ask any person to leave licensed premises when they are *drunk, violent or quarrelsome*. Any individual who is drunk, violent or quarrelsome after they have refused a request to leave must be ejected from the premises. The ejection is to be undertaken using the techniques contained in these procedures and with a minimum of force. No ejection is to occur without the knowledge of the Duty Manager or Security Supervisor who, where possible, will supervise the removal of the patron

8.18 Seizure of 'Evidence of Age'

A document (except a driver's licence) may be seized unless the person reasonably believes that:

- The person producing the document is the person on the document.
- The document contains false or misleading information about the age or name of the person.
- The document has been forged or fraudulently altered.

If a document is seized it must be given to the police. The Park Manager is responsible for forwarding seized documents to the Police on a regular basis.

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)**8.19 Amenity**

As part of the venue's Liquor Licence, we are required to ensure that the amenity of the vicinity is not disturbed by the operations of the venue. Amenity is briefly described (but not limited to) noise, rubbish, nuisance, vandalism, parking etc.

Staff particularly those with the responsibility of monitoring the front of the venue, are to ensure that patrons and those attempting entry into the venue, do not detract from the amenity of the vicinity of the venue.

As part of this instruction, staff allocated by the manager are to ensure that rubbish is removed and that those queuing to gain entry into the premises, and indeed those leaving the venue do so in a quiet manner.

Additionally staff tasked to monitor the front of the Park are to ensure that patrons do not interfere with vehicles parked near the venue, or other business or residential premises.

Where a staff member witnesses a person causing damage to other premises or vehicles, the person should be held and the Police called for them to investigate the damage caused. Crowd Controllers in these circumstances are to ensure that an appropriate entry is subsequently made in the venue's Crowd Control Register.

Where a staff member does not witness the damage, details of the incident should be recorded in order for the Police to be assisted in their investigation of the damage.

8.20 Internal Observations – Key Positions

Historically, most assaults at licensed premises occur at or near the front entrance, at or near bars, or on or near the dance floor(s)

These procedures have deliberately not identified specific roles for specific areas within the venue. See the attached "Job Descriptions" for specific duties within the venue.

The Security Supervisor will appoint Crowd Control Staff to make observations within the vicinity of various bars and areas having regard to the patron mix, patron numbers, patron behaviour, the number / location of operational bars, and other considerations, throughout the venue, however all areas within the premises where patrons gather are to have a Crowd Control presence.

Crowd Controllers allocated to these observational areas are to ensure that their positioning is appropriate having regard to the most efficient coverage within the venue.

Where possible, an elevated position will ensure that observations of the premises will be more efficient and provide patrons a visible security presence.

In some situations, an incident may require that Crowd Controllers leave their observation areas. In situations where these are key positions, the Duty or

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

Security Supervisor should allocate either another Crowd Controller or floor staff to undertake observations at those core key positions.

This may also include having a floor staff undertake observations at the front entrance where they are to ensure that patrons do not leave the premises with alcohol.

8.21 Female Toilets

Where there is a female Crowd Controller on-duty, unless circumstances require additional observations, a patrol of the female toilets is to be undertaken (on average) at least 3 – 4 times per hour during the operations of the venue. Crowd Controllers are to ensure that rubbish and cans, or other refuse is removed from the toilet areas. In situations where additional supplies are required for the toilets, the Crowd Controller is to ensure that those supplies are replenished.

Spills or other hazards are to be immediately reported to the Security Supervisor for attention by floor staff. In appropriate circumstances, a "Caution" sign is to be placed so as to warn patrons of any potential dangers or in urgent cases by closing that particular part of the venue, or by having a Crowd Controller positioned to avoid injury until such time as a sign can be positioned and/or the spill cleaned.

In situations where there is no female Crowd Controller present, this task is to be undertaken by another female staff member. It is the responsibility of the Duty Manager to appoint another staff member to specifically cover this task.

Staff who make observations within the Female Toilets are to ensure that no more than one person at a time is permitted into a cubicle. Patrons who refuse this reasonable request of staff are to be asked to leave. This instruction is designed to minimise the possibility of drug trafficking or consumption and to prevent assaults from occurring from an area, which (owing to privacy) cannot be effectively monitored.

Additionally, it is imperative that Crowd Controllers ensure that no male (other than staff members) enter the female toilets, either of their own design or as a result of being enticed into the toilets.

8.22 Male Toilets

The male toilets are to be physically patrolled by a Crowd Controller (on average) at least 3 – 4 times per hour during the operations of the venue. Crowd Controllers are to ensure that rubbish and cans or other refuse is removed from the toilet areas during those inspections.

Additionally, patrons are to be discouraged from "loitering" in and around the toilet areas.

Spills or other hazards are to be immediately reported to the Security Supervisor for attention by floor staff. In appropriate circumstances, a "Caution" sign is to be placed so as to warn patrons of any potential dangers or in urgent cases by

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

closing that particular part of the venue, or by having a Crowd Controller positioned to avoid injury until such time as a sign can be positioned and/or the spill cleaned.

Staff who make observations within the Male Toilets are to ensure that no more than one person at a time is permitted into a cubicle. Patrons who refuse this reasonable request of staff are to be asked to leave. This instruction is designed to minimise the possibility of drug trafficking or consumption and to prevent assaults from occurring from an area, which (owing to privacy) cannot be effectively monitored.

Additionally, it is imperative that Crowd Controllers ensure that no female enters the male toilets, either of their own design or as a result of being enticed into the toilets.

8.23 External Observations

Crowd Controllers positioned at the front entrance to the premises are to ensure that the amenity of the area is not disturbed. Patrons that loiter around external streets, or elsewhere within the vicinity of the venue are to be closely observed.

Wherever possible patrons should be discouraged from loitering in the vicinity and requested to move on.

Those staff that locate rubbish in the vicinity of the venue is to ensure that is cleaned, where possible by floor staff or if unavailable, the Crowd Controller themselves, regardless of the origin of the rubbish.

In some cases this rubbish removal may necessitate the "wash away" of fluids, which will be undertaken by Bussys.

8.24 Ejection of Patrons

Any individual who is identified as being involved in drug use, violence, drunkenness or other anti-social behaviour must be ejected from the premises. The ejection is to be undertaken using a minimum of force. In most situations this can be achieved with appropriate communication skills.

Ejections should be undertaken with speed, and with a superiority of numbers, having regard to the safety of staff and the person being ejected. Crowd Controllers should not get into a verbal argument about whether a patron should or should not be ejected. Crowd Controllers should undertake an investigation as to why an ejection is or is not warranted and make a decision. They should not delay making a decision as this indecisiveness may cause further arguments.

No ejection is to occur without the knowledge of the Security Supervisor, who, where possible, will supervise the removal of the patron. Wherever possible, the identity of the person being ejected should be obtained.

Patrons who are involved in disputes with other patrons are to be removed from the premises using opposing exits or by delaying the ejection of one of the parties. This is to reduce the likelihood of patrons continuing their disagreements once ejected. Crowd controllers positioned near entrances/exits should monitor

2.3.3 Town Planning Application - No. 5 Riverend Road, Bangholme (Planning Application No. PLN19/0462) (Cont.)

the on-going behaviour of ejected patrons to reduce the likelihood of patrons becoming anti-social in the vicinity of the premises and thereby affecting the amenity of the neighbourhood. In situations where a dispute becomes likely to continue, the Security Supervisor should request the attendance of the Police to ensure that further assaults do not occur.

Wherever possible, patrons who are to be ejected should be removed from the premises with the least interference to other patrons. In some situations this may necessitate their removal from an entrance other than the front main entrance.

Patrons who have been ejected from the premises for drunkenness or drug use, are to be ejected having regard to their on-going welfare. In situations where patrons are not able to be cared for by a sober, responsible adult, the patron should be afforded the opportunity to be driven home by taxi or other appropriate means. Under no circumstances is a drug affected or drunken patron to be left to their own devices, unless the patron them self insists.

Under no circumstances are patrons to be removed via or to areas that are not protected by the premises' electronic security systems. Crowd Controllers who are not able to justify why this instruction is not undertaken will face disciplinary action.

In situations where patrons are to be restrained, either for their own welfare or where the restraint is necessary to hold a patron for Police (pending their arrival), then the patron is to be restrained having regard to preventing restraint asphyxia.

In situations where a patron is restrained, the Security Supervisor MUST supervise the patron whilst the patron is being restrained.

8.25 Undertaking of Park Activities

Patrons still participating in Park activities will not be served alcohol. This will be managed by the removal or de-activation of wristbands where appropriate.

The serving of alcohol does not change the Park's operational risk assessment processes. All staff regardless of the time of day or the operational status of our serving of alcohol are responsible for monitoring that Patron's undertaking activities are not under the influence of alcohol and drugs.

The ability to bring food and drinks into the venue will be limited once venue is licenced to ensure that patrons do not take the opportunity to bring alcohol into the venue.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02)

File Id:	509245
Responsible Officer:	Director City Planning, Design and Amenity
Attachments:	Assessed plans

Application Summary

Applicant:	Melanie Ellis. Change of Plan
Proposal:	Amendment to: Use and development of the land for Industry (brewery), reduction in the car parking requirements and to use land to sell and consume liquor. The amendment seeks to: <ul style="list-style-type: none">• Alter conditions on the permit to increase patron numbers and hours of operation and to allow food to be served.• Extend the red line area.• Allow for an additional reduction in car parking.• Add a roller door to the northern elevation.
Zone:	Commercial 1 Zone
Overlay:	Development Contributions Plan Overlay (Schedule 3) Development Plan Overlay (Schedule 6)
Ward:	Red Gum

The application proposes to amend an existing planning permit.

Planning permit PLN17/0424.01 allows for the use and development of the land for Industry (brewery), reduction in the car parking requirements and to use land to sell and consume liquor. A permit was required pursuant to:

- Clause 34.01-1 (C1Z): A planning permit is required for the use of the land for Industry.
- Clause 34.01-4 (C1Z): A planning permit is required for buildings and works.
- Clause 52.27: A planning permit is required to use land to sell or consume liquor.
- Clause 52.06-3: A planning permit is required to reduce the number of car parking spaces required under Clause 52.06-5.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

The applicant is now proposing to amend the permit conditions and the endorsed plans to increase patron numbers, increase the red line area, allow food to be served, rearrange the internal layout and install a roller door on the northern elevation.

The applicant is also proposing to change the use of the front portion of the building from manufacturing sales to bar. Manufacturing sales and bar do not require a planning permit in the Commercial 1 Zone and therefore these uses do not form part of this permit application, other than to calculate car parking requirements.

This application is brought before the Council as all applications for a liquor licence (where not associated with a food and drink premises) must be determined at a Council meeting.

Assessment Summary

The proposed amendments are not considered to result in adverse amenity impacts on the surrounding area, subject to conditions to ensure that the use is appropriately controlled and maintained.

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/industrial land uses with this report recommending that the application be supported, and that an **Amended Permit** be granted subject to conditions as set out in the recommendation.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)**Subject Site and Surrounds****Subject Site**

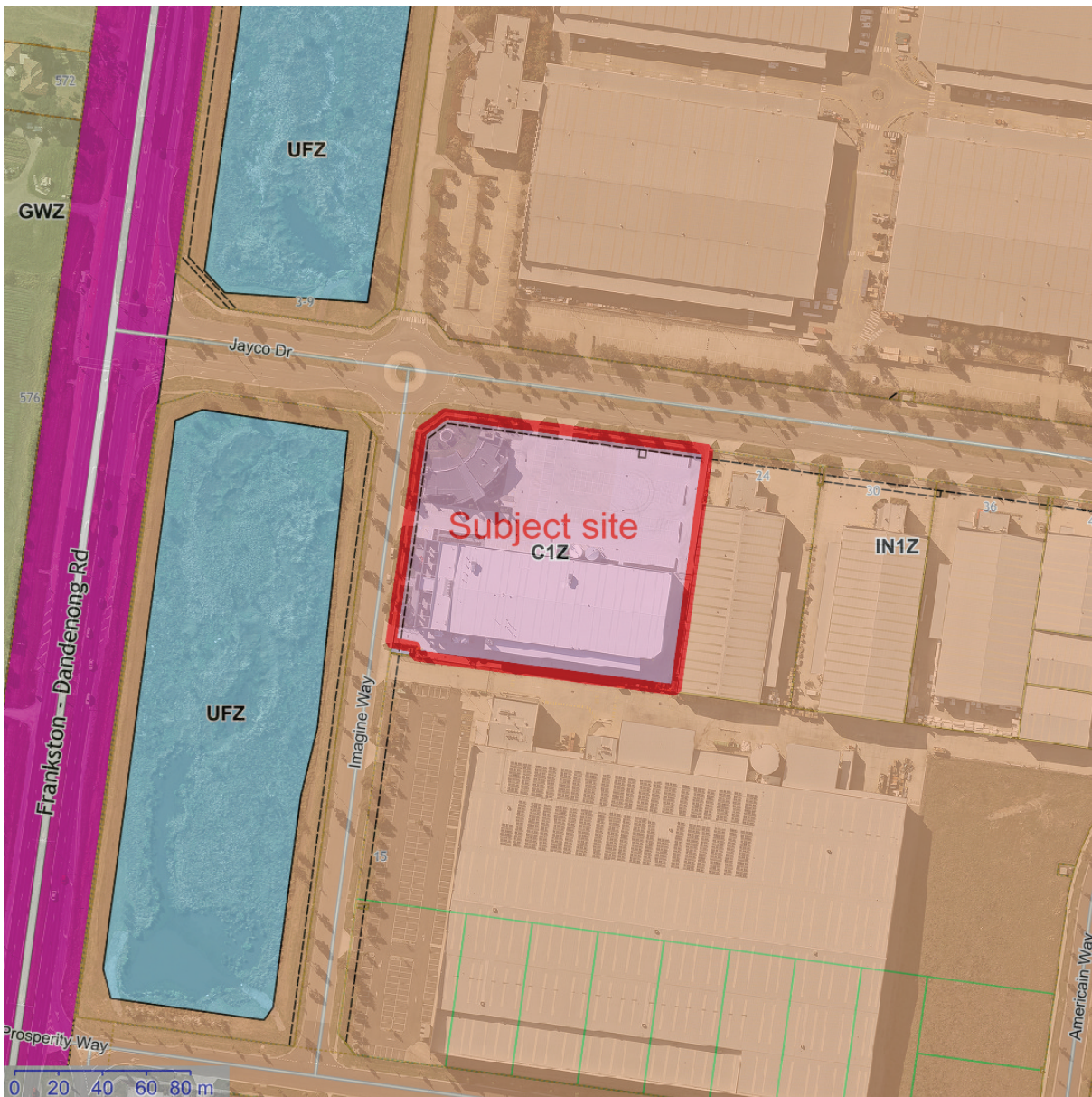
- The subject site is located on the corner of Jayco Drive and Imagine Way in Dandenong South, at the entrance to a newly developed Industrial estate.
- The site is generally rectangular in shape, with an overall area of 1.42 hectares.
- The site has a frontage to Imagine Way of 95 metres and a frontage to Jayco Drive of 120 metres.
- The site is generally flat.
- The site contains an existing food and drink premises in the north western corner, which was previously approved under planning permit PLN14/0308. Sealed car parking surrounds the food and drink premises and the remainder of the site is vacant grassed area.
- The site also contains an existing building approved under planning permit PLN17/0424, which includes Brick Lane Brewery and associated car parking.
- There is a 4 metre wide sewerage easement along the northern and western boundaries.

Surrounding Area

- To the west is Imagine Way. Further west is a drainage reserve. Further west is Frankston Dandenong Road, a major arterial road.
- To the north is Jayco Drive. Further north is a large industrial building in an Industrial Zone.
- To the south and east are large Industrial buildings in an Industrial Zone.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Locality Plan



Background

Previous Applications

A search of Council records revealed that Council has previously considered the following planning applications for the site:

- PLN17/0424 issued on 11 October 2017 for *the use and development of the land for Industry (brewery), and to use land to sell and consume liquor*. The permit was amended on 6 June 2018 to amend the preamble to include 'reduction in car parking' and amend the endorsed plans.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Plans were endorsed on 6 June 2018 and amended via secondary consent on 9 July 2018. The Alcohol Management Plan was endorsed on 23 November 2018.

- PLN14/0308 issued 5 June 2014 for *development of the land for food and drink premises*. The plans were endorsed on 28 July 2014.
- Planning permit PLN14/0308 was amended on 2 February 2016 and amended permit PLN14/0308.01 was issued for *'buildings and works in association with the development of the land for a food and drink premises, use of the land as a Place of Assembly (function centre), and the sale and consumption of liquor (including packaged liquor) associated with the use of the land.'* Additional plans were endorsed on 4 February 2016.
- Planning Permit No. PLN09/0606 was issued on 07 May 2010 for the subdivision of the land into nine (9) lots.
- The Statement of Compliance for the subdivision was issued under subdivision PSUB09/0175 on 22/06/2012.

Proposal

The application proposes to amend the permit (PLN17/0424.02) to increase patron numbers, increase the red line area, allow food to be served, internally rearrange the layout of the building and install a roller door on the northern elevation.

The following changes are proposed:

Condition 2.1

Condition 2.1 of the permit currently reads as follows:

Prior to the occupation of the building, an amended Alcohol Management Plan must be submitted to, and approved by the satisfaction of the Responsible Authority. When approved, the plan will be endorsed and form part of this permit. The plan must be generally in accordance with the plans submitted, but modified to show:

2.1. The maximum number of proposed patrons to be seated at tables, on bar stools, and standing in the internal and external Redline floor spaces. Numbers must not exceed 50, as specified by condition 11.

Condition 2.1 is proposed to read as follows:

Prior to the occupation of the building, an amended Alcohol Management Plan must be submitted to, and approved by the satisfaction of the Responsible Authority. When approved, the plan will be endorsed and form part of this permit. The plan must be generally in accordance with the plans submitted, but modified to show:

2.1. The maximum number of proposed patrons to be seated at tables, on bar stools, and standing in the internal and external Redline floor spaces. Numbers must not exceed 450, as specified by condition 11.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Condition 9

Condition 9 currently reads as follows:

Food may only be served in conjunction with the tastings, and must not be served separately to the tastings, to the satisfaction of the Responsible Authority.

Condition 9 is proposed to be deleted.

Condition 10

Condition 10 of the permit currently reads as follows:

Except with the prior written consent of the Responsible Authority, the sale of liquor may only occur between the following hours:

10.1. 11am - 10pm 7 days a week, except Anzac Day.

10.2. Anzac Day 1pm - 9pm.

Condition 10 is proposed to read as follows:

Except with the prior written consent of the Responsible Authority, the sale of liquor may only occur between the following hours:

10.1. 11am – 1am 7 days a week, except Anzac Day.*

10.2. Anzac Day 1pm - 9pm.

**the following day*

Condition 11

Condition 11 of the permit currently reads as follows:

No more than 50 patrons may be present within the brewery at any one time.

Condition 11 is proposed to read as follows:

No more than 450 patrons may be present within the brewery at any one time.

Endorsed plans and documents

The following changes to the endorsed plans and documents are proposed:

- Internal rearrangement of the office, kitchen, stair and lift.
- Addition of a roller door to the northern elevation
- Removal of the children's play area
- Change the 'manufacturing sales' area to a 'bar' area.
- Decrease the area used for 'Industry' and increase the area used for 'bar'.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

- Extend the red line area to include the area between the building and the front boundary to Imagine Way.
- Amend the landscape plan to remove some planting in the front setback to Imagine Way.
- The Alcohol Management Plan is proposed to be amended to update the patron numbers and hours of operation and hours for the sale and consumption of liquor. It is noted that the following additional items are proposed in the Alcohol Management Plan:
 - Maximum patron numbers are expected to be at 450 patrons approximately 6 times a year for larger events
 - Daily, it is anticipated the maximum number of patrons will be approximately 250.
 - Seating can accommodate approximately 60 patrons. By 1 January 2020, seating will be expanded to accommodate 90 patrons.
 - Bar hours:
 - Monday-Wednesday: 11am-11pm
 - Thursday-Saturday: 11am-11pm*
 - Sunday: 11am-11pm
 - *Private functions only to have a closing time of 1am (only for previously paid and organised function, which will only occur approximately 6 times per year).

Use

The applicant is also proposing to change the use of the front portion of the building from manufacturing sales to bar. Manufacturing sales and bar do not require a planning permit in the Commercial 1 Zone, therefore, these uses do not form part of this permit application, other than to calculate car parking requirements.

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

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

No financial resources are impacted by this report.

Planning Scheme and Policy Frameworks

The proposal requires a planning permit under the following clauses of the Greater Dandenong Planning Scheme:

- Clause 34.01-1 (C1Z): A planning permit is required for the use of the land for Industry.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

- Clause 34.01-4 (C1Z): A planning permit is required for buildings and works.
- Clause 52.27: A planning permit is required 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 1 Zone. The surrounding area is located in an Industrial 1 Zone.

The purpose of the Commercial 1 Zone outlined at Clause 34.01 is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To create vibrant mixed use commercial centres for retail, office, business, entertainment and community uses.*
- *To provide for residential uses at densities complementary to the role and scale of the commercial centre.*

Pursuant to Clause 34.01-1 (C1Z), a planning permit is required for the use of the land for Industry. The condition in the table to Clause 34.01-1 states that the use must not be a purpose listed in the table to Clause 52.10. This will be further discussed below.

Pursuant to Clause 34.01-4 (C1Z), a planning permit is required for buildings and works.

Overlay Controls

The following overlays apply to the subject site:

- Development Contributions Plan Overlay - Schedule 3 (DCPO3)
- Development Plan Overlay - Schedule 6 (DPO6)

Development Contributions Plan Overlay - Schedule 3 (DCPO3)

Pursuant to Clause 45.06-1 (Development Contributions Plan Overlay) of the Greater Dandenong Planning Scheme, a permit granted must:

- *Be consistent with the provisions of the relevant development contributions plan.*
- *Include any conditions required to give effect to any contributions or levies imposed, conditions or requirements set out in the relevant schedule to this overlay.*

Pursuant to Schedule 3 to the Development Contributions Overlay, the subject site is located within the 'Dandenong South Industrial Area Development Contributions Plan – Lyndhurst'. Contributions in accordance with the levy amounts specified at Schedule 3 must be paid as required.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Development Plan Overlay - Schedule 6 (DPO6)

Pursuant to Clause 43.04-1 (Development Plan Overlay) of the Greater Dandenong Planning Scheme:

- *A permit must not be granted to use or subdivide land, construct a building or construct or carry out works until a development plan has been prepared.*
- *A permit granted must be generally in accordance with the Development Plan.*

The approved development plan is the Dandenong South Industrial Site Development Plan (No. 1 Version 2) 45-85 & 125 Glasscocks Road, Lyndhurst Park Development Plan', prepared by Goodman Property Services Pty Ltd, dated June October 2011.

The proposal was assessed against the development plan when the original permit was issued. The proposed amendments to the plans are minor and do not impact on the requirements of the development plan.

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 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.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Clause 17.01-1 (Business) has the objective to encourage development which meets 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.

Local Planning Policy Framework

The Local Planning Policy Framework (LPPF) includes the Municipal Strategic Statement (MSS) and Local Policies. The following local planning policies are relevant to this application.

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:

Greater Dandenong has a broad and robust economic base. Reported annual construction costs in the industrial/commercial/retail sector, exceeded \$190 million in the year to June 2006. In 2006, 48,000 residents of Greater Dandenong were in paid work, with manufacturing.

Industry ranges from small-scale light industries in older established areas, to newer, general industrial estates, with large allotments and purpose-built factories. Key industries located in Greater Dandenong include advanced manufacturing in automotive, plastics and scientific equipment, as well as food processing and distribution, and metal fabrication. Greater Dandenong's large industrial areas house some key national and international organisations. New 'high tech' industry is steadily replacing the traditional heavy industry upon which the region depended in the post-war period.

Clause 21.04 – Land Use

“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.”

“Social issues – Local retail centres can act as a focus for local communities helping strengthen local connections. Entertainment and associated uses are important in maintaining local cultural vitality but need to be managed to avoid late night disturbances to surrounding residents, and inadequate provision of car parking.”

Clause 21.05 Built form. Clause 21.05-1 urban design, character, streetscapes and landscapes is of relevance to the application which incorporates the following objectives:

To facilitate high quality building design and architecture.

To facilitate high quality development which has regard for the surrounding environment and built form.

To protect and improve streetscapes.

To ensure landscaping that enhances the built environment.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Clause 22.03 Built form. Clause 23.03 Urban design in commercial and industrial areas is of relevance to the application which incorporates the following objectives:

To improve the appearance of all commercial and industrial areas, and particularly development along main roads and at identified gateway sites.

The policy sets out a number of matters to be taken into account when considering an application for use and development. The proposal was assessed against these requirements when the original permit was issued. The proposed amendments to the plans are minor and do not impact on these requirements.

Particular Provisions

Clause 52.06 – Car Parking

The purposes of this provision are:

- *To ensure that car parking is provided in accordance with the State Planning Policy Framework and Local Planning Policy Framework.*
- *To ensure the provision of an appropriate number of car parking spaces having regard to the demands likely to be generated, the activities on the land and the nature of the locality.*
- *To support sustainable transport alternatives to the motor car.*
- *To promote the efficient use of car parking spaces through the consolidation of car parking facilities.*
- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

Clause 52.06-2 notes that a new use must not commence or the floor area of an existing use must not be increased until the required car spaces have been provided on the land.

The required spaces are identified in the table to Clause 52.06-5.

It is noted that since the issue of planning permit PLN17/0424.01, the requirements of Clause 52.06-5 have changed. On 31/7/2018, VC148 made changes to 52.06, including applying the car parking rates in Column B of Table 1 if any part of the land is identified as being within the Principal Public Transport Network Area as shown on the *Principal Public Transport Network Area Maps* (State Government of Victoria, 2018). The subject site is within the PPTN area, therefore column B now applies.

Column B in the table at Clause 52.06-5 specifies that the following car parking rate is required for the use of the land for Industry:

- 1 space to each 100 square metres of net floor area.

Column B in the table at Clause 52.06-5 specifies that the following car parking rate is required for the use of the land for bar:

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

- 3.5 spaces to each 100 square metres of leasable floor area.

Car parking is to be designed and constructed in accordance with the requirements of Clause 52.06-8 and 52.06-10 of the Scheme.

The required number of car parking spaces is provided on the land. This will be further discussed below.

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.*

A planning permit is required to use land to sell or consume liquor. This will be further discussed below.

Clause 52.34 – Bicycle Facilities

The purposes of this provision are:

- *To encourage cycling as a mode of transport.*
- *To provide secure, accessible and convenient bicycle parking spaces and associated shower and change facilities.*

Clause 52.34-1 notes that a new use must not commence or the floor area of an existing use must not be increased until the required bicycle facilities and associated signage has been provided on the land.

The required facilities are identified in the table to Clause 52.34-3.

The table at Clause 52.34-3 specifies that the following bicycle facilities are required for the use of the land for industry:

- 1 space to each 1000 square metres of net floor area.

The table at Clause 52.34-3 specifies that the following bicycle facilities are required for the use of the land for bar:

- 1 employee space to each 300 square metres of leasable floor area; and
- 1 visitor space to each 500 square metres of leasable floor area.

The design of bicycle spaces should be designed in accordance with the requirements of Clause 52.34-4 of the Scheme.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

The proposal incorporates 4 bicycle spaces on the northern side of the building and are within a lockable compound.

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.

Restrictive Covenants

The subject site is subject to two restrictive covenants and one Section 173 Agreement registered on title.

Covenant AB707553L

This covenant provides that the land shall not be used or developed for the purpose of mineral, stone or soil extraction or a corrective institution or for industry as defined in the Greater Dandenong Planning Scheme if such industry has a threshold distance of 300 metres or more.

Covenant PS621649E

Restriction 1: Identifies land uses that are not permitted on the site without the prior written permission of the Gervale Nominees Pty Ltd, as well as ground material which is not to be removed from the site. The applicant is not proposing any of the listed uses and in addition, has submitted stamped plans from the Gervale Nominees Pty Ltd indicating acceptance of the proposal.

Restriction 2: Discusses rubbish, storage, building materials and positioning of utilities. The restriction requires no erection or placement of machinery or plant or to permanently store goods or materials on the lot unless they are fully screened from adjoining streets or road by a wall constructed of specific materials or any other material approved by Gervale nominees Pty Ltd. The applicant is proposing a perforated metal screen to screen the silos on the southern side of the building.

Restriction 3: Creates a restriction on the buildings finished floor levels, not below RL 8.80. The finished floor levels are RL8.90.

Restriction 4: Identifies land on the site where development cannot occur. The area is shown hatched. The proposal does not include works within the hatched area.

Agreement AE565866Y relates to the development contribution payment. The payment has been made and the proposal is not contrary to this restriction.

It is considered that the proposal will not breach the covenants or agreements registered on title.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Council Plan 2017-2021 – 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

The application was not required to be referred to any external referral authorities pursuant to Section 55 of the Planning and Environment Act 1987, however, the application was referred to Victoria Police for comment. Victoria Police provided a response stating no objection

Internal

The application was internally referred to Council's Community Wellbeing team for their consideration. The comments provided will be considered in the assessment of the application. Council's Community Wellbeing team did not object to the proposal, subject to conditions relating to maximum patron numbers and seating to be provided.

Advertising

The application was not notified to the surrounding area with respect to Section 52 of the *Planning and Environment Act* 1987 as the application is considered to be generally in accordance with the development plan prepared under Development Plan Overlay – Schedule 6 (DPO6), and as such is exempt from the notice requirements of Section 52(1)(a),(b) and (d), the decision requirements of Section 64(1),(2) and (3), and the review rights of Section 82(1) of the Act.

Assessment

The proposed amendments have been assessed against the relevant provisions of the Greater Dandenong Planning Scheme, including the purpose and intent of the Commercial 1 Zone, the Planning Policy Framework, Local Planning Policy Framework and the particular provisions for car parking and liquor licencing.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Council officers find that the proposed amendment is acceptable and would not result in any further impact to the amenity of adjoining or surrounding land.

An assessment of the proposed amendments is provided below:

Amendment to the use

The applicant proposes to continue to use the land for Industry, however, the applicant proposes to change the 'manufacturing sales' area to a 'bar'.

'Bar' is defined as; *'Land used to sell liquor for consumption on the premises. It may include accommodation, food for consumption on the premises, entertainment, dancing, amusement machines, and gambling.'*

At the time the permit was issued, a planning permit was not required for the use of the land for 'manufacturing sales'.

Under the current provisions of the Greater Dandenong Planning Scheme, pursuant to Clause 34.01-1, a planning permit is also not required for the use of the land as a 'bar'.

Amendment to the endorsed plans- internal rearrangement, roller door and landscaping

The addition of the roller door on the northern elevation has no consequence having regard to the proposal allowed by the permit. The purpose of the roller door is to allow pedestrian access to the 'bar' area from the car park during opening hours. The roller door provides additional fenestration to the northern elevation and is considered acceptable.

The internal rearrangement is not visible to the exterior. The internal rearrangement results in a decrease in the floor area used for 'Industry' and an increase in the area used for 'bar'. The amended proposal complies with the car parking requirements in Clause 52.06 of the Greater Dandenong Planning Scheme. This will be further discussed below.

The proposal seeks to reduce the width of the landscape strip off Imagine Way from 9 metres to 4 metres. This amendment to the landscaping at the front of the site is considered acceptable as a 4 metre wide landscape strip is still provided. This landscaping will still provide a suitable buffer between the proposed development and the public realm as required by Clause 15.01-2 (Urban Design Principles) in the Greater Dandenong Planning Scheme with particular regard also to Council's local policy at Clause 22.03 (Urban Design in Commercial and Industrial Areas). This landscape strip is also still consistent with the requirements of the approved DPO '45-85 & 125 Glasscocks Road, Lyndhurst Park Development Plan', prepared by Goodman Property Services Pty Ltd, dated June October 2011. The development plan sets out landscape guidelines, including a requirement for landscaping to be appropriate to the character of the area and soften car parks and buildings. The proposed 4 metre wide landscape strip can still accommodate planting to soften the building and is considered appropriate for the area.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)**Amendment to the endorsed plans and permit conditions 10 and 11- increase in red line area, increase in patron numbers and increase in the hours for the sale and consumption of liquor.**

The increase in patron numbers has no consequence to the car parking requirement. Both Industry and bar car parking is based on floor area, not patron numbers.

The site is located in a Commercial 1 zone, surrounded by Industrial and warehousing uses in an Industrial 1 Zone, therefore, it is not considered that the proposal to increase patron numbers and hours of operation will negatively impact on any sensitive uses in the area, subject to conditions. The nearest residential property located approximately 600 metres to the north/west which is located within the Green Wedge Zone.

The applicant has provided an Alcohol Management Plan. The Alcohol Management Plan has been developed to enhance safety, amenity, health and wellbeing through management of alcohol provision and seeks to ensure activities within the venue do not cause excessive/unreasonable disturbance to neighbouring properties with regards to noise, light and/or unruly behaviour. It is considered appropriate that permit conditions be applied to restrict patron numbers as outlined in the applicants proposal: 250 daily and 450 for booked function (maximum 6 per year). It is considered appropriate that permit conditions be applied to restrict hours of operation to 11pm daily, except where a private function is booked. The applicant is seeking a 1am close during private functions, however, it is considered appropriate to restrict the hours of operation to 12 am close, in line with other planning permits issued in the area and to ensure that there is no negative impact on the amenity of the area.

Deletion of condition 9- to allow food to be served.

The deletion of condition 9 to allow for food to be served is considered reasonable given that the use of the land for bar (which includes food for consumption on the premises) is a section 1 use (no planning permit required) in Clause 34.01-1 (Commercial 1 Zone) of the Greater Dandenong Planning Scheme. In addition, a planning permit is not required for a food and drink premises (including restaurant, take away food premises, convenience restaurant and bar), therefore it is considered unreasonable to restrict the service of food via a planning permit condition. The service of food will also assist the operator in meeting Responsible Service of Alcohol requirements.

Assessment of car parking

Since the issue of planning permit PLN17/0424.01, the requirements of Clause 52.06-5 (car parking) have changed. On 31/7/2018, VC148 made changes to 52.06, including applying the car parking rates in Column B of Table 1 if any part of the land is identified as being within the Principal Public Transport Network Area as shown on the *Principal Public Transport Network Area Maps* (State Government of Victoria, 2018). The subject site is within the PPTN area, therefore column B now applies.

Column B in the table at Clause 52.06-5 specifies that the following car parking rate is required for the use of the land for Industry:

- 1 space to each 100 square metres of net floor area.

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2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

Colum B in the table at Clause 52.06-5 specifies that the following car parking rate is required for the use of the land for bar:

- 3.5 spaces to each 100 square metres of leasable floor area.

The applicant has also proposed to decrease the area used for Industry and Increase the area used for Bar.

The proposed use requires 70 car parking spaces.

The existing separate food and drink premises/function centre on the land requires 60 car parking spaces to be provided, as assessed under planning permit PLN14/0308.01. Therefore, the 70 car parking spaces required by the proposed use are required to be in addition to the 60 car parking spaces already in use by the existing food and drink premises on the site.

A total of 183 car parking spaces are proposed to be located on the site, therefore, the required number of car parking spaces is provided on the site. No reduction in car parking is required or proposed.

Below is a comparison of the car parking requirement as assessed when planning permit PLN17/0424.01 was issued and the current planning scheme requirements for the proposed use and floor areas.

	Clause 52.06-5 requirement at the time PLN17/0424.01 was issued	Calculation at the time PLN17/0424.01 was issued	Clause 52.06-5 at today's date	Calculation of current proposal at today's date
Industry	2.9 to each 100sqm net floor area	4438.5 square metres /100 x 2.9 = 128 spaces	1 to each 100sqm net floor area	3899/100= 38 spaces required
Manufacturing sales	4 to each 100sqm leasable floor area	143.7 square metres /100 x 4 = 5 spaces required		
Bar			3.5 to each 100sqm leasable floor area	936.6/100 x 3.5= 32 spaces required
Total car spaces required		133 spaces required		70 spaces required
Total spaces required for the existing food		60 spaces		60 spaces

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

and drink premises/function centre.				
Total spaces required		193 spaces		130 spaces
Spaces provided		183 spaces		183 spaces
Reduction		10 spaces		No reduction.

Planning permit PLN17/0424.01 allowed for a reduction of 10 spaces, however, the amended proposal, as assessed under the current planning scheme, does not require any reduction in car parking. All required car parking is provided on the site.

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, zones, overlays and Clause 65.

Overall it is considered that the proposed amendments are appropriate having regard to the site's location within a newly established industrial estate within a Commercial 1 Zone.

The following amendments to the permit are recommended:

- Amend the preamble to delete 'reduction in the car parking requirements'
- Amend condition 2.1 to state:

The maximum number of proposed patrons to be seated at tables, on bar stools, and standing in the internal and external Redline floor spaces. As specified by condition 11, numbers must not exceed 250, except for when a private function is booked. For private functions, numbers must not exceed 450. Private functions may only occur maximum 6 times per year.

- Delete condition 9.
- Amend condition 10 to state:

Except with the prior written consent of the Responsible Authority, the sale of liquor may only occur between the following hours:

11am – 11pm 7 days a week, except Anzac Day and except when a private function is booked.

11am- 12am except Anzac Day, when a private function is booked (maximum 6 per year).*

Anzac Day 1pm - 9pm.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

**the following day*

- Amend condition 11 to state:

No more than 250 patrons may be present within the brewery at any one time, except when a private function is booked. For private functions, no more than 450 patrons may be present within the brewery at any one time. Private functions may only occur maximum 6 times per year.

- Amend the endorsed plans and documents.

The following table is to be inserted in the amended permit:

Date amended:	Brief description of amendments
[insert date of approval]	Amended permit preamble pursuant to Section 72 of the <i>Planning and Environment Act 1987</i> Amended permit conditions pursuant to Section 72 of the <i>Planning and Environment Act 1987</i> Amended endorsed plans pursuant to Section 72 of the <i>Planning and Environment Act 1987</i>

Recommendation

That Council resolves to Grant an amendment to a planning permit in respect of the land known and described as Lot 8, PS621649E, 16 Jayco Drive, Dandenong South, for the purpose of Use and development of the land for Industry (brewery) and to use land to sell and consume liquor in accordance with the endorsed plans.

For ease of reference, this permit is to be renumbered to PLN17/0424.02 with plans being endorsed to form part of this permit. The initial permit is to be superseded pursuant to Section 74 of the *Planning and Environment Act 1987*.

- 1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended plans must be drawn to scale with dimensions and 3 copies must be provided. The amended plans must be generally in accordance with the plans submitted and assessed with the application but modified to show:**
 - 1.1. 4 bicycle spaces provided either in a bicycle locker or at bicycle rail in a lockable compound to meet the requirements of Clause 52.34-3 of the Greater Dandenong Planning Scheme.**

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

- 1.2. The word 'warehouse' removed from the site plan and landscape plan and replaced with the words 'storage area'
- 1.3. The red line plan updated to reflect the car parking arrangement shown on the plan labelled 'site development plan' TP3 issue D dated 1/9/2017.

When approved, these plans will be endorsed and will form part of this permit.

2. Prior to the occupation of the building, an amended Alcohol Management Plan must be submitted to, and approved by the satisfaction of the Responsible Authority. When approved, the plan will be endorsed and form part of this permit. The plan must be generally in accordance with the plans submitted, but modified to show:

- 2.1. The maximum number of proposed patrons to be seated at tables, on bar stools, and standing in the internal and external Redline floor spaces. As specified by condition 11, numbers must not exceed 250, except for when a private function is booked. For private functions, numbers must not exceed 450. Private functions may only occur maximum 6 times per year.

- 2.2. Confirmation that, at all times during the operation of the use, there must be present on the premises a person over the age of 18 years who is responsible for ensuring the activities on the premises and the conduct of persons attending the premises do not have a detrimental impact on the amenity of the locality to the satisfaction of the responsible authority (referred to in this permit as 'the manager'). The manager must be authorised by the operator under this permit to make statements at any time on his/her behalf to any officer of the responsible authority and of the Victoria Police and/or of Liquor Licensing Victoria authorised under section 129 of the Liquor Control Reform Act 1998; and/or to take action on his/her behalf in accordance with a direction by such officer.

- 2.3. Demonstrate the aim clearly to mitigate compliance, behaviour and amenity risks that includes details of policies and procedures that will be implemented in the venue on the following:

- 2.3.1. The differing roles of managers and staff.

- 2.3.2. Patron to staff ratios for the proposed patron numbers and expected peak times.

- 2.3.3. Procedures for educating staff on changing liquor licensing laws and practices.

- 2.3.4. Amenity, safety and security mechanisms for patrons and staff entering and exiting the venue to the car park and surrounding area, eg, adequate lighting.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

- 2.3.5. Training for the licensee and staff, and required documentation for responsible service of alcohol and preventing underage drinking and dealing with emergencies, incidents and complaints.**
- 2.3.6. 'House Policies' that will be included in signage placed at key points for patrons, eg, entries, exits, outdoors, as to how the premises is managed, including:**
 - 2.3.6.1. A diagram of the Redline area.**
 - 2.3.6.2. That no alcohol is to be consumed beyond the Redline area, eg, the car park, gardens and footpaths.**
 - 2.3.6.3. That the safety, amenity and convenience of passing pedestrians and traders in surrounding areas is to be respected.**
 - 2.3.6.4. Mandatory statutory posters.**
- 3. Except with the prior written consent of the Responsible Authority, the layout of the use, buildings and works permitted must always accord with the endorsed plan and must not be altered or modified.**
- 4. Once the approved development has started, it must be continued and completed in accordance with the endorsed plan/s, to the satisfaction of the Responsible Authority.**
- 5. Except with the prior written consent of the Responsible Authority, the approved use must not commence and the land must not be occupied until all buildings and works and conditions of this permit have been complied with.**
- 6. Prior to commencement of the development, a revised Built Environment Sustainability Scorecard (BESS) to the satisfaction of the responsible authority must be submitted and approved by the Responsible Authority. The revised BESS assessment is to include the updated energy usage estimates as per the energy model (when completed).**
- 7. The development must be constructed in accordance with the sustainable design initiatives as per the BESS Assessment report (identified as project no. 8633, prepared by Sustainability House P/L) dated 26 June 2017. Any changes to the BESS assessment or other supporting documentation must not occur without written consent from the Responsible Authority.**
- 8. Malt must not be manufactured on site at any time to the satisfaction of the Responsible Authority.**
- 9. Deleted.**
- 10. Except with the prior written consent of the Responsible Authority, the sale of liquor may only occur between the following hours:**

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

10.1. 11am – 11pm: 7 days a week, except Anzac Day and except when a private function is booked.

10.2. 11am- 12am* except Anzac Day, when a private function is booked (maximum 6 per year).

10.3. Anzac Day 1pm - 9pm.

***the following day**

- 11. No more than 250 patrons may be present within the brewery at any one time, except when a private function is booked. For private functions, no more than 450 patrons may be present within the brewery at any one time. Private functions may only occur maximum 6 times per year.**
- 12. The use must comply with the endorsed Alcohol Management Plan at all times.**
- 13. Bins or other receptacles for any form of rubbish or refuse must not be placed or allowed to remain in view of the public and smell must not be emitted from any such receptacle.**
- 14. All wastes must be disposed of to the satisfaction of the Responsible Authority and no liquid waste or polluted waters shall be discharged into a sewer or stormwater drainage system.**
- 15. The site shall be kept in a neat and tidy condition at all times, all to the satisfaction of the Responsible Authority**
- 16. No gaming machines shall be installed on the premises at any time.**
- 17. Noise emitted from the premises must not exceed the permissible noise levels determined in accordance with the State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) No. N-1.**
- 18. The licensed area shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority and VCGLR (Victorian Commission for Gambling and Liquor Regulation).**
- 19. The amenity of the area must not be detrimentally affected by the use of land , including through the:**
 - 19.1. Transportation of materials, goods or commodities to or from the land;**
 - 19.2. Appearance of any building, works or materials;**
 - 19.3. Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, girt or oil;**
 - 19.4. presence of vermin;**

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

- 19.5. adverse behaviour of patrons to or from the land; or**
- 19.6. in any other way.**
- 20. The Cup and Saucer Water Tank, shown on the plans as 'existing well' must not be modified in any way without the consent of the Responsible Authority.**
- 21. Provision must be made for the drainage for proposed development including landscaped and paved areas, all to the satisfaction of the Responsible Authority.**
- 22. The connection of the internal drainage infrastructure to the LPD must be to the satisfaction of the Responsible Authority.**

Collected stormwater must be retained onsite and discharged into the drainage system at pre development peak discharge rates as stated in the LPD approval letter. Approval of drainage plan including any retention system within the property boundary is required.
- 23. Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority.**
- 24. Before the use commences, all parking areas and accessways must be:**
 - 24.1. Constructed and available for use in accordance with the plan approved by the responsible authority;**
 - 24.2. formed to such levels and drained so that they can be used in accordance with the plan; and**
 - 24.3. line-marked or provided with some other adequate means of showing the car parking spaces.**
- 25. Car spaces, access lanes, loading bays and driveways must be maintained (including line marking) and kept available for these purposes at all times.**
- 26. The car parking area must be lit if in use during the hours of darkness and all lights must be designed and fitted with suitable baffles. The lighting must be positioned to prevent any adverse effect on adjoining land and must not be considered excessive for the area, all to the satisfaction of the Responsible Authority.**
- 27. The loading and unloading of goods from vehicles must only be carried out on the land within the designated loading bay(s) and must not disrupt the circulation and parking of vehicles on the land.**

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

- 28. The site operator must endeavour to prevent site bound commercial vehicles queuing on arrival along the public access road. Accordingly, access driveways/roadways/aisles providing access to loading areas on-site must not be gated during operating hours or feature control points (i.e. boom gates, guardhouse or similar) without suitable queuing space on site, all to the satisfaction of the Responsible Authority.**
- 29. Loading and unloading on the site must be in accordance with the endorsed Traffic and Parking Management Plan.**
- 30. Before the use commences, all landscaping as shown on the endorsed plans, including trees, shrubs and lawn, must be planted to the satisfaction of the Responsible Authority.**

At all times, the landscaping must be maintained to the satisfaction of the Responsible Authority

- 31. This permit will expire if one of the following circumstances applies:**
 - 31.1. the development or any stage of it does not start within two (2) years of the date of this permit, or**
 - 31.2. the development or any stage of it is not completed within four (4) years of the date of this permit,**
 - 31.3. the use does not start within one (1) year of the completion of the development,**
 - 31.4. the use is discontinued for a period of two (2) years.**

Before the permit expires or within six (6) months afterwards the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date.

The owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date to complete the development or a stage of the development if:

- (a) the request for the extension is made within twelve (12) months after the permit expires; and**
- (b) the development or stage started lawfully before the permit expired**

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

STATUTORY PLANNING APPLICATIONS

TOWN PLANNING APPLICATION - NO. 41 IMAGINE WAY (FORMALLY KNOWN AS 16 JAYCO DRIVE) DANDENONG SOUTH (PLANNING APPLICATION NO. PLN17/0424.02)

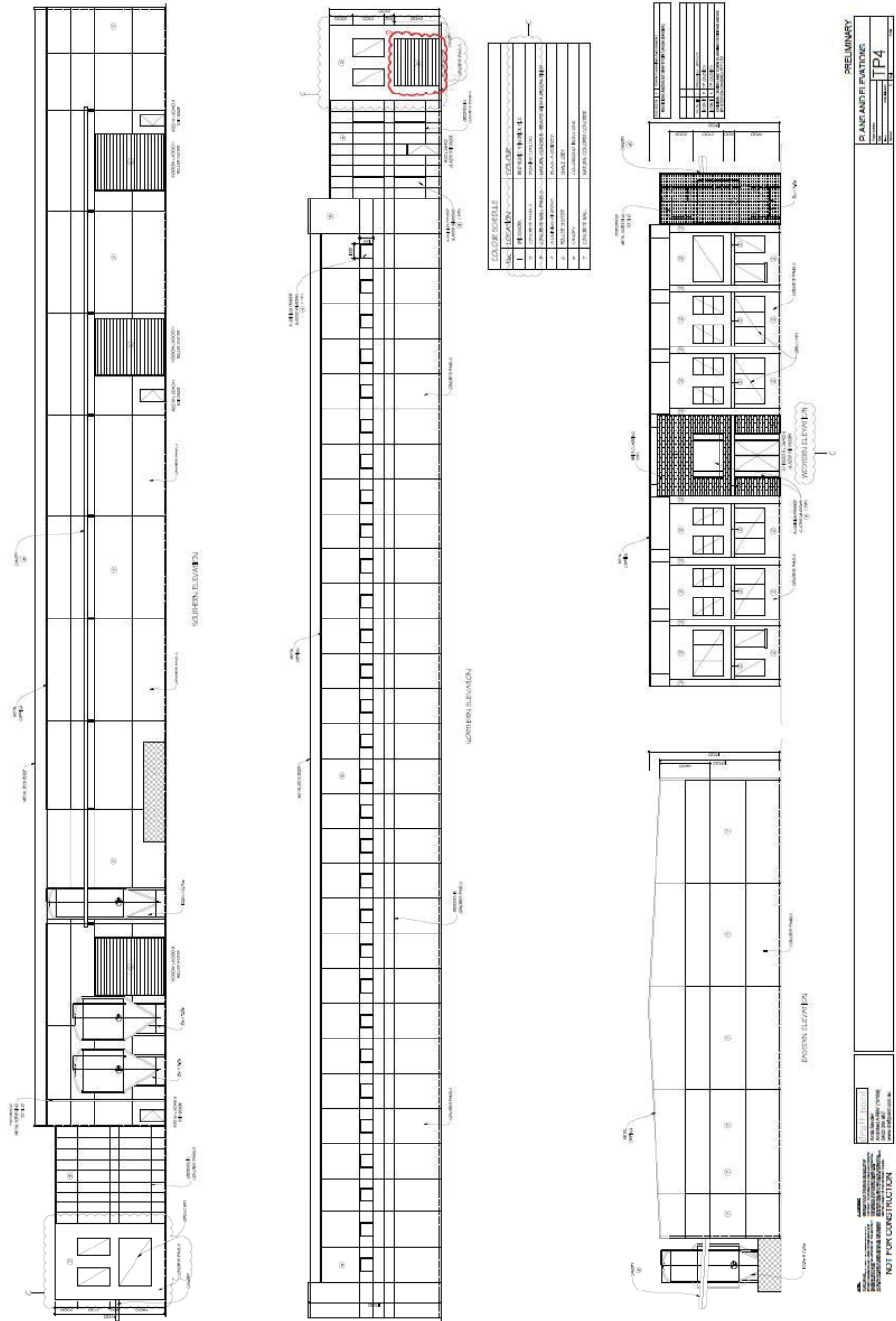
ATTACHMENT 1

ASSESSED PLANS

PAGES 7 (including cover)

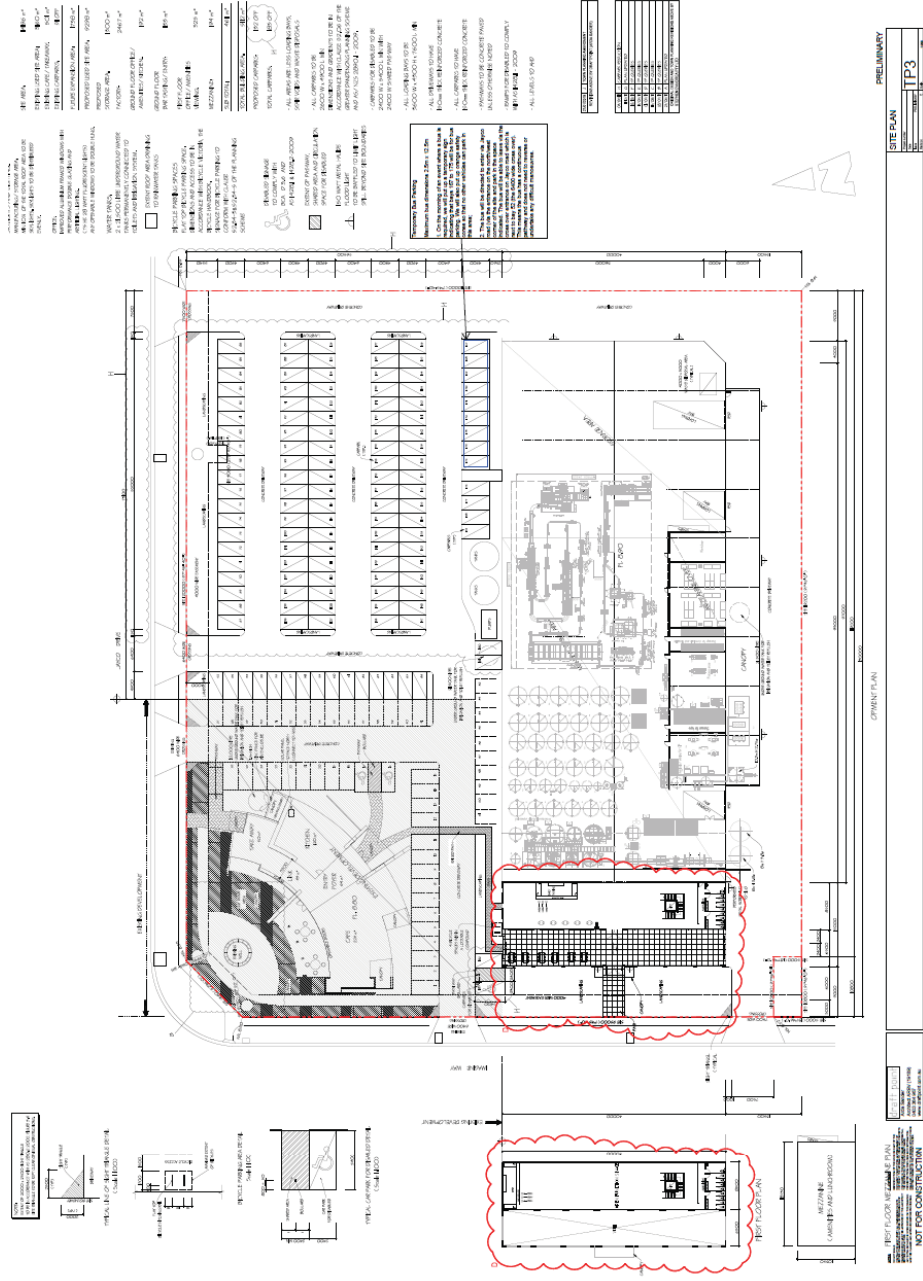
If the details of the attachment are unclear please contact Governance on 8571 5235.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

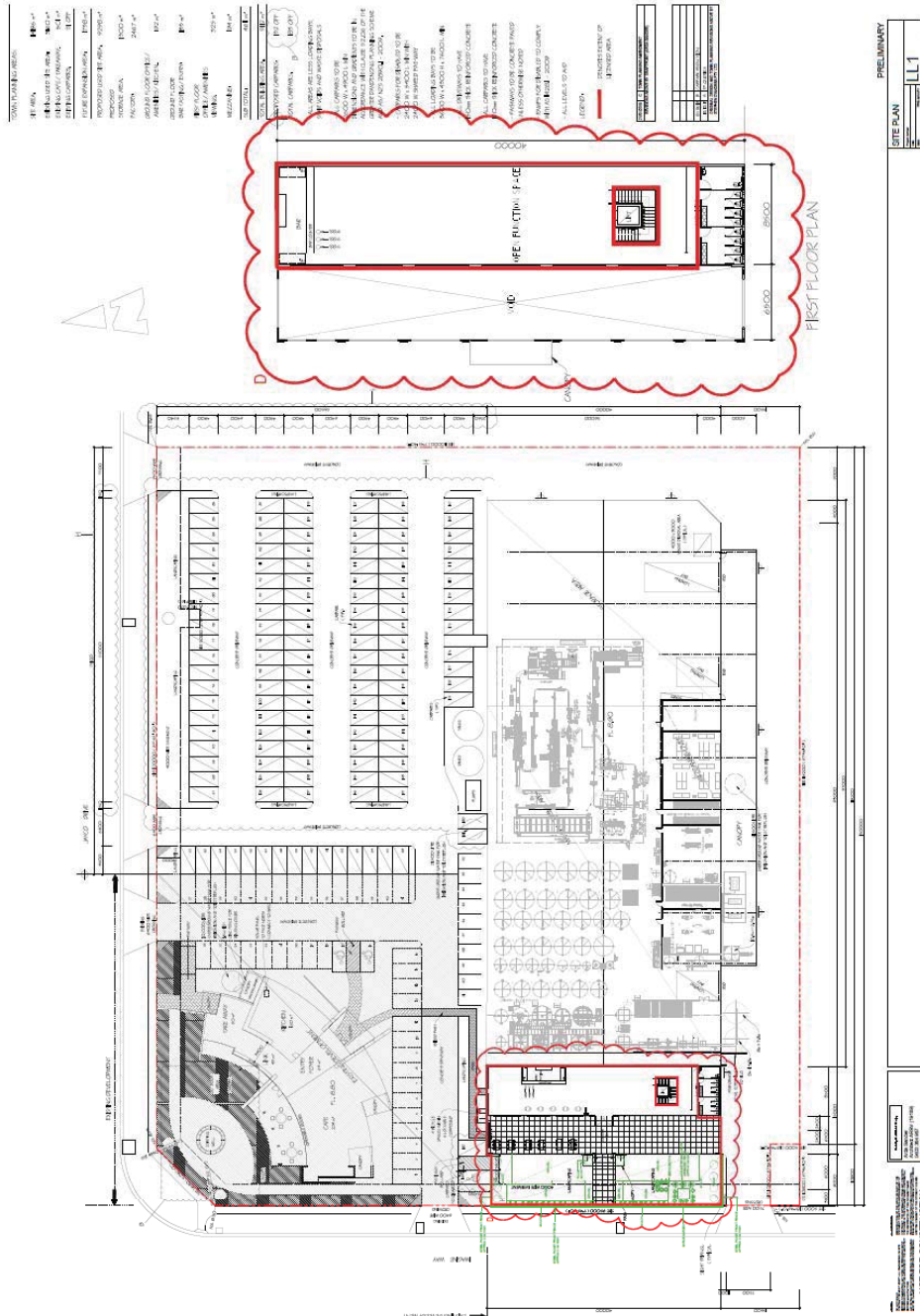


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2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)



2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)



ORDINARY COUNCIL MEETING - AGENDA

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)**Brick Lane Brewing Co - Alcohol Management Plan**

This House policy is to maintain Brick Lane Brewing Co Pty Ltd's obligations with Responsible Service of Alcohol and ensure full compliance with the Victorian Liquor Control Act 1998.

Brick Lane Brewing Community is committed to the responsible service of alcohol and protection of our patron's welfare at all times while on our premises or being served Brick Lane Products at our external events. In making this commitment, Brick Lane will adhere to the local council authority's own alcohol management plan.

Responsible Service of Alcohol**Minors are not permitted:**

- To consume or be supplied with alcohol at any time even by a parent or guardian.
- To be seated at any bar throughout the premise.
- No person under the age of 18 may be on the premises after ordinary trading hours (until 11:00pm) unless attending a private function.
- Persons under 18 years of age are not permitted on the licensed premises unless in the company of a responsible adult or legal guardian.
- The above will be noted in the 'In House Rules'.

Intoxicated or Disorderly patrons will:

- Be refused entry to all areas of the premises.
- Be refused service and asked to leave or be removed from the premises immediately.
- Be offered non-alcoholic beverages, water and a taxi will be called if required.
- Customers who, harass, discriminate, verbally or physically assault staff will be removed and banned from Brick Lane Brewing Co
- Customers refusing to leave the premise when asked to do so and continue to act in an unruly, disorderly or objectionable manner will be referred to the Victoria police and may be subject to "on the spot" fines exceeding \$7,000. Management will take whatever action is necessary to ensure that intoxicated or disorderly patrons do not remain on the premises, that our staff, patrons and the public are kept safe and free from harassment and that all laws relating to the safe operations of the premises are upheld.

Maximum Number of Persons:

- The maximum number of patrons to be seated at tables, on bar stools, and standing in the internal and external Redline floor spaces must not exceed 450.
- Maximum patron numbers are expected to be at 450 patrons approximately 6 times a year for larger events (security details below).
- Seating will always be provided, with layouts subject to change pending on the day and/or type of event. Seating can accommodate approximately 60 patrons. By 1 January 2021, seating will be expanded to accommodate 90 patrons to provide the recommended 75% seating ratio for a venue's total expected daily patrons of approximately 120, which will support a casual cafe-style arrangement for the ground floor and/or smaller events.
- Seating for private events will be provided depending on the nature of the event and expected patrons.

Monitoring of Activities on Premises:

- At all times during the operation of the Premises, there must be present on the premises a person over the age of 18 years who is responsible for ensuring the activities on the premises and the

ORDINARY COUNCIL MEETING - AGENDA

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)

conduct of persons attending the premises do not have a detrimental impact on the amenity of the locality.

- The manager must be authorised by the operator under this permit to make statements at any time on his/her behalf to any officer of the responsible authority and of the Victoria Police and/or of Liquor Licensing Victoria authorised under section 129 of the Liquor Control Reform Act 1998; and/or to take action on his/her behalf in accordance with a direction by such officer.
- CCTV security systems will be in place to monitor high risk areas. Footage will be retained for 3 months for Police or VCGLR evidentiary needs if required.
- The premises security staff levels are to reflect Victoria Police recommendations for crowd control effectiveness where there are 2:100 security personnel for the first 100 patrons and 1:100 thereafter.
-

Service hours:

- The sale of liquor may only occur between the following hours
 - 11am – 1am 7 days a week (except Anzac day)
 - Anzac day 1pm – 9pm
- Tap House hours:
 - Monday-Wednesday: 11am-11pm
 - Thursday-Saturday: 11am-11pm*
 - Sunday: 11am-11pm
- Private functions only to have a closing time of 1am

*If liquor licence states the business is allowed to stay open for previously paid and organised function (i.e. deposit paid, T&C's signed).

Brick Lane has in place policies to ensure:

- The roles of managers and staff are clearly defined
- Patron to staff ratios are appropriate at all times, including peak times, with 2 staff for the first 50 patrons and 1 more for each 25 after that.
- A security guard will be provided for events of 75 people and over.
- Procedures for educating staff on changing liquor licensing laws and practices
- Amenity, safety and security mechanisms for patrons and staff entering and exiting the venue to the car park and surrounding area, eg, adequate lighting
- Training for the licensee and staff, required documentation for responsible service of alcohol and preventing underage drinking and dealing with emergencies, incidents and complaints.
- 'House Policies' are included in signage placed at key points for patrons, eg, entries, exits, outdoors, as to how the premises is managed, including:
 - 'Alcohol is not to be consumed in any public places in the municipality such as in the car park and connected areas, and that up to a \$1,000 Local Laws fine applies.'
 - 'The safety and amenity of, pedestrians, businesses, and property in surrounding areas is to be respected upon leaving the premises.'
- That the safety, amenity and convenience of passing pedestrians and traders in surrounding areas is to be respected
- Mandatory statutory posters will be displayed in strategic locations throughout the premises.

2.3.4 Town Planning Application - No. 41 Imagine Way (formally known as 16 Jayco Drive) Dandenong South (Planning Application No. PLN17/0424.02) (Cont.)



- Exclusive use of the tap room is only offered on Mondays-Wednesdays (when otherwise not open to the public).
- Larger functions will be staying in separate area and will end later. Wristbands and separate entrance points will also be allocated to ensure appropriate differentiation of patrons on site. Patrons using the function area will be separated and are able to use one of the three entrances (will be designated prior to event) to ensure adequate separation. Door lists and wrist bands will also be in place.

Brick Lane is committed to ensuring the following:

- Comply with the licence conditions and the "Hotel policies" pertaining to Responsible service of alcohol.
- Trained and accredited in "Responsible Service of Alcohol".
- Comply with their obligations under Victorian Liquor Control Act 1998.
- Ensure all mandatory statutory posters are displayed at all times.
- Comply with a patron "Duty of care" including drink spiking, violence and harassment policies and issues.
- Will check Identification from persons appearing to be under the age of 25yrs.
 - a) If no acceptable ID as dictated by liquor licensing law is made available that person will be refused entry to the premise and if in venue asked to leave.
- Will record all incidents and issues pertaining to breaches of responsible Service of Alcohol policies in the incident register.
- Not permitted to serve or allow minors to consume or be supplied with liquor on the licensed premise at any time.
- To ensure all contracted or employed security staff are fully licensed under the Victorian Private Security Act 2004 and accredited in RSA.
- Comply with of fire and emergency evacuation plans and procedures.
- Only able to provide alcohol in standard measured quantities.
- Will consider the amenity of its neighbours and the safety of its patrons at all times.
- Engage only in promotions that promote responsible service practices and will not encourage rapid or excessive consumption of alcohol.
- Operates CCTV in all high risk areas. Captured and recorded images are retained for any incident where a person is removed from the venue or is removed injured from the venue and may, on request, be provided to Liquor Licensing Division and or Victoria Police.
- Enforces a dress code as part of its terms of entry and is clearly advised at the entry.
- Ensuring staff and security personnel numbers reflect the Victoria Police requirements.

Entry to these premises is conditional on complying with, but not limited to the contents.

3 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 Greater Dandenong City Council. Questions must comply with clause 31 of Council's current Meeting Procedure Local Law.

QUESTIONS FROM THE GALLERY

Questions are limited to a maximum of three (3) questions per individual. Where time constraints deem it likely that not all questions can be answered within the time allowed for Question Time, the Mayor at his/her discretion may determine only the first question may be presented verbally with others deferred to be managed in the same manner as public questions not verbally presented. Priority will be given to questions that relate to items on the Council Agenda for that meeting. Questions including any preamble should not exceed 300 words.

a) All such questions must be received in writing on the prescribed form or as provided for on Council's website and at Ordinary meetings of Council. Where there are more than three (3) questions received from any one individual person, the Chief Executive Officer will determine the three (3) questions to be considered at the meeting.

b) All such questions must clearly note a request to verbally present the question and must be received by the Chief Executive Officer or other person authorised for this purpose by the Chief Executive Officer no later than:

- i) the commencement time (7.00pm) of the Ordinary meeting if questions are submitted in person; or
- ii) noon on the day of the Ordinary meeting if questions are submitted by electronic medium.

c) A question can only be presented to the meeting if the Chairperson and/or Chief Executive Officer has determined that the question:

- i) does not relate to a matter of the type described in section 89(2) of the Act (confidential matters);
- ii) does not relate to a matter in respect of which Council has no power to act;
- iii) is not defamatory, indecent, abusive or objectionable in language or substance, and is not asked to
embarrass a Councillor or Council officer; and
- iv) is not repetitive of a question already asked or answered (whether at the same or an earlier meeting).

d) If the Chairperson and/or Chief Executive Officer has determined that the question may not be presented to the Meeting, then the Chairperson and/or Chief Executive Officer:

- i) must advise the Meeting accordingly; and
- ii) will make the question available to Councillors upon request.

3 QUESTION TIME - PUBLIC (Cont.)

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

4 OFFICERS' REPORTS - PART TWO

4.1 CONTRACTS

4.1.1 Contract No. 1920-12 Greaves Reserve - Tennis Court Resurfacing (Stage 2)

File Id: qA404658
Responsible Officer: Director Business, Engineering and Major Projects

Report Summary

This report outlines the tender process undertaken to select a suitably qualified and experienced contractor to undertake Stage 2 of the tennis court construction and improvement works at the Greaves Reserve Tennis Court Facility in Dandenong.

Recommendation Summary

This report recommends that Council awards Contract 1920-12 to A.S. Lodge (Vic) Pty Ltd for a fixed lump sum price of Five Hundred and Sixty Six Thousand, Six Hundred and Seventeen Dollars (\$566,617.00) including \$51,510.64 GST.

This is a Lump Sum Contract and not subject to rise and fall.

4.1.1 Contract No. 1920-12 Greaves Reserve - Tennis Court Resurfacing (Stage 2) (Cont.)

Introduction

Greaves Reserve located in Bennet Street Dandenong has within it a tennis court facility consisting of four asphalt paved and acrylic surfaced tennis courts and two synthetic turf courts. The acrylic courts have reached the end of their useful lifespan and now require reconstruction and reconfiguration. The project is being undertaken in two stages to minimise inconvenience to the tennis club. Stage 1 works were undertaken in the first half of 2019 and have now been completed.

Stage 2 works include the remaining four western acrylic courts which are to be resurfaced, reconfigured and realigned. Other elements of the project include; construction of a spectator area between the courts, new tennis court nets and posts a new lighting system, as well as new perimeter fencing and reconfigured court access which will be DDA (Disability Discrimination Act) compliant.

Tender Process

This tender was advertised in The Age newspaper and on Council's website on 14 September 2019 and closed at 2PM Thursday 3 October 2019.

At the close of the tender advertising period, five (5) submissions were received from the contractors as indicated below:

A.S. Lodge (Vic) Pty Ltd
Blue Peak Constructions Pty Ltd
Contek Constructions Pty Ltd
GrasSports Australia Pty Ltd
iDwala Pty Ltd

Tender Evaluation

The evaluation panel comprised of Councils Coordinator Open Space Projects, Project Manager, Capital Works Program Officer and Senior Contracts Officer.

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

	Evaluation Criteria	Weighting
1	Price	45%
2	Relevant Experience	25%
3	Capability	20%
4	Social Procurement	5%
5	Local Industry	5%
6	OH&S Systems	Pass / Fail

4.1.1 Contract No. 1920-12 Greaves Reserve - Tennis Court Resurfacing (Stage 2) (Cont.)

7	Environmental System	Pass / Fail
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Points were awarded on a scale 0 – 5 based on the score parameters listed below.

Score	Description
5	Excellent
4	Very Good
3	Good, Better than Average
2	Acceptable
1	Marginally Acceptable (Success Not Assured)
0	Not Acceptable

Each submission was assessed and ranked against all evaluation criteria, to ensure that each tenderer met the standards required for Council contractors. A fail in any criterion would automatically exclude a tenderer from further consideration for this contract.

The five (5) submissions were assessed and the weighted attribute points scores resulting from the assessment are shown in the following table:

Tenderer	Price Points	Non-Price Points	OH&S	ENV	Total Score
A.S. Lodge (Vic) Pty Ltd	1.55	2.13	Pass	Pass – Certified System	3.68
iDwala Pty Ltd	1.13	2.05	Not Assessed		3.18
Contek Constructions Pty Ltd	1.13	2.00	Pass – Certified Systems		3.13
GrasSports Australia	0.65	2.29	Not Assessed		2.94
Blue Peak Constructions Pty Ltd	0.54	1.10	Not Assessed		1.64

At the completion of the tender evaluation process described above, the Evaluation Panel agreed that the tender submission from A.S. Lodge (Vic) Pty Ltd would provide the Best Value outcome for Council.

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

4.1.1 Contract No. 1920-12 Greaves Reserve - Tennis Court Resurfacing (Stage 2) (Cont.)

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

Relevant Experience/Track Record

A.S. Lodge has been continuously involved in the construction of synthetic tennis courts and other recreational facilities since 1979. As [tennis court builders](#) the company understands that constructing tennis courts takes careful planning and management working closely with the club to minimise impacts whilst the construction phase is in progress. As professional tennis court design and construction contractors they abide by industry regulations in all areas involving tennis court construction. A.S. Lodge is a professional member of the sports Contractors Association of Australia.

A.S. Lodge has also completed the following contracts of a similar nature:

- Stage 1 Greaves Reserve Tennis Courts – City of Greater Dandenong
- Stage 1 Rosswood Tennis Club – City of Greater Dandenong
- Tennis Courts x 3 inc fencing & lights – Moreland City Council
- Tennis Courts x 4 inc fencing & lights – Cardinia Shire Council

Financial Implications

The contract price of \$566,617 including \$51,510.64 GST is within the budget allocation available for the project.

Lump Sum – A lump sum contract or a stipulated sum contract will require that the supplier agree to provide specified services for a stipulated or fixed price.

Social Procurement

A.S. Lodge are located in the Shire of Yarra Ranges.

Local Industry

1.2% (approx. \$7k) of materials have been indicated by A.S. Lodge to fall within Council's "Local Content".

Consultation

During the tender evaluation process and in preparation of this report other relevant Council Officers have also been consulted to seek their input and specialist advice.

Conclusion

At the conclusion of the tender evaluation process the evaluation panel agreed that the tender submission from **A.S. Lodge (Vic) Pty Ltd** represented the best value outcome for Council and should be accepted due to:

1. Their conforming tender submission and understanding of the project brief;

4.1.1 Contract No. 1920-12 Greaves Reserve - Tennis Court Resurfacing (Stage 2) (Cont.)

2. Their level of experience, staff resources and the range of available equipment; and
3. Their demonstrated methodology to implement the project, their submitted program and work plan to the satisfaction of the Project Manager.

Recommendation

That Council:

1. **awards Contract 1920-12 to A.S. Lodge (Vic) Pty Ltd for a fixed lump sum price of Five Hundred and Sixty Six Thousand, Six Hundred and Seventeen Dollars (\$566,617.00) including \$51,510.64 GST; and**
2. **signs and seals the contract documents when prepared.**

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services

File Id: qA 402346
Responsible Officer: Director Business, Engineering and Major Projects

Report Summary

This report outlines the collaborative tender process undertaken for the provision of Tree Pruning and Other Associated Tree Services.

This service was identified as a collaborative procurement opportunity through the Eastern Region Procurement Network.

In the spirit of cooperation, Manningham City Council, Banyule City Council, Greater

Dandenong City, Monash City Council, Moreland City Council, Nillumbik Shire Council, Whitehorse City Council & Yarra Ranges Shire Council collaborated to tender for the provision of tree pruning and associated services together, saving on tender administration costs and reducing the cost for supplier engagement.

The initial contract term is four (4) years from the date of commencement, with an option to extend the contract by one (1), twenty-four (24) month extension at the sole and absolute discretion of Council.

This is a Lump Sum and a Schedule of Rates based contract.

Recommendation Summary

This report recommends that Council awards Contract 1819-52COL for the Provision of Tree Pruning & Other Associated Services in the following parts:

PART A – Tree Pruning - Cyclical Block Pruning Program (One Supplier)

To Active Tree Services Pty Ltd for the fixed lump sum price for four years of Three Million, Eight Hundred and Thirty Three Thousand, Eight Hundred and Sixty Three Dollars and Eighty Eight Cents (\$3,833,863.88) including GST of \$348,533.08; and

PART B – Tree Pruning and Other Associated Services (Panel of Suppliers)

To a panel of nine suppliers for a Schedule of Rates comprising:

- a. ArborCo Australia Pty Ltd;
- b. Abor Spray Pty Ltd;
- c. Aspect Tree Management Pty Ltd;
- d. Citywide Service Solutions Pty Ltd;

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

- e. Environmental Tree Technologies Pty Ltd t/a Elm savers;
- f. Ben & Rachael Kenyon Family Trust t/a Homewood Consulting Pty Ltd;
- g. Indigenous Design Environmental Services Pty Ltd;
- h. C & J Sullivan Family Trust & RW Bell Family Trust No 2 & Sullivan Family Trust No 2 & THE TRUSTEE FOR OKINES FAMILY TRUST t/a Stumpmasters & Rootcontrollers; and
- i. Treeserve Pty Ltd.

The estimated budget expenditure for this contract over the initial four (4) year term is Four Million One Hundred and Twenty Eight Thousand Six Hundred and Sixty Three Dollars and Eighty Eight Cents (**\$4,128,663.88**) including GST of \$375,333.08.

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

Introduction

The City of Greater Dandenong has participated in a collaborative tender 1819-52COL Tree Pruning and Other Tree Works, formally appointing Manningham City Council as the lead agency for this tender.

The participating Councils in this collaborative tender process included:

- Greater Dandenong City Council
- Banyule City Council
- Monash City Council
- Whitehorse City Council
- Manningham City Council
- Moreland City Council
- Yarra Ranges Shire Council
- Nillumbik Shire Council

The services specification was developed jointly by representatives of the participating Councils with the assistance of a consulting arborist who also participated in the evaluation of tender submissions.

Council's objective for this tender process was to appoint one supplier for the provision of Cyclical (Block) Tree Pruning for a fixed lump sum price based contract and to also appoint a panel of suppliers for Other Tree Associated Services, each on a schedule of rates based contract.

The tender required tenderers to submit separate prices for the Greater Dandenong City Council selected / nominated categories of work (activity) and was packaged to combine like services to maximise contractor management and operational efficiencies into two key categories including: Part 1 Cyclical Block Pruning and Part B Other Associated Tree Pruning Services.

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

See Table 1 for category of work (activity) descriptions.

Table 1

Part	Activity	Description
Part A	Cyclical/ Block Tree Pruning Program	Lump Sum Pricing Service: per cycle (two years) The cyclical pruning program involves the proactive pruning and inspection of all street trees over a two year period to meet the requirements of Council's Electrical Line Clearance Management and Road Management Plans while also monitoring the health and condition of each tree on a biannual basis.
Part B	Other Associated Tree Pruning Services	Schedule of Rates Services Council is seeking to establish a panel of suppliers for specialist tree services as directed by Council's Arborist for occasional tree management work as listed below.
Part B1	Topiary & High Graft Pruning	Topiary trees are pruned to ensure a uniform, healthy and compact spherical shape. Typically, these trees will be located in and around Council's activity centres.
Part B2	Electrical Live Line Clearance	Reactive pruning of vegetation as per Council's Electrical Line Clearance Management Plan. This work is for specialised tree clearing within close vicinity of live high voltage powerlines, which requires specialist qualifications and experience (outside the scope of Part A)
Part B3	Tree Data Collection	Collection and update of Council's Tree Database. Capturing details of each tree asset.
Part B4	Tree Root Barriers	Installation of Tree Root Barriers and Non-destructive excavation and root pruning.
Part B5	Tree Health	Elm leaf beetle management, trunk injection & pest control and soil aeration.
Part B6	Crew Rates	Day rate – two person crew (1 x climber & 1 x ground crew) with minimum of 12 inch chipper
Part B7	Personnel Rate	Hourly rate for (Level 5 Diploma Qualified Arborist)

Table 1

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

Tender Process

This collaborative tender was advertised by Manningham City Council (acting as the Greater Dandenong City Council's Agent) on 1 April 2019 with the tender closing at 11:00am on Wednesday 8 May 2019.

Tender submissions for Greater Dandenong were received from the following companies by the appointed closing time: (See Table 2)

Table 2

Tenderer	Part A	Part B1	Part B2	Part B3	Part B4	Part B5	Part B6	Part B7
Active Tree Services Pty Ltd	Y	Y	Y	Y			Y	Y
ArborCo Australia Pty Ltd		Y			Y	Y	Y	Y
Arbor spray Pty Ltd						Y		
Aspect Tree Management Pty Ltd		Y					Y	Y
Batt Brothers Pty Ltd							Y	Y
Citywide Service Solutions Pty Ltd	Y	Y			Y	Y	Y	Y
Environmental Tree Technologies Pty t/a Elmsavers						Y		
Heritage Tree Professionals							Y	Y
Homewood Consulting Pty Ltd				Y				Y
Indigenous Design Environmental Services Pty Ltd							Y	Y
Stumpmasters & Rootcontrollers					Y			Y

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

TreeServe Pty Ltd	Y	Y	Y	Y			Y	Y
VGA	Y						Y	Y

Table 2

**** Y – submitted a tender for Greater Dandenong**

Tender Conformance

All submissions received were evaluated for their compliance with the tender conditions including the contractual terms and conditions and the requirements of the response schedules. All tender submissions received for City of Greater Dandenong are deemed conforming.

Tender Evaluation (Collaborative)

The collaborative evaluation panel was made up of each participating Council’s nominated Parks department staff and Procurement / Contracts Officer. The Greater Dandenong Council evaluation panel consisted of: Team Leader Bushland & Garden Services, Senior Arborist and Contracts Officer.

To support the evaluation process, representatives from the Greater Dandenong evaluation panel met with other participating collaborative Council representatives at Manningham City Council in an advisory role. All members of the evaluation panel signed Conflict of Interest and Confidentiality forms and no conflicts were raised.

All tenders were assessed in accordance with the evaluation criteria published in the tender documentation.

The Evaluation Process assessed four key areas including:

1. Compliance Assessment Criteria (Pass/Fail)
2. Tendered Price
3. Scoring Collaborative Technical Score (Technical Evaluation Criteria)
4. Value for Money Score (see definition on page 7)

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

The evaluation of the tender submissions was shared between each of the participating Council's and the consulting Arborist. See table 3 for details:

Table 3

No	Technical Evaluation Criteria	Evaluation Type	Responsible Panel Member
1	Tenderer Information	Compliance Check	Manningham
2	Response Table	Compliance Check	Manningham
3	Tenderer's Financial Interest	Compliance Check	Manningham
4	Equal Employment Opportunity	Compliance Check	Manningham
5	Insurance	Compliance Check	Manningham
6	Risk Management Policy	Compliance Check	Manningham
7	Addenda	Compliance Check	Manningham
8	Non-Conforming Tender	Compliance Check	Manningham
9	Conflict of Interest	Compliance Check	Manningham
10	Tenderer's Declaration	Compliance Check	Manningham
11	Lump Sum – Cyclical Block Street Tree Pruning	Tendered Price	Greater Dandenong
12	Schedule of Rates	Tendered Price	Greater Dandenong
13	Schedule of Rates - Personnel Rates	Tendered Price	Greater Dandenong
14	Schedule of Rates - Crew Rates	Tendered Price	Greater Dandenong
15	Contract History	Scoring	Arborist Consultant
16	Tenderer's Resources	Scoring	Arborist Consultant
17	Sub-Contractors	Scoring	Arborist Consultant
18	Local Content	Scoring	Greater Dandenong
19	Child Safety Policy	Scoring	Yarra Ranges
20	Fair Work Act	Scoring	Banyule
21	Social Procurement	Scoring	Nillumbik

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

22	Qualifications Skills and Experience	Scoring	Arborist Consultant
23	Trading History	Scoring	Arborist Consultant
24	Quality Assurance	Scoring	Banyule
25	References	Scoring	Corporate Scorecard
26	Occupation Health and Safety	Scoring	Manningham
27	Environmental Management	Scoring	Whitehorse
28	Management and Technology	Scoring	Moreland
29	Traffic Management	Scoring	Arborist Consultant

Table 3

Acknowledging that some businesses may not have all the necessary policies, procedures and quality systems as others may have and to encourage tender responses from a range of business sizes, a tenderer category system was developed to separate tenderers into three tier categories. To activate this system tenderers were required to nominate the size of their company by selecting one of three business tier / category standards listed and clarified in table 4 below.

Table 4

Tier	Description of Tenderer	Standard Expectation	Type of Work
1	Medium / Large Business – Businesses employing 20 or more people	Competencies in delivering services, backed up with detailed policies, procedures, systems and certificates; as well as detailed responses to all questions. Certification from third parties will be looked on very favourably.	Block Street Pruning, Electrical Line Clearance and all other works
2	Small business – Businesses employing 5 to 20 people	Competencies in delivering services, backed up with policies, procedures, systems and certificates, as well as responses to all questions.	Block Street Pruning, Electrical Line Clearance and all other works

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

3	Micro Business / Non-Employing businesses – sole proprietorships and partnerships without employees, or businesses employing less than 5 people	Council looking for competencies in key specialities, not necessarily policies procedures or detailed answers to all tender schedules.	Specialist works
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Table 4

During the tender evaluation process tenderers were then divided into their nominated tier / category which then defined the different standard expectations applied to each tier / category.

Tender submissions were then evaluated based on the evaluation criteria, their nominated tier / category which then allocated the weighting per criteria as detailed in table 5 below.

Table 5

	Evaluation Criteria	Tier 1 Weighting	Tier 2 Weighting	Tier 3 Weighting
	TECHNICAL CRITERIA (Non-Price)			
1	Capacity of tenderer to undertake Services	20%	20%	30%
2	Demonstrated ability to successfully undertake similar projects and quality of previous works	47.5%	55%	57.5%
3	Social, Local & Sustainability	22.5%	15%	7.5%
4	Systems (Quality & OH&S Systems including Accredited Management Systems and Procedures)	10%	10%	5%

Table 5

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

The Technical Evaluation Criteria (Non-Price) were given a point score between 0 and 10 as detailed in the following table.

Table 6

Score	Description
10	Exceeds Requirements
7-9	Strong
5-6	Average
2-4	Fair
0-1	Unsatisfactory

Table 6

Discussion:

Each responsible evaluation panel member Council carried out their part of the evaluation in accordance with Table 3. All results were combined by the lead agency (Manningham City Council) to achieve the Collaborative Technical Score.

The collaborative evaluation panel met on several occasions to discuss, finalise and agree on the technical scores allocated per tenderer, per criteria.

Each Council allocated its own internal resources (as required) to evaluate the pricing responses to ensure that all aspects of the evaluation were covered.

Value for Money:

The Manningham *Value for Money* evaluation methodology was adopted for this collaborative tender. The Value for Money methodology uses the collaborative technical score (non-price) for each tenderer and divides this by the tendered price / rate offered by each tenderer to calculate a Value for Money score. These scores are then ranked to provide best value ranking of tenderers for the participating Councils for each service category.

Evaluation Finalisation

LUMP SUM FIXED PRICE CONTRACT

PART A – Cyclical Block Tree Pruning Program – Lump Sum Price - *per cycle (two years)*

For this category the evaluation panel confirmed that one supplier is required to satisfy Council's service requirements.

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

The final evaluation ranking (including the price and non-price evaluation criteria) had Active Tree Services ranked the highest.

SCHEDULE OF RATES BASED CONTRACTS - Other Associated Tree Services

PART B1 – Topiary & High Graft Pruning

For this category, the panel confirmed that two suppliers are required to satisfy Councils service requirements. The final evaluation (including the price and non-price evaluation criteria) ranked the following two suppliers the highest.

1. Citywide
2. Aspect Tree Services

PART B2 – Tree Pruning – Electrical Live Line Clearance

For this category, the panel confirmed that two suppliers are required to satisfy Councils service requirements. The final evaluation (including the price and non-price evaluation criteria) ranked the following two suppliers the highest.

1. TreeServe
2. Active Tree Services

PART B3 – Tree Pruning – Data Collection

For this category, the panel confirmed that only one supplier is required to satisfy Councils service requirements. The final evaluation (including price and non-price evaluation criteria) ranked the following supplier the highest.

1. Homewood Consulting

PART B4 – Tree Root Barriers

For this category, the panel confirmed that three suppliers are required to satisfy Councils service requirements. The final evaluation (including the price and non-price evaluation criteria) ranked the following three suppliers the highest.

1. Citywide
2. ArborCo Australia
3. StumpMasters

PART B5 – Tree Health

For this category, the panel confirmed that three suppliers are required to satisfy Councils service requirements. The final evaluation (including the price and non-price evaluation criteria) ranked the following three suppliers the highest.

1. Arbor spray

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

2. ArborCo Australia
3. Elmsavers

PART B6 – Crew Rate (Day Rate – 2 x Person Crew (1 x Climber & Ground Crew) with Truck & Min. 12 inch Chipper)

For this category, the panel confirmed that three suppliers are required to satisfy Councils service requirements. The final evaluation (including the price and non-price evaluation criteria) ranked the following three suppliers the highest.

1. Citywide
2. Aspect Tree Services
3. Indigenous Design

PART B7 – Tree Pruning - PERSONNEL RATE - (Level 5 Diploma Qualified Arborist)

For this category, the panel confirmed that only one supplier is required to satisfy Councils service requirements. The final evaluation (including price and non-price evaluation criteria) ranked the following supplier the highest.

1. Aspect Tree Management

Financial Discussion

Offer of Discounts:

Discounts were offered by **Active Tree Services** for prescribed situations where they are the awarded supplier for **Part A Cyclical Block Pruning** in the following scenarios:

1. A 1% discount is offered where one supplier is awarded a Contract for Part A Cyclical Block Pruning for both Monash City Council and Greater Dandenong City Council.
2. A further discount of 1% offered where one supplier is the awarded contractor for three Councils on top of any discount already specified.

Currently it is evidenced that three collaborative panel member Councils have awarded a contract to Active Tree Services Pty Ltd for Part A Cyclical Block Pruning. Should Greater Dandenong Council award the Contract for Part A Cyclical Block Pruning to Active Tree Services Pty Ltd a minimum discount of 2% will apply and be deducted from the total lump sum price offered by Active Tree Services for Part A Cyclical Block Pruning.

The lump sum price tendered for Part A Cyclical Block Pruning by Active Tree Services is \$1,778,230.00 excluding GST over two years.

A combined 2% discount is offered by Active Tree Services where one supplier is the awarded contracts with multiple collaborative panel member Council's.

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

Allowing for the discount of 2% (\$35,564.60 excluding GST) the adjusted lump sum price for **Part A Cyclical Block Pruning** for Active Tree Services Pty Ltd is reduced to \$1,742,665.40 excluding GST over two years.

Therefore:

The annual resource requirements associated with Part A of this Contract is \$871,332.70 excluding GST (average annual cost) compared to the annual budget allocation of \$910,805,947 excluding GST.

Part B of the contract is a reactive only component utilising a schedule of rates, with an estimated associated budget of \$67,000.00 excluding GST. This budget is appropriate based on past years demand, and the pricing received is considered very competitive.

Price adjustments (Contract Clause 2.2.6)

Where Council exercises its discretion to extend this Contract beyond the Initial contract term of four years the lump sum price and schedule of rates will be subject to a price adjustment in line with movements in the Consumer Price Index.

Note:

Lump Sum – A lump sum contract or a stipulated sum contract will require that the supplier agree to provide specified services for a stipulated or fixed price.

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

All conforming tender submissions were evaluated and were scored based on the information provided in Schedule 4.10 - Social Procurement.

Local Industry

All conforming tender submissions were evaluated and were scored based on the information provided in Schedule 4.7 – Local Content.

Consultation

This collaborative tender evaluation process involved contracts officers and senior Parks staff from all eight participating Councils and a specialist consultant Arborist.

During this extensive tender evaluation process and in preparation of this report, Council's Team Leader - Bushland and Garden Services and Senior Arborist were both extensively consulted.

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

Conclusion

Council's collaborative evaluation panel team is satisfied that the tenderers recommended for appointment have the relevant experience and resources to carry out the works in a timely and efficient manner. All companies have provided this type of service to Council and other Local Councils for many years and are expected to provide a Best Value Service to Council for this contract.

The following information supports the evaluation panel's recommendation for Cyclical Block Tree Pruning.

A tender interview was held with preferred tenderer **Active Tree Services Pty Ltd** (Cyclical Block Tree Pruning) to confirm items of their submission including, resourcing and capability to ensure all requirements can be met should they be successful.

Active Tree Services confirmed that they had adequate resources should they be awarded multiple Council contracts and that they are monitoring their program of works weekly to ensure they deliver a reliable service.

A financial capacity assessment was conducted on **Active Tree Services** by Corporate Scorecard (Financial and Performance Assessment) resulting a very good rating of Strong.

Recommendation

PART A – Tree Pruning - Cyclical Block Pruning Program (One Supplier)

That Council:

1. awards Contract 1819-52COL Part A Tree Pruning and Other Associated Services – Cyclical Block Pruning to **Active Tree Services Pty Ltd** for the fixed lump sum price for four years of Three Million, Eight Hundred and Thirty Three Thousand, Eight Hundred and Sixty Three Dollars and Eighty Eight Cents (\$3,833,863.88) including GST of \$348,533.08; and
2. signs and seals the contract documents when prepared; and

PART B – Tree Pruning and Other Associated Services (Panel of Suppliers)

1. awards Contract 1819-52COL Part B Tree Pruning and Other Associated Services to a panel of suppliers for a Schedule of Rates comprising:
 - (a) **ArborCo Australia Pty Ltd;**
 - (b) **Abor Spray Pty Ltd;**
 - (c) **Aspect Tree Management Pty Ltd;**
 - (d) **Citywide Service Solutions Pty Ltd;**

4.1.2 Contract No 1819-52COL Tree Pruning & Other Associated Services (Cont.)

- (e) Environmental Tree Technologies Pty Ltd t/a Elm savers;**
- (f) Ben & Rachael Kenyon Family Trust t/a Homewood Consulting Pty Ltd;**
- (g) Indigenous Design Environmental Services Pty Ltd;**
- (h) C & J Sullivan Family Trust & RW Bell Family Trust No 2 & Sullivan Family Trust No 2 & THE TRUSTEE FOR OKINES FAMILY TRUST t/a Stumpmasters & Rootcontrollers;**
- (i) Treeserve Pty Ltd; and**

2. signs and seals the contract documents when prepared.

4.2 POLICY AND STRATEGY

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale

File Id:

Responsible Officer:

Director City Planning, Design and Amenity

Attachments:

Explanatory Report
Instruction Sheet
Planning Scheme Map 1
Advice from Melbourne Water

Report Summary

A Council resolution is sought to seek authorisation from the Minister for Planning to prepare and exhibit Amendment C223 to the *Greater Dandenong Planning Scheme*.

The amendment request has been made on behalf of the land owner. Amendment C223 to the *Greater Dandenong Planning Scheme* applies to the southern portion of 1626-1638 Centre Road, Springvale and seeks to make the following changes to the subject site:

- Rezone 2,621m² of land currently zoned Urban Floodway Zone (UFZ) as identified in Attachment 3 to the underlying Industrial 1 Zone (IN1Z);
- Rezone 1,410m² of land currently zoned Industrial 1 Zone (IN1Z) as identified in Attachment 3 to Urban Floodway Zone (UFZ).

This report provides an overview of Amendment C223 and the next steps required to facilitate the realignment of the zonings to accurately reflect recent flood modelling by Melbourne Water.

Recommendation Summary

This report recommends that Council seek authorisation from the Minister for Planning to prepare Planning Scheme Amendment C223 to the *Greater Dandenong Planning Scheme*. Once Ministerial Authorisation has been received, the report recommends Planning Scheme Amendment C223 be exhibited and referred to all relevant parties as required by the *Planning and Environment Act 1987*. The report also recommends that a subsequent report is provided to Council on the submissions received, with recommendations on the way forward.

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

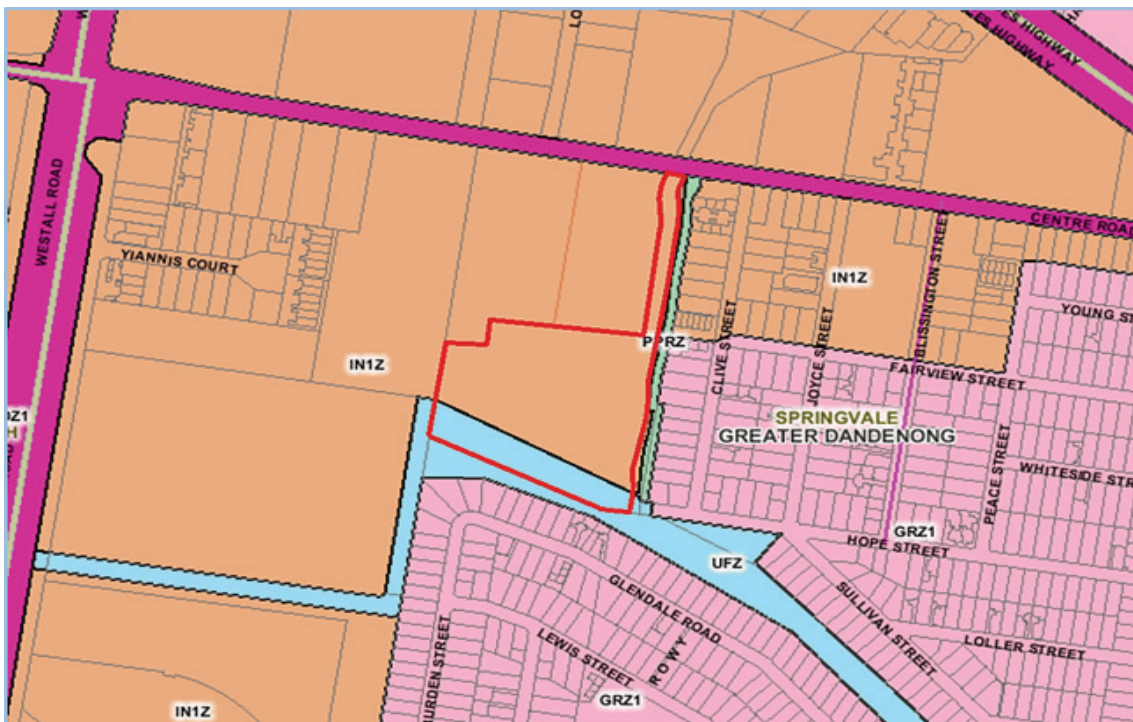
Background

A request has been made to Council on behalf of the land owner for an amendment to the *Greater Dandenong Planning Scheme*. This amendment applies to 1626-1638 Centre Road, Springvale ('the subject site').

Subject Site

- The land, known as 1626-1638 Centre Road, Springvale (Lot 2 on Plan of Subdivision 732545X) is shown on the locality plan below.
- The subject site affected by this amendment has a total site area of approximately 4.5ha and is currently vacant. Amendment C223 affects the southern most portion of the subject site as illustrated in the future zoning map and Attachment 3.
- The subject site is zoned Industrial 1 Zone and Urban Floodway Zone and is positioned between further industrial land, Mile Creek and a Public Parks and Recreation reserve as an interface to residential land.

Locality Plan and Current Zoning



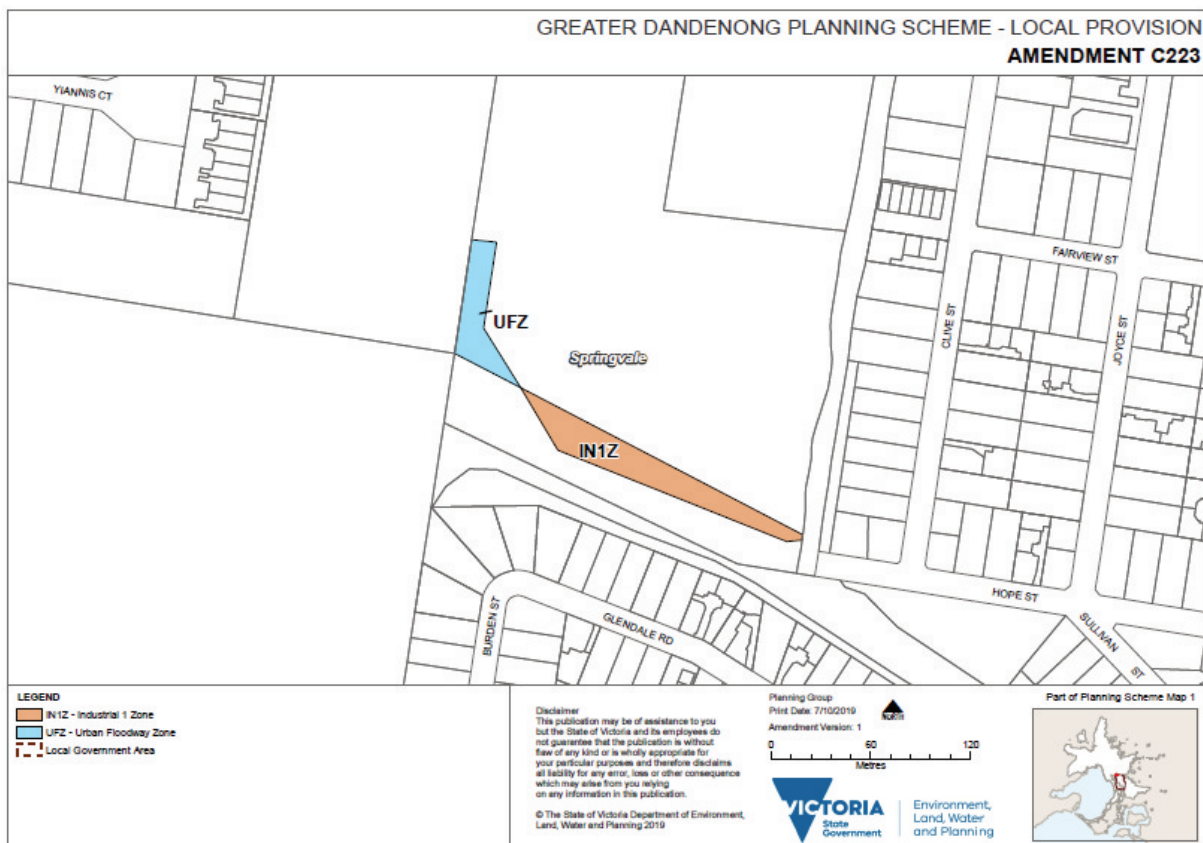
Future Zoning

The landowner recently engaged Melbourne Water to review the flood modelling on the subject site. The review revealed the current alignment of the Urban Floodway Zone does not conform to the existing flooding extent on the subject site.

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

To facilitate orderly development of the land and accurately reflect the flood modelling, the amendment proposes to alter the boundaries of the Urban Floodway Zone (UFZ) and the Industrial 1 Zone (IN1Z) for the subject site. Updating the zone boundaries will ensure they accurately reflect the updated flood modelling and align with the Land Subject to Inundation Overlay (LSIO) flood extent.

The LSIO flood extent applies to land affected by flooding associated with waterways and open drainage systems, in this instance Mile Creek. This overlay requires a permit for buildings and works. The UFZ controls land use as well as development. This zone restricts the affected land to low intensity uses, ensuring the LSIO flood extent is maintained.



Proposal

Specifically, the amendment proposes to:

- Rezone 2,621m² of land currently zoned Urban Floodway Zone (UFZ) as identified in Attachment 3 to the underlying Industrial 1 Zone (IN1Z);
- Rezone 1,410m² of land currently zoned Industrial 1 Zone (IN1Z) as identified in Attachment 3 to Urban Floodway Zone (UFZ); and
- Amend Planning Scheme Map 1.

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)Strategic Assessment

The proposed rezoning will help increase industrial land supply within the municipality and Monash National Employment and Innovation Cluster (*Plan Melbourne*). The rezoning will enable effective future development of the land to the south of the subject site for the purposes envisaged by the IN1Z.

Furthermore, the rezoning will accurately align the UFZ with recent flood modelling data provided by Melbourne Water. Melbourne Water has provided their support (Attachment 4) for the proposed amendment and have advised:

“Melbourne Water are supportive of the Planning Scheme Amendment application to realign the Urban Floodway Zone and have no objection to the proposed rezoning.

This Planning Scheme Amendment and subsequent rezoning will result in the boundary between the Urban Floodway Zone and the Industrial 1 Zone being realigned – providing approx. 2,700 m² of UFZ land for development in exchange for 1,400 m² of IN1Z land surrendered to the current UFZ.

Please find attached GIS mapping data provided by Melbourne Water's Flood Services Department demonstrating that the realignment of the UFZ is supported as shown as it will align with the LSIO flood extent.”

The change to the boundary will have no impact on the capacity of the existing drain or overall downstream creek network.

Planning Scheme Amendment Process

This report outlines the position that Council officers are ready to seek authorisation from the Minister for Planning to prepare a planning scheme amendment. Endorsement or approval of the proposed changes to the Scheme is not required from Council at this time.

The planning scheme amendment process is a formal course of action that every planning authority is required to undertake in accordance with the *Planning and Environment Act, 1987* to make any changes to its planning scheme. The process provides the opportunity for all stakeholders, including local residents and referral authorities, to make submissions in response to the proposed changes to the Scheme as part of the formal public exhibition phase.

Following the formal exhibition of the Planning Scheme Amendment C223, Council will receive a report on the submissions received and will determine if an independent Planning Panel is required.

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (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'

Opportunity

- *Jobs and Business Opportunities* – Prosperous and affordable

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:

Place

- A city planned for the future

Opportunity

- A diverse and growing economy

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

- *Greater Dandenong Planning Scheme*

Related Council Policies

Not applicable.

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

Resource requirements are in accordance with existing budgetary allocations.

Consultation

Council must exhibit Planning Scheme Amendment C223 in accordance with the requirements of Section 17, 18 and 19 of the *Planning and Environment Act 1987*. These requirements ensure that any person, Minister and public authority that may be affected by the proposed amendment is aware

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

of the proposal and can make a submission about the proposal. Any submissions to the amendment will be referred to Council, and thereafter to an independent Planning Panel for evaluation if deemed appropriate by Council.

Conclusion

Amendment C223 proposes to alter the boundaries of the Urban Floodway Zone and Industrial 1 Zone to the subject site. The proposal will align the new UFZ with the Land Subject to Inundation Overlay flood extent as determine by Melbourne Water. Melbourne Water has provided initial support to the planning scheme amendment.

It is recommended that Council seek authorisation from the Minister for Planning to prepare Amendment C223 and once this has been obtained, proceed to the exhibition of the amendment.

Recommendation

That:

- 1. Council seeks authorisation from the Minister for Planning to prepare Planning Scheme Amendment C223 to the *Greater Dandenong Planning Scheme*;**
- 2. Council authorises the exhibition and referral of Planning Scheme Amendment C223 to the *Greater Dandenong Planning Scheme* to all relevant parties in the manner required by the *Planning and Environment Act, 1987* and regulations, once Ministerial authorisation has been given; and**
- 3. following exhibition of Planning Scheme Amendment C223, a report is provided to Council on the submissions received, with recommendations on the way forward.**

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

POLICY AND STRATEGY

**PLANNING SCHEME AMENDMENT C223 REALIGNMENT OF URBAN
FLOODWAY ZONE AND INDUSTRIAL 1 ZONE BOUNDARIES 1626-1638
CENTRE ROAD, SPRINGVALE**

ATTACHMENT 1

AMENDMENT C223 EXPLANATORY REPORT

PAGES 5 (including cover)

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

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

Planning and Environment Act 1987

GREATER DANDENONG PLANNING SCHEME AMENDMENT C223 EXPLANATORY REPORT

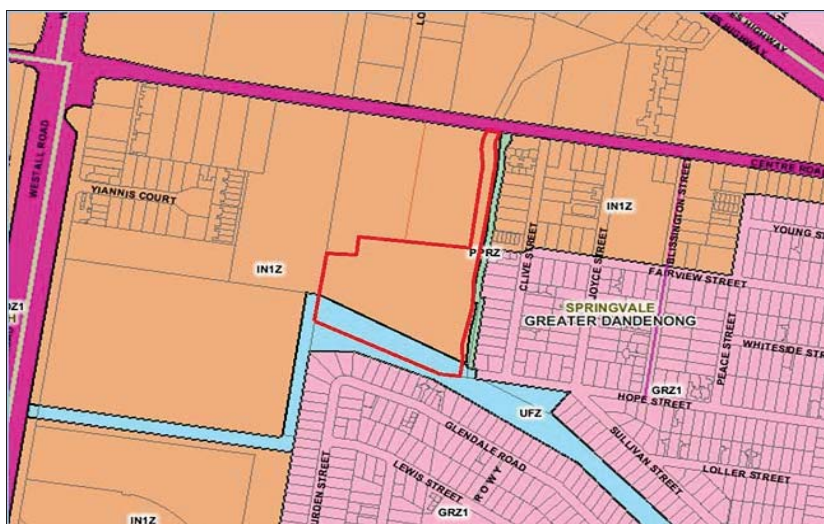
Who is the planning authority?

This amendment has been prepared by Greater Dandenong City Council who is the planning authority for this amendment.

The amendment has been made at the request of Springvale Business Park Development Company Pty Ltd.

Land affected by the amendment

The Amendment applies to the land at 1626-1638 Centre Road, Springvale (Lot 2 on Plan of Subdivision 732545X) and shown in Map 1 below which is zoned both Industrial 1 Zone and Urban Floodway Zone.



What the amendment does

The Amendment will:

- Rezone 2,621m² of land currently zoned Urban Floodway Zone (UFZ) as identified above to Industrial 1 Zone (IN1Z);
- Rezone 1,410m² of land currently zoned Industrial 1 Zone (IN1Z) as identified above to Urban Floodway Zone (UFZ).
- Amend Planning Scheme Map 1.

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)**Strategic assessment of the amendment****Why is the amendment required?**

The amendment is required to facilitate proper and orderly planning on this land, particularly in relation to the extent of flooding on the land.

The current alignment of the Urban Floodway Zone (UFZ) does not conform to the existing flooding extent on the land. Updating of the zone boundary to reflect the updated flood modelling will allow for future industrial development of the land at its highest capacity.

This will ensure that the supply of industrial land is maximised, which will subsequently strengthen the economy by facilitating the development of the land for employment generating uses.

How does the amendment implement the objectives of planning in Victoria?

The amendment implements the objectives of the *Planning and Environment Act 1987*, sections 4(1) and 12 (1). The amendment facilitates the orderly development of land by identifying land available for urban development by removing unnecessary and restrictive controls.

The following points demonstrate the objectives implemented through the amendment:

- Providing for the fair, orderly, economic and sustainable use and development of land;
- Providing for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity;
- Securing a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;
- Facilitating development that will result in a good planning outcome by implementing the objectives for planning in Victoria.

How does the amendment address the environmental effects and any relevant social and economic effects?

The amendment will have no environmental impacts on the subject or surrounding land. The updated zone boundary will align with the existing flood extent on the land as determined by the Melbourne Water recent flood mapping data. This demonstrates that the boundary will align with the Land Subject to Inundation Overlay flood extent on the site. Furthermore, the change to the boundary will have no impact on the capacity of the existing drain or overall downstream creek network.

The amendment will have positive economic and social effects as it will facilitate the orderly planning, use and development of the land for the purposes envisaged by the Industrial 1 Zone (IN1Z). The future development of the land will allow for employment generating uses that will benefit the local community through an increase in job opportunities.

Does the amendment address relevant bushfire risk?

There is no bushfire risk identified for the subject land and it is considered that these provisions are not relevant to this amendment.

Does the amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment complies with the Minister's Direction on the Form and Content of Planning Schemes as it is prepared and presented in accordance with the style guide set out in Annexure 1 of the direction and written in plain English. The amendment also complies with Minister's Direction No.9 – Metropolitan Strategy, Minister's Direction No.11 – Strategic Assessment of Amendments.

How does the amendment support or implement the Planning Policy Framework (PPF)?

The amendment is consistent with the objectives and strategies of the Planning Policy Framework. The following objectives and strategies are of relevance to the amendment:

- Clause 11.02-1S - Supply of urban land
 - The amendment will ensure a sufficient supply of land is available for industrial uses by updating the controls impacting the site.

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

- Clause 11.02-2S - Structure planning
 - The amendment will facilitate the orderly development of urban areas.
- Clause 17.01-1S – Diversified Economy
 - The amendment will strengthen and diversify the economy by facilitating the development of the land for employment generating uses.
- Clause 17.03-1S – Industrial Land Supply
 - The amendment will provide additional land for industry.

How does the amendment support or implement the Local Planning Policy Framework?

The amendment is consistent with the Local Planning Policy Framework (LPPF), which comprises the Municipal Strategic Statement (MSS) and a suite of local planning policies. Relevant policies of the LPPF include:

- Clause 21.04-3 – Industrial
 - The Amendment will increase opportunities to facilitate further industrial development and provide for additional development and employment opportunities while not adversely impacting on the surrounding land uses.
- Clause 21.05-1 – Urban design, character, streetscapes and landscapes
 - The Amendment will improve the quality, consistency and function of the city's environment and facilitate high quality development while having regard for the surrounding environment.

Does the amendment make proper use of the Victoria Planning Provisions?

The amendment has been prepared in accordance with State Government Practice Note – Strategic Assessment Guidelines: for planning scheme amendments and is consistent with the form and structure of the Victorian Planning Provisions (VPPs). There are no changes proposed to the VPPs.

How does the amendment address the views of any relevant agency?

Melbourne Water has provided support to the planning scheme amendment.

This land swap was agreed to as it will align with the Land Subject to Inundation Overlay (LSIO) flood extent. The amendment will ensure the affected area is restricted and maintained in any future development proposal or amendment. The floodway benefits the subject site but has no improvement downstream of the catchment.

Does the Amendment address relevant requirements of the Transport Integration Act 2010?

The amendment is not affected by the Transport Integration Act 2010.

Resource and administrative costs

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The amendment will have very limited impact on the resource and administrative costs of the responsible authority.

Where you may inspect this Amendment

The amendment is available for public inspection, free of charge, during office hours at the following places:

- City of Greater Dandenong Customer Service located at 225 Lonsdale Street, Dandenong;
- City of Greater Dandenong Springvale Customer Service located at 397-405 Springvale Road, Springvale;
- City of Greater Dandenong, Paddy O'Donoghue Centre, 18-32 Buckley Street, Noble Park; and
- Keysborough Customer Service Centre, Shop A7 Parkmore Shopping Centre, Cheltenham Rd, Keysborough.

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

The Amendment can also be inspected free of charge at:

- City of Greater Dandenong website at www.greaterdandenong.com
- Department of Environment, Land, Water and Planning website at www.planning.vic.gov.au/public-inspection

Submissions

Any person who may be affected by the amendment may make a submission to the planning authority. Submissions about the amendment must be received by **{enter date}**.

A submission must be sent to:

Preferred method: Email submission sent to: council@cgd.vic.gov.au

Or

Strategic Planning Amendment C223
City of Greater Dandenong
PO Box 200
DANDENONG VIC 3175

Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: **{insert directions hearing date}**
- panel hearing: **{insert panel hearing date}**

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

POLICY AND STRATEGY

**PLANNING SCHEME AMENDMENT C223 REALIGNMENT OF URBAN
FLOODWAY ZONE AND INDUSTRIAL 1 ZONE BOUNDARIES 1626-1638
CENTRE ROAD, SPRINGVALE**

ATTACHMENT 2

AMENDMENT C223 INSTRUCTION SHEET

PAGES 2 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

Planning and Environment Act 1987

GREATER DANDENONG PLANNING SCHEME

**AMENDMENT C223 REALIGNMENT OF URBAN FLOODWAY ZONE AND INDUSTRIAL 1 ZONE
BOUNDARIES 1626-1638 CENTRE ROAD, SPRINGVALE
INSTRUCTION SHEET**

The planning authority for this amendment is the Greater Dandenong City Council.

The Greater Dandenong Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of one attached map sheet.

Zoning Maps

1. Amend Planning Scheme Map No. 1 in the manner shown on the attached 1 map marked "Greater Dandenong Planning Scheme, Amendment C223".

End of document

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

POLICY AND STRATEGY

**PLANNING SCHEME AMENDMENT C223 REALIGNMENT OF URBAN
FLOODWAY ZONE AND INDUSTRIAL 1 ZONE BOUNDARIES 1626-1638
CENTRE ROAD, SPRINGVALE**

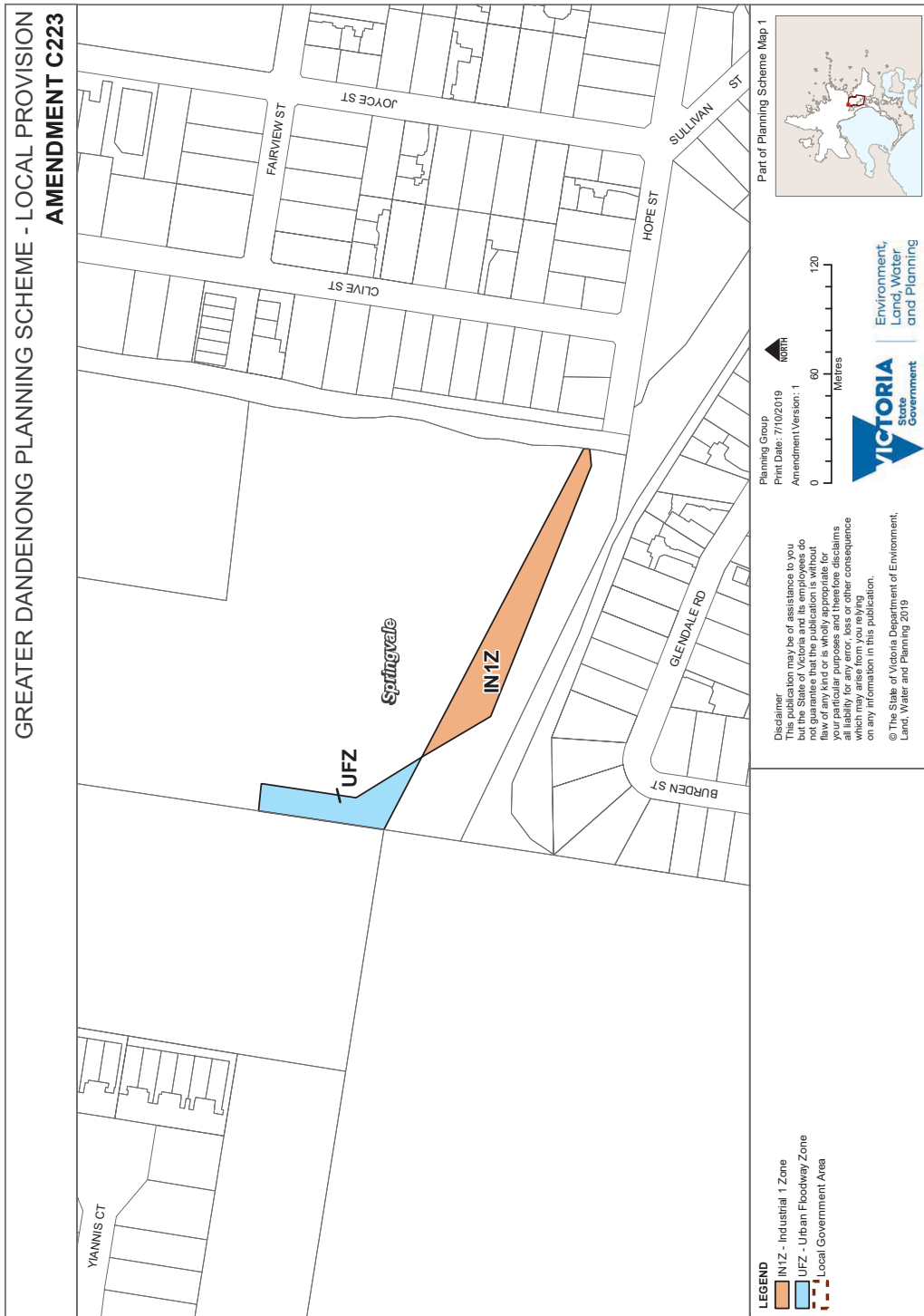
ATTACHMENT 3

AMENDMENT C223 MAP 1

PAGES 2 (including cover)

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

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)



4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

POLICY AND STRATEGY

**PLANNING SCHEME AMENDMENT C223 REALIGNMENT OF URBAN
FLOODWAY ZONE AND INDUSTRIAL 1 ZONE BOUNDARIES 1626-1638
CENTRE ROAD, SPRINGVALE**

ATTACHMENT 4

**ADVICE FROM MELBOURNE WATER (DATED
30 JULY 2019)**

PAGES 3 (including cover)

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

4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)



30 July 2019

[REDACTED]
proUrban
[REDACTED]

Dear [REDACTED]

Proposal: Planning Scheme Amendment - Realignment of the Urban Floodway Zone
Site location: Lot No 2, 1612-1624 CENTRE ROAD, SPRINGVALE 3171

Melbourne Water reference: MWA-1138167

Date received: 12/06/2019 and additional email request received 25/07/2019

Decision

Melbourne Water has reviewed the proposed Planning Scheme Amendment application to alter the Urban Floodway Zone (UFZ) to the south of the subject site.

Melbourne Water are supportive of the Planning Scheme Amendment application to realign the UFZ and have no objection to the proposed rezoning.

This Planning Scheme Amendment and subsequent rezoning will result in the boundary between the Urban Floodway Zone and the Industrial 1 Zone being realigned - providing approx. 2,700 m² of UFZ land for development inexchange for 1,400 m² of IN1Z land surrendered to the current UFZ.

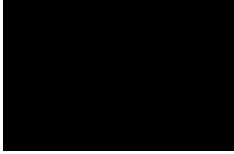
Please find attached GIS mapping data provided by Melbourne Water's Flood Services Department demonstrating that the realignment of the UFZ is supported as shown as it will align with the LSIO flood extent.

For advice on the above, please contact me directly on 9679-[REDACTED]



4.2.1 Planning Scheme Amendment C223 Realignment of Urban Floodway Zone and Industrial 1 Zone Boundaries 1626-1638 Centre Road, Springvale (Cont.)

Regards,



Acting Principal Planner (Process and Practice)
Development Planning Services

4.2.2 New Policy – Public Car Share Policy

File Id:

Responsible Officer:

Director Business, Engineering and Major
Projects

Attachments:

Draft Public Car Share Policy

Report Summary

This report proposes a new Council Policy relating to the provision of publicly available car share facilities within Greater Dandenong.

The development of the policy was a commitment within the Greater Dandenong Municipal Parking Strategy and also progresses actions within the Greater Dandenong Sustainability Strategy.

This policy sets out the conditions for the provision of car share facilities within public land. It is aimed at enabling consistent and mutually beneficial agreements between Council and Car Share providers.

Recommendation Summary

This report recommends that the Public Car Share Policy be adopted.

The draft Public Car Share Policy is attached.

4.2.2 New Policy – Public Car Share Policy (Cont.)

Background

Car sharing is a mode of car rental where people can rent a car for a number of hours or up to a few days. Commercial car share providers will operate a vehicle out of an allocated parking space known as a car share pod. Users of these services can book the car online, using an app or over the phone and then go to the pod to pick up the car. Once they are finished with the car they return it to the pod ready for the next person. Common providers of such a service are GoGet and FlexiCar.

Car share of this type can provide significant benefit to the community such as:

- Increased travel choice, particularly for those that cannot afford a car
- Reduced need to own a second car
- Reduced congestion
- Reduced emissions

Such services are anticipated to experience greatest demand in public areas around hotels and large apartment buildings. The Dandenong Activity Centre is anticipated to experience the greatest demand in the near future.

Proposal

This report proposed the adoption of a Car Share Policy that aims to facilitate the increased provision of such services by:

- Clearly outlining expectations and parameters around public provision relating to:
 - Location
 - Maintenance
- Provides incentives to providers to encourage uptake through:
 - Zero fee use of public parking spaces (within set parameters)
 - Guaranteed lease lengths for parking spaces

It is anticipated that the policy and increased demand alone will enable an increase in provision of Public Car Share within Greater Dandenong and no further intervention by Council is recommended at this time.

4.2.2 New Policy – Public Car Share Policy (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

- *Sense of Place* – One city many neighbourhoods
- *Safety in Streets and Places* – Feeling and being safe
- *Travel and Transport* – Easy to get around

Opportunity

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable
- *Tourism and visitors* – Diverse and interesting experiences
- *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
- A city planned for the future

Opportunity

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

4.2.2 New Policy – Public Car Share Policy (Cont.)

Related Council Policies

Greater Dandenong Municipal Parking Strategy

Greater Dandenong Sustainability Strategy

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 direct financial implications associated with this report. The proposal may result in a very minor loss of income from parking over an extended period.

Consultation

This matter has not been subjected to broader community consultation. The draft policy has been reviewed by Council's Sustainability Advisory Committee.

Conclusion

The adoption of the Public Car Share Policy is anticipated to lead to an increase in provision of a service that will provide social, economic and environmental benefits to the community. While uptake will be gradual, it is anticipated that services will be provided within the review period of this policy (2 years).

Recommendation

That Council adopts the Public Car Share Policy.

4.2.2 New Policy – Public Car Share Policy (Cont.)

POLICY AND STRATEGY

PUBLIC CAR SHARE POLICY

ATTACHMENT 1

PUBLIC CAR SHARE POLICY - DRAFT

PAGES 6 (including cover)

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

4.2.2 New Policy – Public Car Share Policy (Cont.)



Greater Dandenong Policy

Public Car Share Policy

Policy Endorsement:	Endorsement required by Council		
Policy Superseded by this Policy	Not Applicable		
Directorate:	Engineering Services		
Responsible Officer:	Manager, Transport and Civil Development		
Policy Type:	Discretionary		
File Number:		Version No:	1
1 st Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:	2 years	Next Review:	November 2021

1. Purpose

The Vision of the Greater Dandenong Sustainability Strategy is that the City of Greater Dandenong is one of the most sustainable cities in Australia by 2030.

This Car Share Policy highlights a Council commitment to encourage the use of sustainable transport options.

The purpose of this policy is to create a framework to facilitate the increased provision and uptake of car sharing facilities for residents, businesses and visitors to City of Greater Dandenong.

The policy applies to the provision of Car Share facilities within public land within the City of Greater Dandenong. It does not provide direction relating to the provision of car share facilities operated and managed within the private realm.

2. Background

Car sharing is a mode of car rental where people can rent a car for a number of hours or up to a few days.

Commercial car share providers will operate a vehicle out of an allocated parking space known as a car share pod. Users of these services can book the car online, using an

4.2.2 New Policy – Public Car Share Policy (Cont.)



Greater Dandenong Policy

app or over the phone and then go to the pod to pick up the car. Once they are done with the car they return it to the pod ready for the next person.

Personal benefits of the provision of car share services:

- Users have the flexibility of private transportation without having to pay for ongoing car ownership fees including registration, maintenance, fuel, etc. The average running cost of a personal car in Victoria in 2018 was \$209.50 per week.
- Encourages car share users to consider active transport (walking and cycling) and public transport whilst still having a flexible private transport option.
- Households can use car share services to provide an alternative to getting a second car

Community benefits of the provision of car share services:

- Complement nearby public transport services by providing a *last mile* transport option to connect to destinations in the local area
- Research indicates one car share vehicle has the ability to reduce the number of cars on our roads by approximately 10 cars – resulting in:
 - Reduced traffic and parking congestion on our roads.
 - Fewer cars on the road also resulting in reduced greenhouse gas emissions. (The average Victorian car generates over 2.5t of greenhouse gas per year)
- Increase opportunity for patronage to an area bringing more activity and commerce.

3. Scope

This policy applies to the provision of Car Share facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Car Share providers.

4. Human Rights and Responsibilities Charter – Compatibility Statement

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.

5. References

Greater Dandenong Sustainability Strategy 2016-2030
Greater Dandenong Municipal Parking Strategy 2017-2027
Greater Dandenong Integrated Transport Plan 2017-22

6. Definitions

Car share pod: the dedicated parking space that the car share vehicle is allocated the exclusive use of.

Car share provider: company that runs the car share service.

4.2.2 New Policy – Public Car Share Policy (Cont.)



Greater Dandenong Policy

Car share service: a car rental arrangement that allows for users to rent a car by the hour or day via online, app and/or phone booking. These cars are available from car share pods and must be returned to the same pod at the end of the hire.

7. Council Policy

Application

The provision of car share pods on public land within City of Greater Dandenong is subject to approval by the City of Greater Dandenong Council.

Car share pods are to be leased for a minimum period of two years by the car share provider, with the option to renew the lease for a period of one or two years thereafter.

The City of Greater Dandenong will work with car share providers to notify nearby property occupiers prior to the provision of a car share pod in accordance with Council's consultation approach to any municipal parking changes. This notification will provide an opportunity for stakeholders to provide feedback on the provision of a car share pod. All feedback will be considered by Council in the assessment of a car share pod.

Council's Parking Review Committee will determine the area to be covered, being the area within which there may be legitimate concerns or objections to the proposal.

Considerations

The following considerations must be taken into account for the placement of car share pods:

- Car share pods are to be provided in areas maximising opportunity to end users including but not limited to; high pedestrian and vehicular traffic areas and activity generators such as employment centres, activity centres and community centres.
- Consideration must be given to the convenience of end users such that their proximity to a car share pod is no more than a 500 metre radius and/or no longer than a 10 minute walk from another car share pod or a train station or bus stop.
- Consideration must be given to the personal safety of end users with areas of high surveillance and lighting preferable.
- Placement of car share pods must not adversely impact road safety. Consideration must be given to traffic conditions of the area.
- Placement of car share pods must not adversely impact residential and commercial parking amenity.

Council will consider other locations where there is a demonstrated demand for car sharing facilities.

4.2.2 New Policy – Public Car Share Policy (Cont.)



Greater Dandenong Policy

Requirements

Car share providers must provide;

- Details for the proposed locations for car share pods and justification for their implementation. Justification must address considerations listed above.
- Report outlining the business model for their car sharing service.
- Confirmation of appropriate public liability insurance.

Car share pods are to be leased for a minimum period of two year by the car share provider. Car share providers will have the option to renew the lease for a period of one or two years subject to Council discretion.

Cancellation

Should it be required to suspend or relocate a car share pod, Council will work with the relevant providers(s) to find a suitable alternative location.

Council may cancel the car share pod lease with six months written notice outlining the reasons for the cancellation. The car share provider will not be entitled to any compensation or damages of any kind from Council.

Council will always seek to work with car share providers to find a suitable alternative or resolve any issues before cancelling a car share pod lease.

Financial Costs

To encourage the use of sustainable transport options, City of Greater Dandenong will not charge a fee for the leasing of a publicly available parking space for the use of a car share pod.

Council will absorb costs associated with lost revenue from parking spaces as well as the conversion and re-purposing costs of a parking bay including regulatory signs and line marking.

Council will maintain the car share pod as per the maintenance schedule in accordance with Council's Road Management Plan 2017-2021.

Council will enforce applicable parking restrictions as part of Councils normal parking management operations.

Where a car share provider wishes to provide additional signage, advertisements, road markings this cost is borne by the car share provider, including on-going costs such as maintenance. Noting that this may require agreement with Council and/or a planning permit.

Performance Reporting

Car share providers are required to report performance figures to City of Greater Dandenong on a biannual basis.

4.2.2 New Policy – Public Car Share Policy (Cont.)



Greater Dandenong Policy

The data collected will assist Council in assessing the use and demand for car share services within the municipality and inform future decisions regarding car sharing services.

Data that could allow for the identification of specific users of car share services will not be requested.

DRAFT

4.2.3 New Policy - Public Electric Vehicle Charging Policy

File Id:

Responsible Officer: Director Business, Engineering and Major Projects

Attachments: Draft Electric Vehicle Charging Policy

Report Summary

This report proposes a new Council Policy relating to the provision of publicly available electric vehicle charging facilities within Greater Dandenong.

The development of the policy was a commitment within the Greater Dandenong Municipal Parking Strategy and also progresses actions within the Greater Dandenong Sustainability Strategy.

This policy sets out the conditions for the provision of electric vehicle charging facilities within public land. It is aimed at enabling consistent and mutually beneficial agreements between Council and Electric Vehicle Charging infrastructure providers.

This report does not consider the provision of electric vehicle charging facilities on private land or Council fleet use of electric vehicles.

Recommendation Summary

This report recommends that the Public Electric Vehicle Charging Policy be adopted.

The draft Public Electric Vehicle Charging Policy is attached.

The report also recommends that Council consider intervention to fast track the provision of such facilities at key locations through investment.

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)

Background

Electric vehicles are anticipated to make up 22% to 64% of new vehicles sold in Australia by 2030. Current new electric vehicle price trends anticipate that electric vehicle prices will reach parity with petrol vehicles by 2025 and be 15% cheaper by 2030.

Early uptake of electric vehicles has generally been by those either seeking the reduced emission benefits or the performance aspects of electric vehicles (acceleration capability significantly exceeds that of petrol vehicles at lower speed). These early up-takers have generally paid a premium for these vehicles.

Mass use of electric vehicles (including within Greater Dandenong) is anticipated as whole of life costs (purchase and running) and eventually purchase cost alone reaches parity with petrol vehicles. This is anticipated to occur around 2023-2027. This time period is also anticipated to coincide with a period where Greater Dandenong and Melbourne's South East are still heavily reliant on the car. Dandenong is already a highly competitive location for car sales and this is anticipated to continue into the Electric Vehicle era.

The mass uptake of electric vehicles in the future may also be fast tracked if intervention by the Federal or State Government is undertaken to reduce costs to end users. While there have been few commitments to date in this space, many countries across the world have undertaken such measures due to the significant reduction in emissions associated with electric vehicles. Greater Dandenong Council will be undertaking advocacy relating to this in accordance with Council's Sustainability Strategy and, if adopted, draft Climate Change Strategy.

By the time Electric Vehicles are common, the vast majority of charging will be undertaken at home or at work, as the range of these vehicle will comfortably cater for daily use. At this time, the need for public electric vehicle charging will be limited to those on longer trips and those that wish to charge rapidly.

The benefits of providing public electric vehicle charging facilities include:

- Increased early up take of Electric Vehicles
- Increased awareness of Electric Vehicles as a car choice
- Attraction for what otherwise would be through traffic, drawing customers into areas where facilities are available.

Increased uptake and awareness can provide significant benefits to the community including:

- Reduced emissions
- Improved air quality
- Reduced noise pollution.

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)

Proposal

This report proposes the adoption of a Public Electric Vehicle Charging Policy that aims to facilitate the increased provision of such services by:

- Maximising the benefits of existing electric vehicle charging facilities by allowing them to be moved to higher profile locations (existing facilities in Balmoral 8 car park and the Dandenong Market Car Park are likely to be relocated)
- Clearly outlining expectations and parameters around public provision relating to:
 - Location
 - Maintenance
- Providing incentives to providers to encourage uptake through:
 - Zero fee use of public parking spaces (within set parameters)
 - Zero or reduced cost of power (at officer discretion where costs are minimal)
 - Guaranteed lease lengths for parking spaces.

While it is anticipated that the policy and increased demand will enable an increase in provision of such facilities, it is also recommended that Council consider intervention to fast track the provision of these facilities. Provision of electric vehicle charging facilities at high profile locations would likely:

- Increase early up take of Electric Vehicles
- Attract existing electric vehicle users to these locations.

It is proposed that “rapid” DC charging facilities be installed at such locations. While these chargers are more expensive to install, they include the following benefits:

- The reduced charge time fits within the high turnover nature of high-profile locations (they are capable of charging several hundred kilometres of travel within 15 to 20 minutes)
- They are more appealing to existing electric vehicle users (saving time)
- They are likely to retain value and usability as electric vehicle technology improves (slow chargers are less likely to be required in a few years due to vehicle range increasing)

The emissions reductions associated with increased uptake of Electric Vehicles mean that the intervention to install such facilities aligns strongly with Council’s Sustainability Strategy.

4.2.3 New Policy - Public Electric Vehicle Charging Policy (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
- *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
- *Travel and Transport* – Easy to get around

Opportunity

- *Jobs and Business Opportunities* – Prosperous and affordable
- *Tourism and visitors* – Diverse and interesting experiences
- *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
- A city planned for the future

Opportunity

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

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)

Related Council Policies

Greater Dandenong Municipal Parking Strategy

Greater Dandenong Sustainability Strategy

Greater Dandenong Integrated Transport Plan.

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 significant financial implications associated with the Policy proposed.

The Policy may result in minor costs associated with waiving the electricity cost of charging. This can be covered within recurring budgets due to it being a very low cost. If costs increase, these can be transferred to the user.

There are no current resources included within the Annual Budget for the installation of Electric Vehicle Charging facilities. Consideration for funding will need to be referred to the next Annual Budget process.

Consultation

This matter has not been subjected to broader community consultation. The draft policy has been reviewed by Council's Sustainability Advisory Committee.

Conclusion

The adoption of the Public Electric Vehicle Charging Policy is anticipated to lead to a gradual increase in provision of a service that will provide significant environmental benefit to the community.

Intervention by Council to invest in providing electric vehicle charging facilities is recommended as it would:

- Increase the environmental benefits due to improving / fast tracking the community shift to electric vehicles
- Provide an attractor to draw existing electric vehicle drivers into our activity centres.

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)

Recommendation

That Council:

- 1. adopts the Public Electric Vehicle Charging Policy; and**
- 2. considers funding the provision of rapid electric vehicle charging facilities in proximity to the Dandenong and Springvale Civic Centres as part of future budget processes.**

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)

POLICY AND STRATEGY

NEW - PUBLIC ELECTRIC VEHICLE CHARGING POLICY

ATTACHMENT 1

**PUBLIC ELECTRIC VEHICLE CHARGING
POLICY - DRAFT**

PAGES 6 (including cover)

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

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)



Greater Dandenong Policy

Public Electric Vehicle Charging Infrastructure Policy

Policy Endorsement:	Endorsement required by Council		
Policy Superseded by this Policy	Not Applicable		
Directorate:	Engineering Services		
Responsible Officer:	Manager, Transport and Civil Development		
Policy Type:	Discretionary		
File Number:		Version No:	1
1 st Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:	2 years	Next Review:	November 2021

1. Purpose

The Vision of the Greater Dandenong Sustainability Strategy is that the City of Greater Dandenong is one of the most sustainable cities in Australia by 2030.

This Public Electric Vehicle Charging Policy highlights a Council commitment to encourage the use of sustainable transport options.

The purpose of this policy is to create a framework to facilitate the provision and use of electric vehicle charging facilities on public land for residents, businesses and visitors to City of Greater Dandenong.

This policy provides guidance for the provision of electric vehicle charging facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Electric Vehicle Charging Facility providers.

2. Background

Electric vehicles are anticipated to make up 22% to 64% of new vehicles sold in Australia by 2030. Current new electric vehicle price trends anticipate that electric vehicle prices will reach parity with petrol vehicles by 2025 and be 15% cheaper by

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)



Greater Dandenong Policy

2030. As such it is important to be able to provide the required electric vehicle charging infrastructure to support the growth in electric vehicles both to encourage early adoption and to be ready for the market shift.

By providing or facilitating the provision of electric vehicle charging facilities in public spaces, City of Greater Dandenong will be ready to support this change in vehicle mix and ensure that the municipality remains a sustainable and attractive place to live and visit.

Electric vehicles produce no emissions to run and as electricity generation continues to move to cleaner technologies will have a reduced environmental impact when charging. Even with existing power generation emissions from charging electric vehicles generate less emissions than petrol vehicles.

Additionally as electric vehicles do not produce emissions and generate less noise, in areas they replace petrol vehicles it will result in better air quality and reduced noise pollution.

Electric vehicles and public charging facilities provide the following benefits:

- Electric vehicle charging costs are less than half the average fuel of petrol vehicles
- Public charging facilities provide convenient topping up location for keeping electric vehicles charged improving confidence and convenience for users
- Public charging facilities make locations more appealing to electric vehicle users which can benefit businesses
- Less emissions
- Improved air quality
- Reduced noise pollution

3. Scope

This policy provides guidance to the provision of electric vehicle charging facilities within public land within the City of Greater Dandenong. It is aimed at enabling consistent and mutually beneficial agreements between Council and Electric Vehicle Charging Facility providers.

It does not consider the provision of electric vehicle charging facilities on private land or the promotion of electric vehicle use (including within Council's vehicle fleet).

4. Human Rights and Responsibilities Charter – Compatibility Statement

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.

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)



Greater Dandenong Policy

5. References

Greater Dandenong Sustainability Strategy 2016-2030
Greater Dandenong Municipal Parking Strategy 2017-2027
Greater Dandenong Integrated Transport Plan 2017-22

6. Council Policy

Application

The provision of electric vehicle charging facilities on public land within City of Greater Dandenong is subject to approval by the City of Greater Dandenong Council.

Electric vehicle charging facilities will be installed based on agreements reached between suppliers and Council. These agreements will address all aspects from installation to operation of charging facilities.

City of Greater Dandenong will work with charging facility suppliers to notify nearby property occupiers prior to the installation of charging facilities. This notification will invite opportunity for stakeholders to provide feedback. All feedback will be considered by Council before the installation of a charging facility.

Council's Parking Review Committee will also review the application.

Considerations

The following considerations must be taken into account before the installation of an electric vehicle charging facility:

- Charging facilities are to be provided in areas maximising opportunity to end users including but not limited to;
 - high pedestrian and vehicular traffic areas,
 - activity generators such as employment centres, activity centres and community centres.
- Consideration must be given to the personal safety of end users with areas of high surveillance and lighting preferable.
- Placement of charging facilities must not adversely impact road safety. Consideration must be given to traffic conditions of the area.
- Placement of electric vehicle charging facilities must not adversely impact residential and commercial parking amenity.
- Council will consider other locations where there is a demonstrated demand for electric vehicle charging.

Requirements

Electric vehicle charging facility suppliers must provide;

- Details of the proposed electric vehicle charging facility specifications. These must be in accordance with current Australian and industry standards.

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)



Greater Dandenong Policy

- Details for the proposed location. This must address the considerations above.
- Confirmation that electricity supply is available and the anticipated impacts on this supply.
- Report outlining business model for the charging service.
- Confirmation of appropriate liability insurance.

It is desirable that electric vehicle charging facilities are compatible with existing and future parking restrictions. This requires considering the charging speed of the charging facilities.

Council will negotiate with electric vehicle charging facilities suppliers to come to an agreement that will meet Council and supplier requirements, including provisions for removal and/or relocation before installation occurs.

Financial Costs

To encourage the use of sustainable transport options, City of Greater Dandenong will absorb costs associated with conversion and re-purposing costs of allocating parking bays for exclusive use of electric vehicles, including any potential lost revenue from parking, regulatory signs and line marking.

Where costs are minimal, Council will give consideration to waiving the cost of power for these facilities.

Council will maintain the parking spaces as per the maintenance schedule in accordance with Council's Road Management Plan 2017-2021.

Council will enforce applicable parking restrictions as part of Council's normal parking management operations.

The installation, maintenance and operation of a charging facility will be the responsibility of the charging facility supplier unless otherwise agreed with Council.

Where an electric charging facility supplier wishes to provide additional signage, advertisements or road markings this cost is to be borne by the charging facility supplier, including on-going costs such as maintenance. Noting that this may require agreement with Council and/or a planning permit.

Any electric vehicle charging facilities proposed to be installed and owned by Council will need to be funded by a capital works program and comply with Council's procurement policies.

Performance Reporting

Electric vehicle charging facilities suppliers are required to report performance figures to City of Greater Dandenong on a biannual basis.

4.2.3 New Policy - Public Electric Vehicle Charging Policy (Cont.)



Greater Dandenong Policy

The data collected will assist Council in assessing the use and demand for electric vehicle charging within the municipality and inform future decisions regarding electric vehicle charging infrastructure.

Any notable data will be reported in the Transport and Movement section of the Sustainability Report.

Data that could allow for the identification of specific users will not be collected.

DRAFT

4.3 OTHER

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School

File Id:

Responsible Officer:

Director Business, Engineering and Major
Projects

Attachments:

Transport Study Report Congestion, Parking and
Road Safety in the area affected by Dandenong
North Primary School

Report Summary

This report provides details of the outcome of an investigation into the impact of the Dandenong North Primary School on the nearby residential areas. This investigation was triggered by Notice of Motion 68.

Recommendation Summary

It is recommended that Council acknowledges the report entitled '**Transport Study: Congestion, Parking and Road Safety in the area affected by Dandenong North Primary School**' prepared by Council officers in response to Notice of Motion 68 and provides a copy of the report into this matter to all members of the community that responded to the study's survey.

The Study Report is attached. The recommendations to address the issues raised include:

- Continued parking enforcement
- Working with the school to address behavioural issues and encourage pick up and drop off at safe locations further from the school
- Ongoing monitoring and consideration of further actions, including infrastructure, if / when travel behaviours and patterns change

The Study Report also provides some useful information for residents so that they can continue to assist Council in addressing issues in the area.

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Background

Dandenong North Primary School is a rapidly expanding school in a very busy area of Greater Dandenong. The ongoing expansion of the school means that the surrounding road network becomes extremely congested at school pick up and drop off times.

Residents in the area have identified issues such as significant delays, illegal parking, road safety and driver behaviour, during peak periods.

Road safety around the school is regularly monitored by Council officers and actions are undertaken on an ongoing basis to mitigate these issues.

This report provides a more holistic summary of the issues around the school and presents these in a manner that can be provided to a variety of interested members of the community.

Proposal

This report recommends providing a report to the community in the affected area which:

- Gives an understanding of what measures are appropriate for the area and why
- Provides details of how the residents/community can assist with the issues faced
- Provides expectations around what ongoing activity is anticipated as well as what infrastructure proposals may be suitable in future.

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'

Place

- *Sense of Place* – One city many neighbourhoods
- *Safety in Streets and Places* – Feeling and being safe
- *Travel and Transport* – Easy to get around

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

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)Place

- A healthy, liveable and sustainable city
- A city planned for the future

Opportunity

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

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

- Greater Dandenong Road Safety Strategy
- Greater Dandenong Municipal Parking Strategy

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 as the actions proposed in the immediate future can be undertaken using existing resources.

The provision of any further infrastructure would need to be referred to the Annual Budget process.

Consultation

A survey of residents within the study area was undertaken as part of this project. The methodology used was via letter drop, which is considered suitable for the consultation task in accordance with Community Engagement Planning Framework. This engagement primarily sought information from residents in the area to inform the study. It also sought ideas from the community as to how to address some of the issues experienced. A good response of 17% was achieved.

Conclusion

The study identified that while Dandenong North Primary School has a significant impact on the surrounding area, this only affects particular periods of the day. While very busy, the current management of the road network is in alignment with Council's policies in terms of prioritising the safety of school children and other road users, even where this results in congestion. The study recommends some ongoing actions.

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Recommendation

That Council:

1. **acknowledges the attached report entitled 'Transport Study: Congestion, Parking and Road Safety in the area affected by Dandenong North Primary School' as a response to Notice of Motion 68, noting the report recommends that Council:**
 - **continues parking enforcement;**
 - **works with the school to address behavioural issues and encourage pick up and drop off at safe locations further from the school; and**
 - **undertakes ongoing monitoring and consideration of further actions including infrastructure if/when travel behaviours and patterns change; and**
2. **provides a copy of the report to all members of the community that contributed to the study.**

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

OTHER

**RESPONSE TO NOTICE OF MOTION NO. 68 - OPTIONS FOR IMPROVING
SAFETY AND RESIDENTIAL AMENITY AROUND DANDENONG NORTH
PRIMARY SCHOOL**

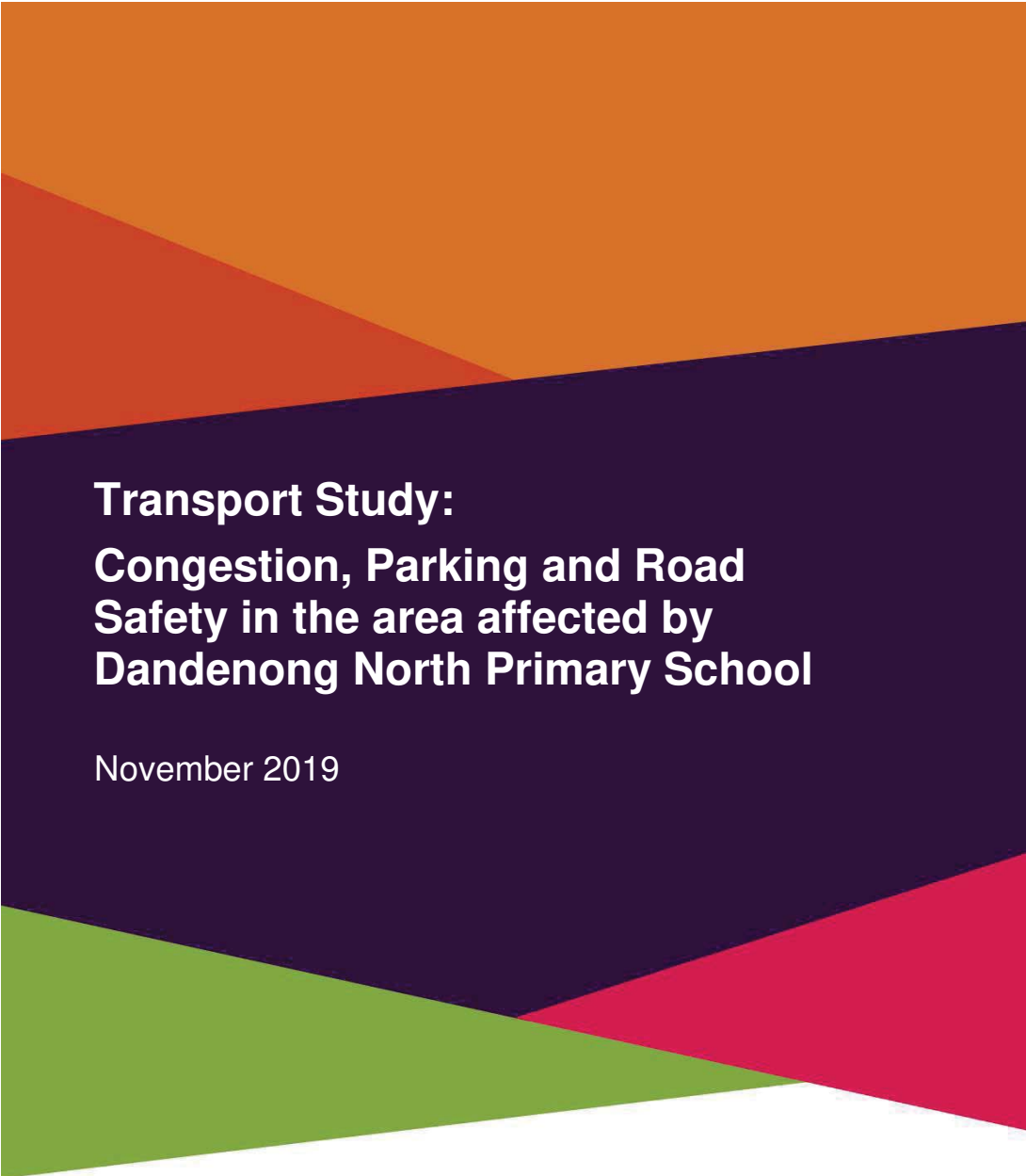
ATTACHMENT 1

**TRANSPORT STUDY REPORT CONGESTION,
PARKING AND ROAD SAFETY IN THE AREA
AFFECTED BY DANDENONG NORTH
PRIMARY SCHOOL**

PAGES 15 (including cover)

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

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)



**Transport Study:
Congestion, Parking and Road
Safety in the area affected by
Dandenong North Primary School**

November 2019

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Introduction

This Study Report provides a summary of an investigation into the impact that Dandenong North Primary School is having on the nearby residential area.

The report looks at options to address any issues identified.

The Study Area

The study area for this investigation includes the properties within the area bounded by David Street, Cleeland Street, Heatherton Road and James Street in Dandenong.

The study focuses on Woodlee Street and the community that use this street.

The study area is shown in the map below.



4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Background

Dandenong North Primary

In recent years, Dandenong North Primary School has seen a rapid increase in enrolment numbers, as have many other schools within Victoria due to both population increase and school consolidation.

The rapid expansion of the school has also led to an expansion in the demand the school places on the surrounding road network, in terms of both traffic and parking demand. Such school expansions regularly occur without any provision of or improvements to local roads or parking supply.

It is noted that at least in part, this is associated with schools being exempt from statutory processes that would typically allow a local Council or the community to request mitigation or challenge any decisions regarding such expansions.



4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)



Key impacts that the school is having on the nearby area include:

- Increased traffic, particularly during school pick up and drop off periods
- Increased parking demand on street for:
 - Staff
 - Parents during school pick up and drop off periods

Other impacts affecting traffic and parking

The area around Dandenong North Primary School is one of the busiest areas within the Greater Dandenong Municipality. The nearby Dandenong Hospital, Chisholm Tafe and Mosque also contribute to high traffic volumes and parking demand.

Cleeland Street and David Street, which run alongside Dandenong North Primary School are significant collector roads providing access to Dandenong Activity Centre and the arterial road network.

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Previous Actions undertaken by Council

Council's traffic engineers regularly monitor road safety around schools, particularly during pick up and drop off. Council has made a number of changes to the road network around Dandenong North Primary School in the last few years as a result of these investigations, including:

Alterations to parking restrictions to assist residents

Timed parking restrictions are in place on many of the streets in the area to improve safety and ensure all day parking does not take up all available parking space and prevent access by residential visitors.

In accordance with the Greater Dandenong Municipal Parking Strategy, parking restrictions on residential streets are made in consultation with local residents. Where parking restrictions are not safety related, residents are surveyed with regards to changes, which are only made if a clear majority of responding residents support the proposed change. All residents are entitled to suggest alterations to parking restrictions which they believe will provide improvements for the community.

Provision of school crossing supervisors

Dandenong North Primary School has school crossing supervisors in place to assist children crossing at several locations on David Street and Cleeland Street.

Providing safe crossings can encourage parents and children to walk to school, which reduces congestion around the school as well as providing the significant health benefits associated with walking.

As well as those walking from home, parents that are driving are encouraged to park further from the school and then walk to the school.

Installation of bollards on Woodlee Street

Council installed bollards on both sides of Woodlee Street between David Street and Edward Avenue. These bollards were installed to reduce illegal and unsafe driver behaviour, as frustrated drivers were regularly driving along the footpath and nature strip.

Consideration of further options

Council's traffic engineers have considered several other options at this location, such as one way systems and further parking restrictions, however while residents have requested these investigation has highlighted that they would not provide the benefits sought and may increase road safety risk in the area.

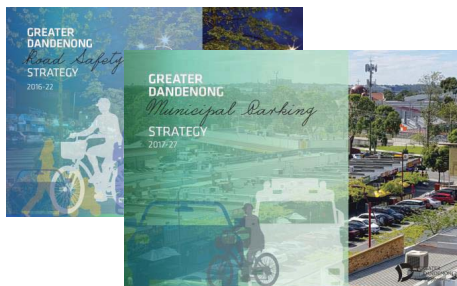
4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Council Policy and Priorities

Council has a number of strategies which consider the issues associated with school pick up and drop off. These include the Greater Dandenong Road Safety Strategy and the Greater Dandenong Municipal Parking Strategy.

These highlight the key priorities at these locations are, in order of priority:

1. Safety for children and other road users
2. Maintain easy accessibility and parking availability for the community
3. Reduce congestion



While congestion around schools can be frustrating, this does not necessarily mean that it is unsafe. School pick up is perceived as chaotic around many schools, however provided vehicle speeds are low, this can be the safest way for school pick up to occur using the limited space available.

Measures used to reduce the perceived chaos such as parking restrictions and one way systems generally result in a noticeable increase in traffic speeds, which in turn increases the road safety risk for pedestrians and children in particular.

Infrastructure treatments which can assist during the short (generally less than 30 minutes) school pick up period can have significant detrimental effects on all other road users throughout the rest of the day.

Based on the above considerations the following criteria are assessed when investigating issues around schools:

- Reduced vehicle speeds
- Pick up and drop off occurring on low speed roads
- Reduced need for children and other pedestrians to cross roads
- Reduced circulation
- Maintained parking availability

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Investigation

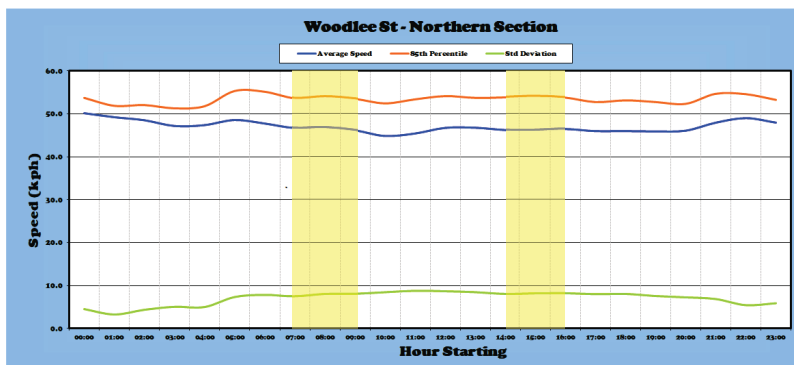
Traffic surveys and accident statistics

Council has undertaken comprehensive traffic surveys of the local streets in the area.

Generally, speeds in the area were observed to be lower than most residential streets. Locations closer to the school and hospital exhibited significantly lower speeds during peak periods, as they are affected by the congestion caused by these land uses.

The graph below shows survey results from a location in the study area which is located further from the school. At this location, the average speed was below 50km/h and the 85th percentile speed (the speed at which 85% of the traffic travels at or under) was around 53km/h. While this is higher than the speed limit of 50km/h it is lower than / comparable to the majority of uncongested local streets anywhere in outer metropolitan Melbourne.

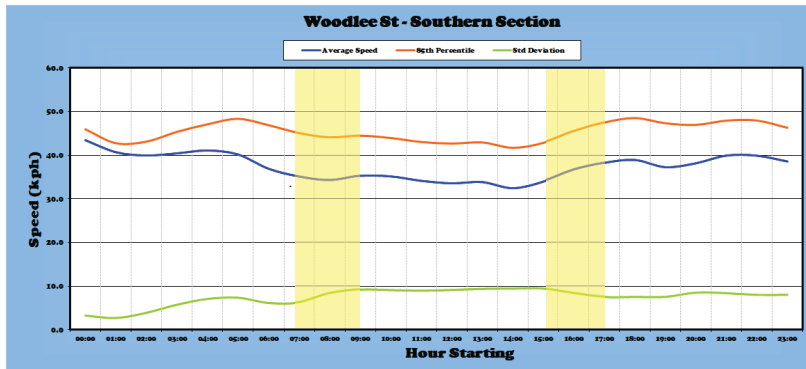
Speed Graph along Woodlee Street – south of Heatherton Road



The graph below shows survey results from a location in the study area located adjacent to the school. The results clearly show the impact that the congestion around the school causes. While school pick up is the most congested period of the day, the survey results highlight that throughout the day when cars are parked on both sides of the road, traffic is forced to travel slower. While this is the case, out with the very congested school pick up period, this rarely results in a delay of more than a few seconds for those driving through the area.

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Speed Graph along Woodlee Street – near Dandenong North Primary

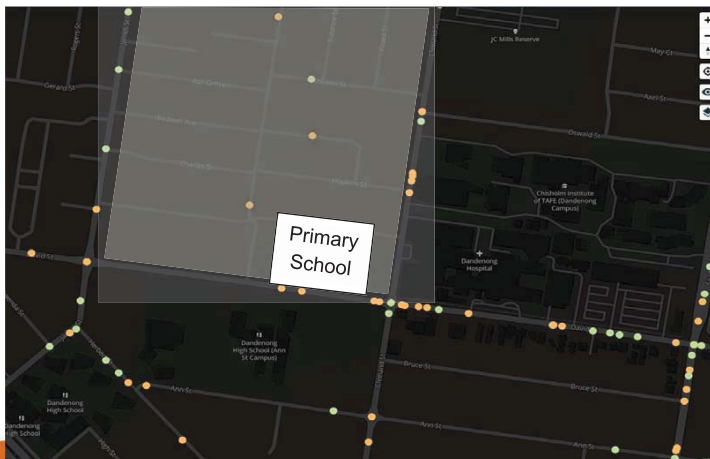


All traffic surveys within the study area did not highlight any road safety risks that are higher than on a typical local street. There was little / no evidence of hooning and traffic speeds observed are generally appropriate for the local environment.

The figure below shows the location of all recorded casualty accidents within proximity to Dandenong North Primary School within the last 10 years. This only includes accidents the police attended and where the accident resulted in injury to one or more persons.

The figure clearly highlights that likelihood of an accident which results in injury is significantly higher on the higher speed and volumes roads in the area, such as David Street or Cleeland Street.

On the local streets within the study area, traffic speeds are generally low enough that the likelihood of any accident resulting in serious injury is very low.



4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Residents Survey and Options

A survey of all local residents in the study area was undertaken, to both better understand the issues being faced, and to identify any potential options to assist in addressing these that may not have already been considered.

Letters were sent to around 290 properties and 50 responses were received.

Many of those responding identified that they are not around during the peaks caused at the school, as they are out at work.

Those that were around during the affected periods identified a number of areas of concern:

- Speeding
 - Woodlee Street
 - Hopkins Street
- Parking/Traffic congestion
 - Woodlee Street – Vehicles parking both sides of the street causing congestion
- Illegal parking
 - Woodlee Street – Blocked driveways
- Rat Running
 - Woodlee Street – Bypass route from Heatherton to Cleeland
- Parking issues
 - Hospital staff & Tafe visitors parking all day – Woodlee Street, Edward Avenue & Sheales Street
 - Mosque on Fridays (surrounding streets) – Hopkins Street & Charles Street
- Visibility at intersections
 - Sheales Street into Cleeland Street
 - Woodlee Street into David Street
 - Hopkins Street into Cleeland Street
 - Charles Street into Woodlee Street
- Driver behaviour issues / aggression
 - Parents at school pick up
 - Residents

Residents suggested a number of treatment options, most of which are assessed in the following section. However, a number of suggestions made by residents are not options under Councils control, and therefore these cannot be made. These include altering school start times, enforcing driver behaviour issues (other than parking) and restricting pupil numbers at the school.

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Options Assessment

Each option suggested by a community member has been assessed against the following criteria, which are based on Councils policy regarding such locations.

- Reduced vehicle speeds
- Pick up and drop off occurring on low speed roads
- Reduced need for children and other pedestrians to cross roads
- Reduced circulation
- Maintained parking availability

The table on the following page highlights an assessment of how each option is anticipated to perform against each of the set criteria. While several options would provide benefit to some users, there would also be significant detrimental impact on others.

A summary of each of the options assessed is below:

One-way on Woodlee Street - Northbound

While a one-way system on Woodlee Street in the northbound direction may reduce circulation and congestion to some extent, it also generates a number of road safety risks. These include increased vehicle speeds adjacent to the school, and would also mean that any children being picked up on Woodlee Street would need to cross the road in order to be picked up.

One-way on Woodlee Street - Southbound

While a one-way system on Woodlee Street in the southbound direction would mean that school pick up could occur on the side of the road that does not require children to cross the road, this option would not provide any benefit in terms of reducing circulation, as all traffic would be forced to travel through the busiest sections of the network. Vehicle speeds past the school would also be anticipated to increase during other periods of the day.

Close Woodlee Street at School Times

Closing Woodlee Street during school times would provide some safety benefits directly adjacent to the school. However, parents picking up would be forced to do so at other locations, either within the residential area or on higher speed roads such as David Street and Cleeland Street, which are less safe. By removing this location as a pick up location and a parking location (forcing demand elsewhere) the availability of parking for residential visitors etc. is would be affected.

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

	REDUCED SPEEDS	PICK UP AND DROP OFF ON LOWER SPEED ROADS	REDUCED NEED FOR PEDESTRIANS TO CROSS ROADS	REDUCED CIRCULATION	MAINTAIN PARKING AVAILABILITY	APPROX COST
ONE WAY ON WOODLEE NORTHBOUND	xx	x	xx	✓	-	\$5-10,000
ONE WAY ON WOODLEE SOUTHBOUND	xx	xx	✓	xx	-	\$5-10,000
CLOSE WOODLEE AT SCHOOL TIMES	-	xx	✓✓	-	xxx	\$30,000
BAN PARKING EVERYWHERE	xxx	xxx	xxx	✓✓	xxx	\$2,000
BAN PARKING NEAR INTERSECTIONS	x	x	-	✓	xx	\$1,000
ROUNDOFF AT WOODLEE / EDWARDS	✓	-	-	✓	-	\$30,000 as trial \$100,000 to fully construct
TRAFFIC CALMING WOODLEE	✓	-	-	-	-	\$100,000
TRAFFIC CALMING HOPKINS	✓	-	-	-	-	\$60,000
MORE PARKING ENFORCEMENT	✓	-	-	-	✓	\$5,000 recurring
SCHOOL CROSSING ON WOODLEE	✓	✓	✓✓	xx	xx	\$40,000 + supervisor
PICK UP AND DROP OFF AT LOCATIONS FURTHER FROM THE SCHOOL	-	✓	✓	✓✓	✓✓	\$500

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Ban parking throughout the area

Cars parked at the side of the road are one of the most successful methods of reducing traffic speeds on local streets in metropolitan Melbourne. Significant parking bans would likely increase travel speeds to a level that noticeably reduced road safety.

Parking bans would also push parking demand further into residential areas, reducing availability for residential visitors.

Ban parking near intersections

Visibility checks have been undertaken at all the intersections within the area and have been found to comfortably comply with Australian Standards. Further restrictions to parking would encourage higher speeds through the intersections and also have some impact on parking availability.

Install a roundabout at the intersection between Woodlee Street and Charles Street

This intersection has a non-standard layout, which can lead to issues with driver behaviour during the school pick up period. The installation of a roundabout would provide some benefits in terms of reduced driver frustration and circulation, however during the busiest periods the queuing past the roundabout would mean that it would have limited effect on reducing congestion.

While the cost of a fully constructed roundabout would be high, a trial of this traffic treatments using temporary kerbing and line marking only could be undertaken.

Traffic calming on Woodlee Street

Traffic calming could be installed on Woodlee Street to reduce speeds. However as speeds are already fairly low, this location is not viewed as a priority. Councils Local Area Traffic Management Program funds road safety treatments throughout the municipality. This program prioritises funds to the locations where the greatest road safety risk is identified. There are a number of locations within the municipality where the road safety risk observed is significantly higher than Woodlee Street. Traffic calming on Woodlee Street will be considered within this program, however it is unlikely to receive funding within this program for several years.

You can learn more about Councils Local Area Traffic Management Program on Councils website.

Traffic calming on Hopkins Street

As with Woodlee Street, this location will be considered within Councils Local Area Traffic Management Program, however due to the road safety risk being lower than at other locations within the municipality, funding within the next few years is unlikely.

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)

Increased parking enforcement

The study location is already an area of focus for Council's Parking Enforcement Officers. While increased enforcement at all times may assist, the most effective way for Council to enforce parking issues is through increased information regarding such issues being provided by the community. If residents in the study area observe illegal or unsafe parking, they are encouraged to report this to Council. Such issues can be reported to Council on Council's website, via emails (council@cgd.vic.gov.au) or phone (8571 1000).

Installation of a school crossing on Woodlee Street

The installation of a school crossing on Woodlee Street would assist children in walking safely into the residential areas to the west of the school. Currently, a relatively low number of pupils head in this direction.

While this would improve safety for the children that do head in this direction, the installation of a crossing would require the removal of parking areas and also introduce a new source of delay and congestion to vehicles driving through the area or undertaking school pick up.

Encouraging school pick up and drop off to occur further from Dandenong North Primary School

Council works with schools to take up initiatives that encourage safe and healthy ways of getting to school. Even when the distance is too great for children to walk all the way to school, encouraging pick up and drop off at a location further from the school can have benefits in terms of not only improving safety and reducing congestion around the school, but also have significant benefits to health, through walking.

Dandenong Oasis is an encouraged location for school pick up and drop off. It is a great distance from the school for children to get a health amount of steps as they walk down Cleeland Street towards the school. This route also has school crossing supervisors to ensure that children can cross the road safely.

Summary

Each of the options assessed has both benefits and compromises, however in many cases the benefit is outweighed by the compromise, and these projects will not proceed.

Some proposals will be considered for funding within Council's programs that address road safety, however as the road safety risk is lower than at other locations, funding in the next few years is unlikely.

Ongoing efforts through parking enforcement and working with the school to encourage better behaviour will continue.

4.3.1 Response to Notice of Motion No. 68 - Options for Improving Safety and Residential Amenity in the Vicinity of Dandenong North Primary School (Cont.)



Outcomes

What will Council do?

Council will undertake the following actions on an ongoing basis:

Parking enforcement during school pick up periods

Work with the school to encourage pick up and drop off at locations further from the school

Council will continue to monitor parking and traffic around the school and consider further actions if/when travel behaviours and patterns change.

What can the community do?

Members of the community affected by the issues discussed in this paper should continue to provide details of these issues to Council for consideration.

Illegal parking in particular should be reported, as this enables Council to effectively undertake enforcement and encourage better parking behaviour.

Council can be contacted by:

Online:

greaterdandenong.com

e-mail:

council@cgd.vic.gov.au

phone:

8571 1000

4.3.2 Community Environment Centre - Implementation Report

File Id:

Responsible Officer:

Director City Planning, Design and Amenity

Attachments:

2017 Feasibility Report: Review and update into the establishment of a Community Environment Centre

Report Summary

This report provides a summary on the background work and a set of recommendations for the establishment of a Community Environment Centre in the City of Greater Dandenong

Recommendation Summary

This report recommends that Council adopts the following actions to ensure the successful development of a Community Environment Centre. It is recommended that Council:

1. Adopts the findings and recommendations in the *2017 Feasibility Report: Review and update on the feasibility of establishing a Community Environment Centre*; and
2. Adopts the recommendation provided by Council officers to design and construct a mobile version of a Community Environment Centre, subject to the support and funding of a Capital Improvement Program (CIP) bid as part of Council's 2020/21 annual budget process.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Background

RATWISE Meeting – May 2015

In May 2015, representatives from Residents-Against-Toxic-Waste-In-The-South-East (RATWISE) met with officers and Councillors to discuss the establishment of a Community Environment Centre within the City of Greater Dandenong.

RATWISE presented a paper called *The Case for a Greater Dandenong Environmental Sustainability Centre*, which highlighted the opportunities and benefits of a Centre. During that meeting reference was made to a report called '*Feasibility Study into Establishing a Community Environment Centre in the City of Greater Dandenong*', completed in 2005 by Swinburne University's National Centre for Sustainability, on behalf of the City of Greater Dandenong

RATWISE requested that Council make a commitment to incorporate the following actions into the Greater Dandenong Sustainability Strategy:

1. Endorse the 2005 Feasibility Study for an Environment Centre in Greater Dandenong
2. Establish a Community Advisory Committee on Environmental Sustainability
3. Establish an Environment Centre within Greater Dandenong by 2016 – 2017

Original Feasibility Study 2005

The Feasibility Study was completed in October 2005 by Swinburne University on behalf of the City of Greater Dandenong. It provided an analysis on the options for establishing a Community Environment Centre in the City of Greater Dandenong to service the educational, research and development needs of the local community, including residents, students, businesses and industry.

The 2005 Feasibility Study included:

- Review of 11 existing Environment Centres throughout Australia;
- Identification of six (6) potential sites located in the City of Greater Dandenong;
- Assessment of each site identified against set criteria; and
- Investigation of the various delivery model options:
 - a. Led by Community;
 - b. Led by Council; and
 - c. Co-led as a Project Partnership.

Council Report – December 2015

In December 2015, officers prepared a Council Report that provided an analysis and set of recommendations regarding the establishment of a Community Environment Centre in the City of Greater Dandenong.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

It recommended that further work be conducted before Council can decide on whether to establish a Community Environment Centre and that Council:

1. Establish a Community Sustainability Reference Group; and
2. Conduct community consultation with local community groups, key stakeholders and potential partners, such as SCAAB, RATWISE, SECCCA and the Committee for Dandenong on the establishment of a Community Environment Centre; and
3. Review and update the Feasibility Study (completed back in October 2005); and
4. Investigate alternative options for the establishment of a Community Environment Centre in Greater Dandenong; and
5. Report on officer findings in the 2016-2017 Financial Year on the above with recommendations to Council.

A copy of the 2005 Feasibility Study was provided as an appendix to the Council Report in December 2015.

Updated Feasibility Report 2017

In June 2016, Council engaged consultants to review and update the Feasibility Study completed in 2005. The new Feasibility Report, completed in May 2017 and called '*2017 Feasibility Report: Review and updated on the feasibility of establishing a Community Environment Centre*', tested the 2005 findings against Councils current activities.

The 2017 Feasibility Report conducted the following:

- A Needs Analysis - To help determine if there was a need for a Centre to help engage the community on environmental sustainability;
- An Assessment of Potential Sites – To help determine the best location, both within Greater Dandenong or in the South East, for a new Centre;
- Potential Development Models for a Centre – To help determine what form the Centre should take if delivered;
- Consideration of delivery models and potential partners – To help determine the best way to deliver the Centre and who might use it; and
- Consideration of Funding Options – To help determine how the Centre should be fund from a capital and operational perspective.

The 2017 Feasibility Report identified that at the time there is a substantial financial commitment associated with establishing a new, dedicated and permanent Community Environment Centre, costing anywhere up to and beyond \$5M. Current and forecast Council budgets indicated that Council is not able to fund the capital and operational costs to develop such a Centre. Therefore, it is recommended to not proceed with the establishment of a Centre via the construction of a new, dedicated and permanent building on a newly purchased parcel of land.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

The 2017 Feasibility Report subsequently recommended that Council further investigate non-permanent or temporary options, as they would be less cost prohibitive and with less financial risk. These options are based around a business model that did not rely on ongoing long-term operational funding or substantial capital funding; it also is not immediately reliant on external income streams to maintain its viability.

The 2017 Feasibility Report found that to minimise financial risk, any approach taken by Council should:

- Be aligned with current Council plans and strategies
 - e.g. the Community Wellbeing Plan
- Be supportive of current Council programs
 - such as those run by SEBN
- Be located at a preferred site with a score of 70% or greater
 - such as Central Dandenong
- Be temporary (pop-up) – the ability to test the viability, locational requirements and provide diversity in the provision of sustainability offerings to the region
- Be delivered in partnership with community service providers, industry, state and federal government.

The report stated that if Council decided to further progress its investigations, the key recommendations to consider included:

- **Recommendation 1:** Council should investigate the potential partnership opportunities associated with an existing Community Environment Centre such as Myuna Farm or Edithvale Wetlands.
- **Recommendation 2:** If the findings from Recommendation 1 demonstrate that there are no opportunities to partner with an existing Community Environment Centre, Council should consult and gauge the level of interest from community service providers, educational institutions, industry, state and federal government, in partnering on a pop-up building that delivers on the core principles of a Centre.
- **Recommendation 3:** If the findings from Recommendation 2 indicate that there is significant interest from broader potential partners, Council should consider using existing Council land or buildings to test the viability of a pop-up Centre.
- **Recommendation 4:** If Council decides to proceed with the findings in Recommendation 3, Council should consult with land owners and developers to identify suitable land for a pop-up Centre.
- **Recommendation 5:** If suitable land or a building is identified as part of proceeding with Recommendation 4, Council should consider investing a small amount to support the implementation of an exhibition to further test the demand for a pop-up Centre.
- **Recommendation 6:** If the findings of Recommendation 5 demonstrate that there is demand, budget should be allocated and a cross Council team formed, including Festival & Events, South

4.3.2 Community Environment Centre - Implementation Report (Cont.)

East Business Network, Media & Communications and Planning & Design, to establish, promote and maximise the use of a pop-up Centre.

A copy of 2017 Feasibility Report has been attached to this Council Report.

Engagement on 2017 Feasibility Report

In November 2017 Council's Executive Management Team was initially briefed on the findings and recommendations of the 2017 Feasibility Report. At the request of a Councillor, it was decided that Council officers should consult with the Sustainability Reference Committee prior to presenting to Councillors.

The Sustainability Reference Group, now called the Sustainability Advisory Committee, was formally established by Council in September 2017. This group has been consulted extensively on a broad range of issues, including the 2017 Feasibility Report and options for the establishment of a Community Environment Centre.

Outcomes from the 2017 Feasibility Report were presented to the Sustainability Reference Committee on the 5th of December 2017 and Councillors at a Councillor Briefing Session on the 22nd January 2018. External stakeholders identified at the RATWISE meeting and outlined in the December 2015 Council Report were also directly engaged during the background work and after the completion of the 2017 Feasibility Report.

These stakeholders were asked if they supported the establishment of a centre, if they and their clients or members would use the centre, if they supported the preferred model identified by the Committee and finally whether they would be willing to contribute financially. The stakeholders engaged were supportive of establishing a centre and the concept of a mobile centre but were not able to contribute financially to its establishment or operation.

Council officers then presented the findings from the further engagement to the Sustainability Reference Committee. The Committee recommended that Council explore the establishment of a mobile centre constructed on a trailer in a similar manner to a mobile tiny house, caravan or an eco-trailer.

An example can be found at the following website: . <https://thenewjoneses.com/>

Proposal

This report acknowledges the findings and recommendations outlined in the 2017 Feasibility Report. Council officers have further investigated the recommendations and found the following:

- There are no current opportunities to partner with a Community Environment Centre, such as Myuna Farm or Edithvale Wetlands. **(Recommendation 1)**
- There is significant interest from a range of key stakeholders in a pop-up or mobile option that delivers the core principles of a Centre. **(Recommendation 2)**
- There are a range of existing sites owned by Council, such as Alex Wilkie Reserve and the Dandenong Civic Centre, that could be used to test the viability of a mobile Centre. It could also be stored at the Operation Centre. **(Recommendation 3)**

4.3.2 Community Environment Centre - Implementation Report (Cont.)

- There are currently no land-owners or developers able to partner with Council on testing a mobile Centre. **(Recommendation 4)**
- A City Improvement Program Bid could be submitted seeking approval to fund the design and build of a mobile Centre in the 2020/21 Financial Year. **(Recommendation 5)**
- There is a small cross Council team, currently made up of the Parks Unit, the Waste Unit and the Sustainability Unit who could work together to establish, promote and maximise the use of a mobile Centre **(Recommendation 6)**.

The mobile version of Centre is a relatively low-cost option that could be utilised on a regular basis by Council, especially the Waste, Parks and Sustainability Units, or it could be used for community engagement at schools and businesses throughout the municipality.

Therefore, based on the 2017 Feasibility Report, feedback from key stakeholders and further investigation carried out by Council officers, it is proposed that Council proceed with the establishment of the mobile version of a Community Environment Centre.

Community Plan 'Imagine 2030' and Council Plan 2017-21 – 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
- *Outdoor Activity and Sports* – Recreation for everyone
- *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
- *Travel and Transport* – Easy to get around

Opportunity

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

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Council Plan 2017-21

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
- A city planned for the future

Opportunity

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

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

- Arts and Cultural Heritage Strategy
- Asset Management Strategy
- Community Development Strategy
- Community Engagement Framework
- Community Hubs Framework
- Community Wellbeing Plan
- Language and Communications Framework
- Sustainability Strategy
- Urban Tree Strategy
- Waste and Litter Strategy

Related Council Policies

- Asset Management Policy
- Community Engagement Policy
- Multipurpose Use of Community Facilities Policy
- Procurement Policy
- Sustainable Buildings Policy

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.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Financial Implications

There are no current resources included within the 2019/20 annual budget for the establishment of mobile Community Environment Centre in the form of a trailer.

A City Improvement Program (CIP) Bid in the 2020/21 financial year of \$125,000 is required to design and build the mobile Community Environment Centre. The design and purchase of the mobile community environment centre is subject to the support and funding of this capital works bid as part of Council's annual budget process.

No additional EFT staff resources have currently been allocated or redirected to operate the proposed mobile Community Environment Centre. Once the mobile Centre is constructed and operating, a future budget request might be required for additional EFT resources to facilitate its use.

Consultation

The development of this report has involved extensive consultation with a range of internal and external stakeholders. It has been guided by both the Community Engagement Policy and its supporting Framework.

See Background section of this Council Report for further details.

Conclusion

The establishment of a Community Environment Centre has been an idea or concept on Council's and the community's radar since 2005. Due to a range of factors, including associated costs, potential risks, limited partners and other priorities, investment in a dedicated Community Environment Centre has not eventuated.

While Council has a range of other community engagement programs on environmental and sustainability issues, there is an opportunity to demonstrate what sustainable living looks like and help raise further awareness.

The establishment of a mobile version of a Community Environment Centre led by Council, is a relatively low-cost and low-risk option that could be delivered. As such, officers recommend Council pursuing a mobile Community Environment Centre, subject to appropriate funding being available.

Recommendation

This report recommends that to ensure the successful development of a Community Environment Centre, Council adopts:

1. **the findings and recommendations in the 2017 Feasibility Report: Review and update on the feasibility of establishing a Community Environment Centre; and**

4.3.2 Community Environment Centre - Implementation Report (Cont.)

- 2. the recommendation provided by Council officers to design and construct a mobile version of a Community Environment Centre, subject to the support and funding of a Capital Improvement Program (CIP) bid as part of Council's 2020/21 annual budget process.**

4.3.2 Community Environment Centre - Implementation Report (Cont.)

OTHER

COMMUNITY ENVIRONMENT CENTRE – IMPLEMENTATION REPORT

ATTACHMENT 1

**2017 FEASIBILITY REPORT: REVIEW AND
UPDATE INTO THE ESTABLISHMENT OF A
COMMUNITY ENVIRONMENT CENTRE**

PAGES 52 (including cover)

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

4.3.2 Community Environment Centre - Implementation Report (Cont.)

FEASIBILITY REPORT

Review and update on the feasibility of establishing a Community Environment Centre.

Submitted to: Ed Cotter - Team Leader of Sustainability Planning

Date: 05/05/2017

Final Draft V5

MODUS
Architects

MODUS Architects
ABN: 31 116 585 203
Level 8, 180 Russell Street
Melbourne, VIC 3000
(03) 9650 8665



Urban Digester
ABN 84 151 437 348
Level 8, 180 Russell Street
Melbourne, VIC 3000
(03) 9639 4936

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Peer Review

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4.3.2 Community Environment Centre - Implementation Report (Cont.)

Executive Summary

Summary of Purpose

The purpose of this report is to review and update the '*Feasibility Study into Establishing a Community Environment Centre in the City of Greater Dandenong, by Swinburne University, dated October 2005*' (here-in called '*2005 Feasibility Study*'). A 'Council Report' – called Community Environment Centre: Final Briefing Paper, dated November 2015, presented an initial analysis and set of recommendations regarding the establishment of a Community Environment Centre (here-in called a '*Centre*') in the City of Greater Dandenong. An outcome of that document was a commitment from Council to review and update the original '*2005 Feasibility Study*'.

The review and update (here-in called '*2016 Feasibility Report*') provides a desktop analysis of the '*2005 Feasibility Study*', taking into account changes to Council policies, as well as community engagement and participation programs on sustainability. It tests the rationale used for the '*2005 Feasibility Study*', it explores the role that a *Centre* may play in 2016 and it undertakes an assessment against several key factors, with particular reference to financial and risk related issues. It also investigates alternative development models and broadens the definition of what the establishment of a *Centre* could mean within Greater Dandenong and the broader South East Region.

Summary of Background

In 2005, the City of Greater Dandenong partnered with Swinburne University's National Centre for Sustainability, to investigate the feasibility of establishing a *Centre*. Consultation with focus groups, as part of the '*2005 Feasibility Study*', identified a need for the establishment of a *Centre* and its potential to service the educational, research and development needs of industry, business and the community in Greater Dandenong. This consultation work helped establish a vision for the role of a dedicated *Centre* in Greater Dandenong:

A Vision for a Community Environment Centre is 'to lead a shared understanding of sustainability, transforming the lives of individuals and the capacity of industry and communities.'

Council's vision and strategy for improving the regional environment was a key driver for the potential development of a *Centre*. However, it was identified that broader Community support for a *Centre*, which specifically to address environmental issues, must be demonstrated in order to proceed with the development of a *Centre*.

An important consideration and key challenge identified by Council in 2005 was associated with funding for the capital and ongoing operational costs of a purpose built *Centre*. The '*2005 Feasibility Study*' underlined, in its recommendations, that the *Centre's* design should be leading edge and innovative, and that a best practice model for the Greater Dandenong region be developed. It highlighted that environmental sustainability is integral to the function of the *Centre* but needs to be considered in parallel with other measures of the triple bottom line and Council governance. In 2016, the financial costs and business case remains the same challenge. It should be noted that since 2005, the development of a purpose built *Centre* has not been a high priority for Council due to a range of factors. The two major contributing factors limiting the progress include the high capital and operational costs, and the limited operational partnership opportunities.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Summary of Findings

Needs Analysis

Since 2005 much has changed and evolved in Greater Dandenong, particularly around policy, strategy and community engagement on sustainability. Whilst in 2016, the role of a Community Environment Centre was seen as an important facility or 'tool' to engage the community on key sustainability issues, the 2016 Needs Analysis highlights that further issues need to be taken into account. Given that the '2005 Feasibility Study' identified that the role of a Centre should be to service the broader South East region and not just Greater Dandenong, the preferred approach should consider the following issues:

1. The role of existing Community Environment Centres across Melbourne;
2. The range of potential development models;
3. The business case models and financial implications of supporting such a facility; And
4. The broader community support for such a facility.

In reviewing the needs analysis, the revised work in the 2016 Feasibility Report has continued to make use of, and build upon, the consultation outcomes from the 2005 Feasibility Study, as they remain broadly relevant. These outline that the essential elements of a Centre should be:

- *A place for the provision of education and advice, as well as the sharing of information, about the local environment and sustainability;*
- *An inviting meeting place that supports recreation and social exchange;*
- *Close proximity to public transport for accessibility;*
- *Close proximity to the natural environment;*
- *Inclusive of all cultures and especially youth – where environmental education is most needed;*
- *Satisfying the need for community venues;*
- *Providing a level of self-sufficiency through venue hire or a café; and*
- *Promoting a sense of belonging and community ownership.*

Source: 2005 Feasibility Study - Section 2

The key changes since 2005 that are outlined in the 2016 Feasibility Report, which have substantially progressed and broadened the sustainability framework include:

1. New community engagement and consultation process that led to the development of the Imagine 2030 Community Plan for the City of Greater Dandenong.
2. New policy documents that support the strategic priorities and objectives of *People, Place and Opportunity* as identified in the Greater Dandenong 2013-17 Council Plan.
3. New large infrastructure projects such as the construction of the 5 Star Green Star Rated Dandenong Civic Centre, as part of the Revitalising Central Dandenong initiative.
4. The development of the Greater Dandenong 2016-30 *Sustainability Strategy* that sets the vision (see below) and framework to integrate sustainability throughout the city:

Vision – By 2030 the City of Greater Dandenong is one of the most sustainable cities in Australia.

Some of the needs identified in the '2005 Feasibility Study' have already been implemented by Council through other Council related sustainability initiatives, for example the running of the Annual Greater Dandenong Sustainability Festival and Awards. The integration of sustainability into the education sector, through such programs as Sustainable Schools and a number of regional Environmental Centres like the Knox Innovation Opportunity and Sustainability Centre (KIOSC), demonstrates implementation of such initiatives at a regional level.

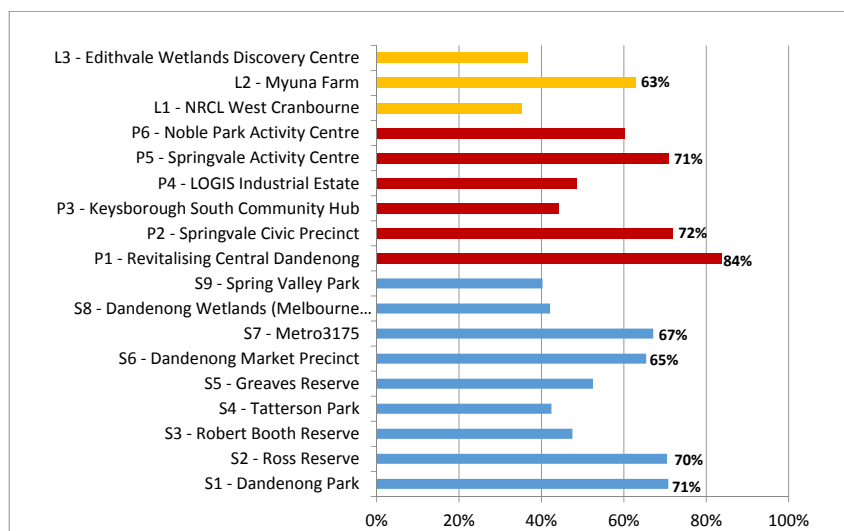
It is also recognised that Council currently works closely with industry groups and community groups on a range of key issues. From the work done by the South East Business Network (SEBN) with business and

4.3.2 Community Environment Centre - Implementation Report (Cont.)

industry in Greater Dandenong, through to the way that Council supports organisations, such as South East Community Links, who provide essential services to disadvantaged residents. Such organisations and programs facilitated by Council could play an important educational role within a Community Environment Centre or alternative development model.

Site Assessment

A range of potential sites for a *Centre* were assessed and scored against criteria adopted from the 2016-30 Sustainability Strategy. At a high level, the assessment (below) indicates that from a locational and accessibility perspective, the more viable locations are within Central Dandenong with a score of 84% followed by the Springvale Civic Precinct 72%, Dandenong Park 71%, the Springvale Activity Centre 71% and Ross Reserve 70%. However, there are a number of site constraints associated with these locations, in particular, adopted masterplans and lack of space for a permanent building. Further opportunities arise when considering facilities and locations within the broader South East Region, but outside of Greater Dandenong, such as Myuna Farm and the Edithvale Wetlands. While these locations may be more difficult to access for the community in Greater Dandenong, they currently provide a diverse range of sustainability and educational offerings..



Centre Development Models

A range of centre development model options (i.e. building types and operational options) were investigated and a high level cost estimate conducted, which is illustrated in the below table.

1. Newly built centre located on land owned by Greater Dandenong or a partner organisation.		
Capital Costs: \$2,500,000+ New 450m2 building	Operational Costs: \$200,000* 2 People – full time	Potential Income: \$125,000* *includes 5% of NGO income
2. Pop-up or relocatable building on land owned by Greater Dandenong or a partner organisation.		
Capital Costs: \$50,000 Small building – loaned for FREE	Operational Costs: \$100,000* 1 Person – full time	Potential Income: \$25,000 *includes 5% of micro NGO income

4.3.2 Community Environment Centre - Implementation Report (Cont.)

3. Permanent centre located within existing building owned by Greater Dandenong or partner organisation.		
Capital Costs: \$975,000+ Fitout of existing building	Operational Costs: \$200,000* 2 People – full time	Potential Income: \$125,000* *includes 5% of NGO income
4. Exhibition incorporated into existing building owned by Greater Dandenong or partner organisation.		
Capital Costs: \$25,000 No building – use existing facility	Operational Costs: \$50,000 1 Person – 2.5 days per week	Potential Income: \$0 No direct income streams

***Note:** It is assumed that *Centre* options one (1 - purpose built), two (2 – pop-up) and three (3 – existing) would be need to be operated by a dedicated organisation either established by Council or partnering with an existing established NGO and as a result represents a financial risk to Council.

The key findings and implications from the above table are summarised below:

- Identifying, obtaining and retaining annual income with a partner organisation, such as a new or existing NGO, could present a significant financial risk for Council for *Centre* options 1, 2 and 3.
- Without external funding and partnering organisations, the initial capital costs of a newly built centre are very high and the operational costs represent an ongoing financial consideration for Council.
- Therefore, without external funding and significant support, the establishment of a newly built centre, located on land owned by Council or a partner organisation, may be financially cost prohibitive for Council.
- Whilst a *Centre* within an existing building a lower capital cost it is still a significant amount, that and the operational costs represent a significant ongoing financial consideration for Council
- Therefore, without external funding and significant support, the establishment of a centre in an existing building, owned by Council or a partnering organisation, may be financially cost prohibitive for Council.
- Whilst a pop up or relocatable building, has significantly lower capital costs, the ongoing operational cost may represents another financial risk for Council.
- Therefore, without external funding and significant support, the establishment of a centre as part of a pop-up or relocatable building, owned by Council or a partnering organisation, may be financially cost prohibitive for Council.
- An exhibition incorporated into an existing building owned by Council or partner organisation has the lowest capital costs and ongoing operational costs, and would be more feasible, flexible and affordable for Council than the other options.

Organisational Partners

There is a diverse array of industry and community organisations operating within Greater Dandenong and the South East Region who may have an interest in the establishment of a *Centre*. It might be a manufacturing company looking to showcase new products and services, or a local community organisation looking to provide its clients with information on how to save energy and money. For a *Centre* to be successful formal partnership agreements must be put in place prior to any commitment. Council would need to identify potential partnering organisations based on existing relationships with key industry and community stakeholders, and work with them to develop a viable business model that address the key risks.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Delivery Models

There were four delivery models explored in the *2005 Feasibility Study* – a) Partnership, b) Community and Industry Led, c) Council Led, and d) No Centre. Without interest and support from external partners Council is very much unlikely to lead the establishment of a purpose built Centre by itself. The same premise, Council cannot successfully deliver a centre on its own, as identified in the *2005 Feasibility Study* has been reinforced as part of this report.

'A partnership with Council and Community support (including the industry and business sectors) is integral to the development of a potential Centre, as Council resources alone are unlikely to achieve the desired outcome. This project partnership can be directed by Council with valued representation, resources and involvement of many stakeholders.' (Page 7, Swinburne University).

Funding Options

The funding options identified by the *2005 Feasibility Study* remain relevant. They range from sole investment by local government, to the inclusion of private sector sponsorship and contributions from state and federal government. It should be noted that nothing was explored in 2005 around potential income streams to ensure the viability of a Centre. This review begins to clearly identify, in the Centre Development Model table, that an income stream is critical to the business case and should be a primary factor in the risk assessment of any proposal. Given the current financial climate in local government, and difficulty in obtaining sponsorships and / or investment from state government and the private sector, the business case for a Centre would need to clearly demonstrate how it would attract visitors, run programs and what its competitive advantage would be against other Centres in the region.

Summary of Recommendations

There is a substantial financial commitment associated with establishing a new dedicated Community Environment Centre. Council has indicated that it is not able to fund the capital and operational costs to develop such a Centre. Therefore it is recommended not to proceed with the establishment of a Centre via the construction of a new, dedicated and permanent building on a newly purchased parcel of land. The *2016 Feasibility Report* has identified, and subsequently recommends that Council further investigates non-permanent or temporary options as they would be less cost prohibitive and with less financial risk. These options are based around a business model that does not rely on ongoing long-term operational funding or substantial capital funding, it also is not immediately reliant on external income streams to maintain its viability.

To minimise financial risk, the approach taken by Council should be based on the following findings:

- Be aligned with current Council plans and strategies – such as the Community Wellbeing Plan;
- Be supportive of current Council programs – such as those run by the South East Business Network;
- Be located at a preferred site with a score of 70% or greater – such as Central Dandenong;
- Be temporary (pop-up) – so it has the ability to test the viability, locational requirements and provide diversity in the provision of sustainability offerings to the region; and
- Be delivered in partnership with community service providers, industry, state and federal government.

If the Council for the City of Greater Dandenong decides to further progress its investigations, the key recommendations to consider include:

Recommendation 1: Council should investigate the potential partnership opportunities associated with an existing Community Environment Centre such as Myuna Farm or Edithvale Wetlands.

Recommendation 2: If the findings from Recommendation 1 demonstrate that there are no opportunities to partner with an existing Community Environment Centre, Council should consult and gauge the level of

4.3.2 Community Environment Centre - Implementation Report (Cont.)

interest from community service providers, educational institutions, industry, state and federal government, in partnering on a pop-up building that delivers on the core principles of a Community Environment Centre.

Recommendation 3: If the findings from Recommendation 2 indicate that there is significant interest from broader potential partners, Council should consider using existing Council land or buildings to test the viability of a pop-up Community Environment Centre.

Recommendation 4: If Council decides to proceed with the findings in Recommendation 3, Council should consult with land owners and developers to identify suitable and available land for a pop-up Community Environment Centre.

Recommendation 5: If suitable land or a building is identified as part of proceeding with Recommendation 4, Council should consider investing a small amount to support the implementation of an exhibition to further test the demand for a pop-up Community Environment Centre.

Recommendation 6: If the findings of Recommendation 5 demonstrate that there is demand, budget should be allocated and a cross Council team formed, including Festival & Events, South East Business Network, Media & Communications and Planning & Design, to establish, promote and maximise the use of a pop-up Community Environment Centre.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

1. Introduction

MODUS Architects and Urban Digestor were engaged by the City of Greater Dandenong to undertake a desktop analysis and prepare an update to the *Feasibility Study into Establishing a Community Environment Centre in the City of Greater Dandenong - October 2005* (here-in called the '2005 Feasibility Study'). This report looks at how a Community Environment Centre (here-in called a 'Centre') might sit within Council's "Imagine 2030 Community Plan" and "Council Plan 2013-2017" focussing on *People/Place/Opportunity* while considering the vision of Council's Sustainability Strategy. This report identifies potential sites and precincts, presents a variety of development models and assesses their suitability for the establishment of a Centre with a focus on Council's sustainability themes of *Local Community and Culture, Local Business and Economy and Transport and Movement*.

1.1 Project Purpose

This project prepares an update to the *2005 Feasibility Study* in order to help Council make a decision on whether or not to proceed with the establishment of a *Centre*. This report aims to enable Council to gain an understanding of the financial and resource implications associated with such a decision.

This project identifies and determines:

- Associated capital and operational costs;
- What organisation might run the facility;
- How the facility might be run;
- What the key revenue streams might be; and
- What the relationship with Council might be.

1.2 Project Background

In 2005 the City of Greater Dandenong undertook a feasibility study into Establishing a Centre to service the educational, research and development needs of industry and the community of the region.

A Vision for a Community Environment Centre is 'to lead a shared understanding of sustainability, transforming the lives of individuals and the capacity of industry and communities, within the Greater Dandenong region and beyond.'

Source: 2005 Feasibility Study

The role of a Community Environment Centre was suggested as:

- *A vehicle for CGD environmental education for both community and industry;*
- *A means to educate cultural groups on sustainability;*
- *A place where Greater Dandenong can show itself to the rest of Victoria and Australia;*
- *A place for 'face-to-face' work done by the community to support environmental education and to show that CGD is pro-active about the environment - a "showcase to the community";*
- *A place to symbolise and raise the profile of the environment in Greater Dandenong; and*
- *A place of community ownership that may attract more people to become members of community groups.*
- *A place to support the exchange of knowledge with and between regional industries.*

Source: 2005 Feasibility Study

4.3.2 Community Environment Centre - Implementation Report (Cont.)

The *2005 Feasibility Study* found that through focus groups and consultation there was a demonstrated need for such a Centre. The challenge faced by Council was to fund the capital and operational costs of a Centre. In the period since 2005 the Council has not been able to prioritise the development of this Centre due to high capital costs and a limited commitment from community members or groups to fund and run a Centre.

In 2015 the City of Greater Dandenong prepared a briefing paper (2015 Council Report) which presents an analysis and set of recommendations regarding the establishment of a Centre in the Greater Dandenong, including the requirement to update the aims and objectives of the 2005 Feasibility Study.

The 2015 Council Report was prepared by the Sustainability Planning Team in response to a request made by the community group, Residents against Toxic Waste in the South East (RATWISE), for the Council for City of Greater Dandenong to establish a Centre in the municipality.

This report recommends that further work be conducted before Council can make a decision on establishing a Community Environment Centre. It is recommended that Council:

1. *Establish a Community Sustainability Reference Group; and*
2. *Conduct community consultation with local community groups, key stakeholders and potential partners, such as SCAAB, RATWISE, SECCCA and the Committee for Dandenong on the establishment of a Community Environment Centre; and*
3. *Review and update the Feasibility Study (completed back in October 2005); and*
4. *Investigate alternative options for the establishment of a Community Environment Centre in Greater Dandenong; and*
5. *Report on officers findings in the 2016-2017 financial year on the above with recommendations to Council.*

Source: 2015 Council Report

This report is in response to *Item 3: Review and update the Feasibility Study (completed back in October 2005)*.

1.3 Project Methodology

The review and update of *2005 Feasibility Study* is a desktop study of Council policy documents, Council programs and site analysis material were reviewed.

Consultation was limited to Council officers over a short interview based process.

This study and review includes the following key milestones.

- Milestone 1: Meeting with Council officers to establish project parameters & project plan.
- Milestone 2: Conduct review of Council policy documents to compare current policy context with that of 2005.
- Milestone 3: Consult with relevant Council departments to receive feedback on the *2005 Feasibility Study*.
- Milestone 4: Review the suitability of sites identified in *2005 Feasibility Study*.
- Milestone 5: Review financial feasibility of establishing a Environment Centre.
- Milestone 6: Prepare a report which updates the *2005 Feasibility Study*.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

2. Needs Analysis

The analysis in this report is based on a desktop study and review of existing Council policy documents. After reviewing key Greater Dandenong policy documents it is clear that significant industry and community stakeholder consultation on a range of sustainability issues has taken place in the decade since the 2005 Feasibility Study was completed.

This report utilises the feedback and information gathered from the extensive consultation and engagement conducted on a range of issues over the last decade. This includes key documents such as the Imagine 2030 Community Plan and the Council Plan 2013-17.

It also makes use of, and builds on, the consultation conducted with the initial focus groups involved in the 2005 Feasibility Study, as they remain broadly relevant:

The focus groups suggested that the essential elements of a Centre should be:

- *A place for the provision of education and advice, as well as the sharing of information, about the local environment and sustainability;*
- *An inviting meeting place that supports recreation and social exchange;*
- *Close proximity to public transport for accessibility;*
- *Close proximity to the natural environment;*
- *Inclusive of all cultures and especially youth – where environmental education is most needed;*
- *Satisfying the need for community venues;*
- *Providing a level of self-sufficiency through venue hire or a café; and*
- *Promoting a sense of belonging and community ownership.*

Source: Feasibility Study 2005 - Section 2

2.1 Local Context

The contextual framework for a Centre sits within the City of Greater Dandenong's strategic policy framework themes of **People, Place and Opportunity** as shown in *Imagine 2030 Community Plan and Council Plan 2013-2017*. These themes are the result of extensive community consultation and are well established through Council's key policy documents.

Within these themes there are objectives and priorities that are clearly aligned with the development of a new Centre facility. The contextual factors that will contribute to the successful of an Environment Centre that could service Greater Dandenong are broadly related to strategies around Sustainability, Community and Economic Development.

2.1.1 Sustainability Context

The Greater Dandenong *Sustainability Strategy 2016-30* draws together the themes of two key Council policy documents and provides a framework for integrating sustainability into its operations with a focus on issues relevant to the local sustainability context.

"The 2030 Sustainability Strategy is a key document for the City of Greater Dandenong that will be used to inform decisions, shape plans and undertake activities that help realise its vision for a sustainable future."

Source: Sustainability Strategy 2016-30

"The 2030 Sustainability Strategy provides a strategic framework that will help Council integrate sustainability into its operations, its projects, its programs and its services, at both a corporate and community level."

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Our Vision: By 2030 the City of Greater Dandenong is one of the most sustainable cities in Australia.

	OPEN SPACE AND BIODIVERSITY A Greener City	Imagine a Greener City that places a value on its natural assets, protects existing levels of biodiversity and works hard to enhance biodiversity levels for the future.
	WATER AND STORMWATER A Water Sensitive City	Imagine a city where water is managed efficiently and effectively to: provide a secure source of clean drinking water; reduce flood risk and damage; ensure healthy waterways; as well as support healthy local parks and environments.
	WASTE AND RESOURCES A Waste Wise City	Imagine a Waste Wise City with clean public places where resources are used efficiently, resulting in lower costs, less waste and a healthy local environment.
	TRANSPORT AND MOVEMENT A Well Connected City	Imagine a Well Connected City that is easy, safe and affordable to walk and cycle around, is well connected to public transport and has a clear hierarchy for the effective movement of vehicles.
	CLIMATE AND ENERGY A Low Carbon City	Imagine a Low Carbon City that is run from renewable energy, has a minimal carbon footprint, causes minimal damage to the planet and is affordable, attractive, liveable and sustainable.
	BUILDINGS AND PLACES A City Planned for the Future	Imagine a City that's been planned, designed and built to accommodate the community's future needs, a city that's been created to reflect a sense of place that's unique to the community, a city that performs environmentally, socially and economically.
	ENVIRONMENTAL POLLUTION A Clean and Healthy City	Imagine a Clean and Healthy City with clean air, water and land, which support a healthy local environment and protects the community from pollution-related health problems.
	LOCAL AND SUSTAINABLE FOOD A City Connected by Food	To create a city connected by food where people have healthy balanced diets, have the ability to grow their own fruit and vegetables, and have access to local and seasonal fresh food which is locally grown and processed.
	LOCAL COMMUNITY AND CULTURE A Liveable City	Imagine a Liveable City with a healthy and thriving community, where its members enjoy optimal health in an environment that actively promotes productive, rewarding and socially inclusive lives.
	LOCAL BUSINESS AND ECONOMY A City of Opportunity	Imagine a city where people of all ages and backgrounds can reach their potential, gain the skills and education they need for success, and be part of a prosperous economy where all trade, manufacturing and business actively flourish.

Source: Greater Dandenong Draft Sustainability Strategy

2.1.2 Community Context

The City of Greater Dandenong is the most culturally diverse municipality within Victoria. It also has the lowest average weekly income in Metropolitan Melbourne at \$395 per person per week. The below tables provide a snapshot on the diversity of the local community within the City of Greater Dandenong.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Languages spoken at home:

34%	English	11%	Vietnamese	4.5%	Khmer
3.5%	Cantonese	3%	Punjabi	3%	Greek
2.5%	Sinhalese	2.5%	Mandarin	2.2%	Arabic

Greater Dandenong residents' countries of birth:

38%	Australia	9%	Vietnam	7%	India
2%	Afghanistan	4%	Sri Lanka	4%	Cambodia
2.5%	China	1.6%	New Zealand		

Source: Business Prospectus – City of Opportunity

Council places a strong emphasis on engaging with the local community to ensure it takes into account their wants and needs. The following priorities, as identified by the community, have been captured in the *Imagine 2030 Community Plan*.

COMMUNITY PRIORITIES – Imagine 2030 Community Plan		
TOP PRIORITIES	SECTOR PRIORITIES	SECONDARY PRIORITIES
<ul style="list-style-type: none"> - Livelihood – Employment, business opportunities and pathways to each. - Travel and transport – Local travel choices and travel to outside Greater Dandenong. - Feeling and being safe - Safety in streets and public places, and improving perceptions of safety. - Education and information – Pathways to jobs, information for personal and community wellbeing, and for literacy. - Friendly and helpful people. 	<ul style="list-style-type: none"> - Multicultural groups added “respect and inclusion”, “pride in the city” and “affordable homes”. - Indigenous consultation raised “respect and inclusion” and “pathways to jobs” as of primary concern. - Young people added “reaching one’s potential” and “outdoor activity and sports”. - Business and industry added “respect and inclusion” and “care for the environment” 	<ul style="list-style-type: none"> - Pride in the city. - Cultural diversity as a strength - Connections between communities. - Outdoor activity and sports.

Source: Imagine 2030 Community Plan

2.1.3 Economic Context

The business sector in Greater Dandenong is an important part of the municipality and adds significant value to not only the local, but the broader Victorian and Australian economy.

Some of the key sectors operating in Greater Dandenong are tabled below:

Greater Dandenong top six industries by employment:

30%	Manufacturing	11%	Wholesale Trade
9%	Retail Trade	9%	Health Care and Social Assistance
6%	Education and Training	7%	Transport, Postal and Warehousing

Source: Business Prospectus – City of Opportunity

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Detailed statistical information and economic analysis about important facets of the Greater Dandenong economy is sourced from the following four publications - *Our Economy, Our People, Our Place, Our Workers*.

Economic Profile Snapshots - Key Figures

Manufacturing	Wholesale trade	Construction
Output: \$15.5 billion Jobs: 22,853 Value add: \$3 billion Local spend: \$4.4 billion Businesses: Over 1400	Output: \$2.6 billion Jobs: 8032 Value add: \$1.3 billion Local spend: \$770 million	Output: \$1.6 billion Jobs: 3853 Local spend: \$793 million
Rental, hire and real estate	Education	Health and Social
Output: \$1.5 billion Value add: \$947 million Businesses: Almost 1100	Output: \$500 million Jobs: 4412 Value add: \$354 million	Output: \$750 million Jobs: 6802 Value add: \$535 million

Source: greaterdandenong.com/document/26003/greater-dandenong-economic-profiles

2.2 Local Policy

In examining Greater Dandenong policy documents it is clear that a number of significant consultations have taken place with the community and stakeholders since the *2005 Feasibility Study* was prepared.

Outlined below are current guiding principles and themes that underlie current Policy documents.

IMAGINE 2030 COMMUNITY PLAN		
PEOPLE	PLACE	OPPORTUNITY
COUNCIL PLAN 2013-2017		
A healthy, active and safe community A city that celebrates its diversity with pride	An environmentally sustainable city A city planned for the future	A thriving and resilient economy A proactive council that listens and leads

Source: Council Plan + Imagine 2030 Community Plan

2.2.1 Council Plan 2013-17

Updated in 2016, the *Council Plan 2013 -2017* summarises the outcomes of community consultation and demonstrates community priorities.

"Council Plan 2013 -2017: The Corporate Planning framework for the City of Greater Dandenong is guided by the Imagine 2030 Community Plan which provides the overarching Strategic direction for Council and the community for the long term."

Theme	Imagine 2030 Community Plan Summary
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4.3.2 Community Environment Centre - Implementation Report (Cont.)

PEOPLE	Pride Cultural Diversity Outdoor Activity and Sports Lifecycle and Social Support	Best Place Best People Model Multicultural Community Recreation for Everyone The Generations Supported
PLACE	Sense of Place Safety in Streets and Places Appearance of Places Travel and Transport	One City Many Neighbourhoods Feeling and Being Safe Places and Buildings Easy to get around
OPPORTUNITY	Education Learning and Information Jobs and Business Opportunities Central Dandenong Leadership by the Council	Knowledge Prosperous and Affordable Regional Capital Dandenong The Leading Council

Source: Council Plan 2013-2017

2.2.2 Community Wellbeing Plan 2013-17

The *Community Wellbeing Plan 2013-17* reinforces the interconnection between Council’s key themes.

Goal of Community Wellbeing Plan

“Together with the City of Greater Dandenong Council Plan 2013-2017, which focuses on creating a safe and healthy community, the CWP seeks health and wellbeing improvements over four years.”

Community Wellbeing Plan (CWP)

Council Plan 2013-17 Theme	CWP Priority	CWP Objective
PEOPLE	Collaborative Health and Wellbeing Planning	<ol style="list-style-type: none"> 1. Improved local health and wellbeing results are achieved through a coordinated and strategic health planning approach. 2. Opportunities are found to integrate the aims of the Healthy Together Greater Dandenong Initiatives within Council and the wider community.
	Physical Activity, Leisure and Recreation	<ol style="list-style-type: none"> 1. Facilities and programs are provided which help increase participation in sport, leisure and the arts. 2. More participation in physical activity results from providing adequate, good quality parks and open spaces. 3. ‘Active transport’ (walking, cycling and public transport) is encouraged throughout Greater Dandenong.
PLACE	Safer Communities	<ol style="list-style-type: none"> 1. The Community is made safer through well-planned and designed built and natural environments. 2. Actual safety is improved and residents feel safer because effective community safety initiatives are implemented. 3. Residents, especially women and children, are safer at home due to measures aimed at preventing the causes of family violence.
OPPORTUNITY	Education, Employment and Lifelong	<ol style="list-style-type: none"> 1. Expanded educational and employment opportunities lead to improved results for children and young people. 2. Local business sector thrives and more jobs are available in the City due

4.3.2 Community Environment Centre - Implementation Report (Cont.)

	Learning	to support from Council and stakeholders. 3. Opportunities are created for lifelong learning through libraries, neighbourhood houses and the arts and cultural sector.
	Building Healthy and Sustainable Communities	1. More residents adopt healthy lifestyles as a result of active encouragement to do so in workplaces, schools, early childhood services and sports clubs. 2. Resources are provided that encourage participation. 3. Conditions are created that improve the living standard of residents, who feel more included in the community. 4. Initiatives are undertaken to promote social inclusion for all members of the community. 5. The Council and its partners respond to climate change and its effects upon health.

Source: Community Wellbeing Plan 2013-17

Drawing together the priorities and objectives of the themes of *Council Plan 2013-2017* and the relevant themes of the *Sustainability Strategy 2016-30* has resulted in a clear alignment between the themes of both strategic frameworks and they support each other.

2.2.3 Business Prospectus – City of Opportunity

Appearing consistently in policy documents are reference to economic development, jobs and business opportunities as well as skills and training. The community and social links to economic development are manifest through engagement with the cultural diversity of CGD.

"The City of Greater Dandenong optimises the migrant success story embracing new residents seeking opportunity and driven by ambition. This multilingual community provides an inviting and culturally rich setting to invest, work and relax. The food offer is also hard to resist!"

Source: Business Prospectus – City of Opportunity

A robust and multifaceted economy

"Greater Dandenong's state-of-the-art industrial estates and central Dandenong, Springvale and Noble Park activity centres provide the foundation for a diverse and rapidly expanding economy."

Source: Business Prospectus – City of Opportunity

2.2.4 Economic Development Strategy – Achieving Greater Dandenong's Potential

The City of Greater Dandenong has a clear vision for economic development underpinned by a diverse community, state of the art manufacturing and provision of skills and training.

Achieving Greater Dandenong's Potential

A Local Economic and Employment Development Strategy for our City – Vision:

"Greater Dandenong will be a place where people of all ages and backgrounds can reach their potential, gain the skills and education they need for success in life, and be part of a prosperous economy where all trade, manufacturing and business activity flourishes."

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Source: Achieving Greater Dandenong's Potential

2.3 Current Programs

There are extensive Community support programs running in the City of Greater Dandenong.

Since the *Feasibility Study 2005* some of the needs identified may have already been implemented by Council through other initiatives. One example of note is the establishment of Community Gardens and Community Hubs.

The integration of sustainability into the education sector through such programs as Sustainable Schools and a number of regional tertiary environmental education centres like PICAC and KIOSC also demonstrate that on a regional level some initiatives have already been implemented.

There is a need to continue to integrate sustainability into community education strategies connecting **Local community and culture, Local business and economy and Transport and movement.**

Listed below are a number of programs focussing on sustainability outcomes.

Programs

- Australian Vietnamese Women's Association Inc. - Sustainable Living
- Australian Youth Climate Coalition - Switched On Schools Greater Dandenong
- South Eastern Melbourne Vietnamese Assoc'n Council - Clean Up Australia
- Urban Food Garden Project
- Family Sustainability Festival
- Noble Park Community Centre - various programs
- Springvale Learning and Activities Centre - various programs
- Dandenong Neighbourhood House - various programs
- Sustainability Awards
- Greater Dandenong Environment Group
- Alex Wilkie Nature Reserve volunteers
- Friends of Fotheringham Reserve
- Pop-up Park - (Revitalising Central Dandenong)
- Various cultural, religious & ethnic associations

4.3.2 Community Environment Centre - Implementation Report (Cont.)

3. Site Assessment

A detailed assessment on the suitability of a range of potential sites and locations that could be used for a Centre is a central part of this report.

3.1 Site Assessment Methodology

The report has assessed a range of sites and ranked them using the assessment methodology and criteria outlined below. Sites listed in the 2005 Feasibility Study were included in the assessment.

The site assessment criteria and methodology has been reviewed and updated since the 2005 Feasibility Study to reflect the following factors:

- *The original sites reviewed in the 2005 Feasibility Study were identified via focus groups back in 2004;*
- *Council has established masterplans for several of the original sites identified in the 2005 – these masterplans may have an impact the feasibility of establishing an Environment Centre;*
- *The site assessment needed to take into account the various Centre Building Options that expanded on the permanent purpose-built options looked at in the 2005 Feasibility Study;*
- *In addition to the site listed in the 2005 Feasibility Study, potential new sites have been identified by the project team, after consultation with key Council staff and internal stakeholders;*
- *Council's approach to sustainability place an emphasis on a coordinated and integrated approach to the delivery of programs and projects.*

To preclude further analysis of sites where there was no reasonable possibility for a Centre to be established, some basic eligibility criteria were used. A few basic guiding principles were used to help filter in or out potential sites:

- Either located in or neighbouring the City of Greater Dandenong; and
- Council had access as an authority, joint authority or partner

A number of sites from the original feasibility study have been included and reassessed using the updated themes. Additional sites have been added based on needs analysis and stakeholder consultation. Sites typologies vary but sites have broadly been categorised as "Sites" or "Precincts".

3.2 Site Assessment Criteria

The weighting criteria for the assessment of sites has taken into account that:

- A variety of site sizes and typologies have been chosen;
- Permanent or temporary development models for proposed Centre may effect site desirability

It is notable that the 2005 Feasibility Study site assessment criteria considered each site's suitability as it applied to only one model for a Centre, i.e. a permanent, purpose-built centre. The updated site assessment, in response to current needs analysis, explores site suitability for a number of centre models. To achieve this, several criteria within the matrix score sites on their preliminary suitability for a range of centre models (see criteria descriptions outlined in the table below at 4.2). By combining model-driven criteria with criteria which are applicable to the suitability of any centre for a given site, it was determined that the overall matrix and site scores would provide the basis for assessing suitability for:

- One of the development models for a Centre, or;
- A range of different models for a Centre.

3.2.1 Basic Eligibility

Basic eligibility criteria were used to determine whether the site was deemed eligible, including:

- Close to public transport;

4.3.2 Community Environment Centre - Implementation Report (Cont.)

- Council had access as an authority, joint authority, owner or partner;
- Able to accommodate outdoor temporary or permanent exhibition space;
- Operated by a potential partner organisation;
- Able to accommodate new buildings or had existing buildings;
- Consistent with requirements of site selection criteria

A number of sites from the original feasibility study have been included and reassessed using the updated themes. Additional sites have been added based on needs analysis and stakeholder consultation. Sites typologies vary but sites have broadly been categorised as:

- S – Sites
- P – Precincts
- L - Locations outside CGD

3.2.2 Criteria Reference Materials

In establishing assessment criteria the following tools and reference materials have been used:

- Sustainability Strategy 2016-2030
- Walking Strategy, including Crowdspot data and Shared Path data
- Eastlink Region Bike Trail Brochure
- City of Greater Dandenong Smart Travel Guide
- City of Greater Dandenong Planning Overlays
- Green Wedge Strategy
- Walkscore (walkscore.com/methodology.shtml)
- Site and precinct specific masterplans and strategies.

3.2.2.1 Criteria and Weighting

The themes used to establish the criteria in the *2005 Feasibility Study* have been updated with themes consistent with the *Greater Dandenong Sustainability Strategy 2015-2030*.

Weighting of the criteria relates to the applicability of the criteria to the needs analysis shown in Section 2. While all sustainability themes are of importance to any project, the needs analysis shows that the themes most directly aligned with the development of a Centre in Greater Dandenong are **Local community and culture, Local business and economy** and **Transport and movement**.

The site criteria relates only to the suitability of a site or precinct to achieve the aims of a potential Centre. The building program, technical and sustainability criteria for proposed development models are to be assessed separately on a case by case basis.

Refer to the site assessment matrix table below for details of criteria and weighting.

3.2.2.2 List of Sites Assessed

See below list of sites assessed.

Sites

- S1 Dandenong Park
- S2 Ross Reserve
- S3 Robert Booth Reserve
- S4 Tatterson Park
- S5 Greaves Reserve

4.3.2 Community Environment Centre - Implementation Report (Cont.)

- S6 Dandenong Market
- S7 Metro 3175
- S8 Dandenong Wetlands & Dandenong Basketball Association
- S9 Spring Valley Park

Precincts

- P1 Revitalising Central Dandenong
- P2 Springvale Civic Precinct
- P3 Keysborough South Community Hub
- P4 LOGIS Industrial Estate
- P5 Springvale Activity Centre
- P6 Noble Park Activity Centre

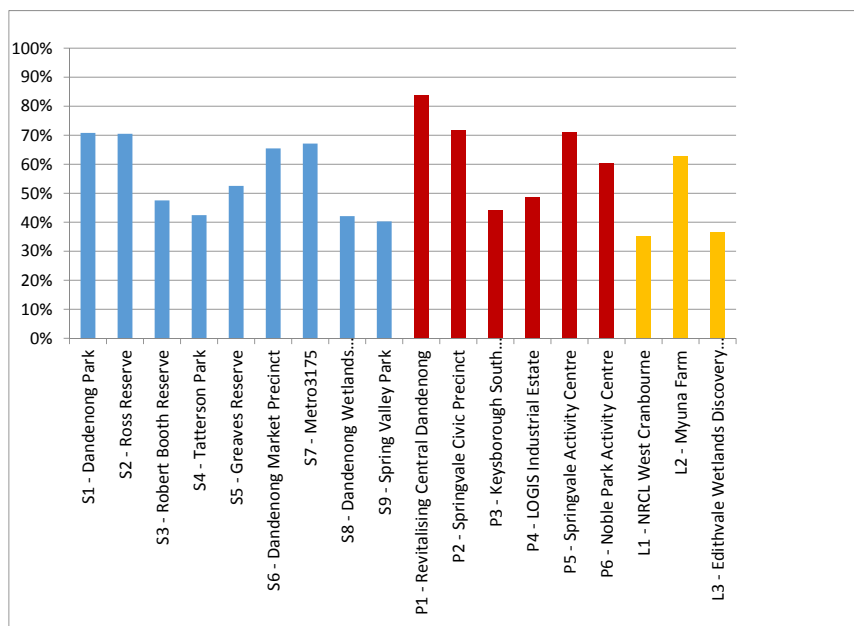
Locations outside CGD

- L1 NRCL West Cranbourne
- L2 Myuna Farm
- L3 Edithvale Wetlands Discovery Centre

4.3.2 Community Environment Centre - Implementation Report (Cont.)

3.2.2.3 Sites Assessment Summary of Results

Overall Scores



3.2.2.4 Site Assessment Summary

This assessment indicates that from a locational and accessibility perspective, the more viable locations are within Central Dandenong precinct with a score of 84% followed by the Springvale Civic Precinct 72%, Dandenong Park 71%, the Springvale Activity Centre 71% and Ross Reserve 70%. However, there are a number of site constraints associated with these locations, in particular, adopted masterplans and lack of space for a permanent building.



Further opportunities arise when considering facilities and locations within the broader South East Region, but outside of Greater Dandenong, such as Myuna Farm and the Edithvale Wetlands. While these locations may be more difficult to access for the community in Greater Dandenong, they currently provide a diverse range of sustainability and educational offerings..

Refer to attached Appendix items for information about site location, assessment matrix and a detailed description of each site or precinct:

- Appendix 1 - Location Map
- Appendix 2 – Site Assessment Matrix
- Appendix 5 – Sites Assessed (detailed description)


4.3.2 Community Environment Centre - Implementation Report (Cont.)

3.2.2.5 Sites Assessment Criteria Weighting Table

Sustainability Theme Weighting	Sustainability Theme Description	Criteria Weight	Criteria Name	Score	Criteria Methodology
25% 	LOCAL COMMUNITY AND CULTURE Imagine a Liveable City with a healthy and thriving community, where its members enjoy optimal health in an environment that actively promotes productive, rewarding and socially inclusive lives.	8.33 %	Walkscore	1	Site / precinct has a walkscore of 49 or less
				3	Site / precinct has a walkscore of 50 to 79
				5	Site / precinct has a walkscore of 80 or higher
		8.33 %	Community Garden Proximity	1	Site / precinct has no existing community garden within 400m
				3	Site / precinct has an existing community garden within 400m
				5	Site / precinct has an existing community garden on site
		8.33 %	Community / Environment / Sustainability Related Events	1	Site / precinct has no potential to host community / environment / sustainability related events
				3	Site / precinct has preliminary potential to host community / environment / sustainability related events
				5	Site / precinct currently hosts known community / environment / sustainability related events
25% 	LOCAL BUSINESS AND ECONOMY Imagine a city where people of all ages and backgrounds can reach their potential, gain the skills and education they need for success, and be part of a prosperous economy where all trade, manufacturing and business actively flourish.	8.33 %	Walkscore	1	Site / precinct has a walkscore of 49 or less
				3	Site / precinct has a walkscore of 50 to 79
				5	Site / precinct has a walkscore of 80 or higher
		8.33 %	Current Masterplanning Potential – Private Sector Presence	1	Site / precinct has no current masterplan or current masterplan incorporates no private sector presence
				3	Site / precinct masterplan incorporates medium to low private sector presence (one or two business within specific sectors)
				5	Site / precinct masterplan incorporates high private sector presence (many businesses within multiple sectors)
		8.33 %	Activity Centre Proximity	1	Site / precinct is not within 800m of one of the following Activity Centres: Central Dandenong, South Dandenong Industrial Precinct, Noble Park Activity Centre, Springvale Activity Centre
				3	Site / precinct is within 800m of one of the following Activity Centres: Central Dandenong, South Dandenong Industrial Precinct, Noble Park Activity Centre, Springvale Activity Centre
				5	Site / precinct is within 400m of one of the following Activity Centres: Central Dandenong, South Dandenong Industrial Precinct, Noble Park Activity Centre, Springvale Activity Centre



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4.3.2 Community Environment Centre - Implementation Report (Cont.)

Sustainability Theme Weighting	Sustainability Theme Description	Criteria Weight	Criteria Name	Score	Criteria Methodology
25% 	TRANSPORT AND MOVEMENT Imagine a Well Connected City that is easy, safe and affordable to walk and cycle around, is well connected to public transport and has a clear hierarchy for the effective movement of vehicles.	3.13%	Walkscore	1	Site / precinct has a walkscore of 49 or less
				3	Site / precinct has a walkscore of 50 to 79
				5	Site / precinct has a walkscore of 80 or higher
		3.13%	Crowdspot Green Flag (Greater Dandenong Walking Strategy 2015-23)	1	Site / precinct has no green flag
				3	Site / precinct has a green flag close by
				5	Site / precinct has a green flag
		3.13%	Crowdspot Red Flag (Greater Dandenong Walking Strategy 2015-23)	1	Site / precinct has a red flag
				3	Site / precinct has a red flag close by
				5	Site / precinct has no red flag
		3.13%	Crowdspot Response / Rank (Greater Dandenong Walking Strategy 2015-23)	1	Site / precinct has no Crowdspot survey response
				3	Site / precinct has a Crowdspot survey response
				5	Site / precinct is ranked within the top 10 Crowdspot survey responses
		3.13%	Shared Path Proximity / Density (Greater Dandenong Walking Strategy 2015-23)	1	Site / precinct has no shared path trails abutting or running through it
				3	Site / precinct has at least one shared path trail abutting or running through it
				5	Site / precinct has more than one shared path trail running through the it
		3.13%	Access to regional bike trails	1	Site / precinct has no regional bike trail abutting or running through it
				3	Site / precinct is abutting a regional bike trail
				5	Site / precinct has a regional bike trail running through it
3.13%	Proximity to Train Station (Smart Travel Guide)	1	Site / precinct is not within 800m of a train station		
		3	Site / precinct is within 800m of a train station		
		5	Site / precinct is within 400m of a train station		
3.13%	Proximity to Bus Routes	1	Site / precinct is connected to 1 bus route or no bus routes		
		3	Site / precinct is connected to 2-4 bus routes		
		5	Site / precinct is connected to 5 or more bus routes		



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4.3.2 Community Environment Centre - Implementation Report (Cont.)




Sustainability Theme Weighting	Sustainability Theme Description	Criteria Weight	Criteria Name	Score	Criteria Methodology
10% 	<p>BUILDINGS AND PLACES Imagine a City that's been planned, designed and built to accommodate the community's future needs, a city that's been created to reflect a sense of place that's unique to the community, a city that performs environmentally, socially and economically.</p>	2.00 %	Development Plan Overlay (DPO)	1	Site / precinct has no DPO
				3	Site / precinct consists of a large area which is partially covered by a DPO
				5	Site / precinct covered by a DPO
		2.00 %	Current Master planning Potential – Permanent Centre Models	1	Site / precinct has no current masterplan or master planning shows no potential to accommodate a permanent centre model
				3	-
		2.00 %	Current Master planning Potential – Temporary Centre Models	5	Site / precinct master planning shows preliminary potential to accommodate a permanent centre model
				1	Site / precinct has no current masterplan or master planning shows no potential to accommodate a temporary centre model
		2.00 %	Existing Building Potential – Permanent Centre Models	3	-
				5	Site / precinct master planning shows preliminary potential to accommodate a temporary centre model
		2.00 %	Existing Building Potential – Temporary Centre Models	1	Site / precinct has no existing buildings or existing buildings show no potential to accommodate a permanent centre model
				3	-
		2.00 %	Existing Building Potential – Permanent Centre Models	5	Site / precinct existing building(s) show preliminary potential to accommodate a permanent centre model
1	Site / precinct existing building(s) (if any) show no potential to accommodate a temporary centre model				
2.00 %	Existing Building Potential – Temporary Centre Models	3	-		
		5	Site / precinct existing building(s) (if any) show preliminary potential to accommodate a temporary centre model		
5% 	<p>OPEN SPACE AND BIODIVERSITY Imagine a Greener City that places a value on its natural assets, protects existing levels of biodiversity and works hard to enhance biodiversity levels for the future.</p>	1.67%	Environmental Audit Overlay (EAO)	1	Site / precinct has no EAO
				3	Site / precinct consists of a large area which is partially covered by EAO
				5	Site / precinct covered by EAO
		1.67%	Within or Abutting Green wedge	1	Site / Precinct is not within and not abutting the Green Wedge
				3	-
		1.67%	Natural Environment / Parkland	5	Site / precinct is within or abutting the Green Wedge
				1	Site / precinct contains no natural environment or parkland
		1.67%	Natural Environment / Parkland	3	Site / precinct broader area contains natural environment and / or parkland (as well as other non-natural areas)
				5	Site / precinct area contains natural environment and / or parkland

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4.3.2 Community Environment Centre - Implementation Report (Cont.)

Sustainability Theme Weighting	Sustainability Theme Description	Criteria Weight	Criteria Name	Score	Criteria Methodology
5% 	WATER AND STORMWATER Imagine a city where water is managed efficiently and effectively to: provide a secure source of clean drinking water; reduce flood risk and damage; ensure healthy waterways; as well as support healthy local parks and environments.	2.50%	Land Subject to Inundation Overlay (LSIO)	1	Site / precinct abuts, is partially or wholly covered by LSIO
				3	Site / precinct consists of a large area which abuts or is partially covered by LSIO
				5	Site / precinct does not abut and is not covered by LSIO
		2.50%	Water Course / Water Feature	1	Site / precinct does not contain or abut a water course or water feature
				3	Site / precinct consists of a larger area with water courses or features present in isolated areas
				5	Site / precinct contains or abuts a watercourse or water feature
5% 	LOCAL AND SUSTAINABLE FOOD Imagine a city connected by food where people have healthy balanced diets, have the ability to grow their own fruit and vegetables, and have access to local and seasonal fresh food which is locally grown and processed.	1.67%	Urban Agriculture and Associated Community Programs Potential	1	Site / precinct shows no potential to accommodate urban agriculture and associated community programs
				3	Site / precinct shows preliminary potential to accommodate urban agriculture and associated community programs
				5	Site / precinct has existing community garden and associated community programs
		1.67%	Food Processing and Associated Community Programs Potential	1	Site / precinct shows no potential to accommodate food processing infrastructure and associated community programs
				3	Site / precinct shows preliminary potential to accommodate food processing infrastructure and associated community programs
				5	Site / precinct has existing food processing infrastructure and potential to accommodate associated community programs
		1.67%	Food Retail and Associated Community Programs Potential	1	Site / precinct shows no potential to accommodate food retail infrastructure and associated community programs
				3	Site / precinct shows preliminary potential to accommodate food retail infrastructure and associated community programs
				5	Site / precinct has existing food retail infrastructure and potential to accommodate associated community programs

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Sustainability Theme Weighting	Sustainability Theme Description	Criteria Weight	Criteria Name	Score	Criteria Methodology
N/A	 <p>WASTE AND RESOURCES Imagine a Waste Wise City with clean public places where resources are used efficiently, resulting in lower costs, less waste and a healthy local environment.</p>				This theme relates to the program, technical or sustainability aspects of a centre and is therefore not site-specific. These aspects are addressed as part of the Centre Development Models in Section 7.
N/A	 <p>ENVIRONMENTAL POLLUTION Imagine a Clean and Healthy City with clean air, water and land, which support a healthy local environment and protects the community from pollution-related health problems.</p>				This theme relates to the program, technical or sustainability aspects of a centre and is therefore not site-specific. These aspects are addressed as part of the Centre Development Models in Section 7.
N/A	 <p>CLIMATE AND ENERGY Imagine a Low Carbon City that is run from renewable energy, has a minimal carbon footprint, causes minimal damage to the planet and is affordable, attractive, liveable and sustainable.</p>				This theme relates to the program, technical or sustainability aspects of a centre and is therefore not site-specific. These aspects are addressed as part of the Centre Development Models in Section 7.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

4. Organisational Partners

The successful development of a *Centre* will result from a strategic alliance between Greater Dandenong and an appropriate organisational partner. The *2005 Feasibility Study* explored this through its Scenario Analysis.

The needs analysis of this report and Council policy documents identifies the broad themes of *Sustainability, Community & Culture* and *Economic Development* as key drivers in determining the development model for a new *Centre*. Forming a strategic alliance with an organisational partner with goals in one or all of these theme areas would be a positive step towards creating a development model for a new *Centre*.

Outlined below are a variety of organisations including community based, local government, and institutional, private, state and federal government.

4.1 Community and Social Organisations

▪ South East Community Links	secl.org.au
▪ Southern Migrant Resource Centre	smrc.org.au
▪ AMES Australia	ames.net.au
▪ Asylum Seeker Resource Centre	asrc.org.au
▪ Mission Australia	missionaustralia.com.au
▪ Yooralla	yooralla.com.au
▪ Enliven	enliven.org.au
▪ Springvale Neighbourhood House	snh.org.au
▪ AceWaste	acewaste.com.au
▪ SECCCA	www.seccca.org.au
▪ NRCL	nrcl.org.au
▪ Myuna Farm	casey.vic.gov.au
▪ CERES	ceres.org.au
▪ MEFL	mefl.com.au

4.2 Industry Organisations

▪ Committee for Dandenong	committeefordandenong.com.au
▪ Greater Dandenong Chamber of Commerce	greaterdandenongchamber.com.au
▪ South East Melbourne Innovation Precinct	semip.org.au
▪ South East Melbourne Manufacturing Alliance	semma.com.au
▪ Southern Melbourne RDA	rdv.vic.gov.au
▪ South East Business Networks	greaterdandenong.com

4.3 Government Organisations

4.3.1 Federal

- Dept. of Employment, Education and Workplace Relations

4.3.2 State

- Department of Human Services - Neighbourhood House Coordination Program.
- Department of Justice
- Community Development Support Fund

4.3.2 Community Environment Centre - Implementation Report (Cont.)

4.3.3 City of Greater Dandenong Programs, Centres, Events & Groups

- Greater Dandenong Youth Services
- Drum Theatre
- Urban Food Garden Project
- Family Sustainability Festival
- Sustainability Awards
- Greater Dandenong Environment Group
- Alex Wilkie Nature Reserve volunteers
- Friends of Fotheringham Reserve
- Pop-up Park - (Revitalising Central Dandenong)
- Noble Park Community Centre
- Springvale Learning and Activities Centre
- Dandenong Neighbourhood House
- Various cultural, religious & ethnic associations

4.3.4 Community, Gardening & Permaculture Groups

- Greenlink Sandbelt nursery, Clayton South
- Springvale Gardeners Club, Springvale Hall
- Friends of Braeside Park
- Greater Southeastern Permaculture Group
- Southeastern Permaculture Group
- Noble Park Community Centre Garden Club

4.3.5 Sustainability Education - School education programs

- Environment education school program
- Waste education schools program
- Waterwatch program
- Frog watch program
- Harry Habitat

4.3.6 Environmental Sustainability Events

- Green Living Workshop (Noble Park Community Centre)
- Tree Planting (Alex Wilkie, Tirhatuan Park)
- Environmental awareness day at Fotheringham Reserve
- Follow your waste tours
- Waste and recycling workshops

4.3.2 Community Environment Centre - Implementation Report (Cont.)

5. Sustainability and Technical Feasibility

5.1 Sustainability Feasibility

The City of Greater Dandenong Council has adopted the *Dandenong Sustainability Strategy - Towards an environmentally sustainable city 2015–2030*. This document presents a vision for Greater Dandenong to be one of the most sustainable cities in Australia by 2030. This document outlines the 10 One Planet Living principles as a guiding framework to guide Council strategy.

"The 2030 Sustainability Strategy is a key document for the City of Greater Dandenong that will be used to inform decisions, shape plans and undertake activities that help realise its vision for a sustainable future."

"The community's views and ideas were sought through an engagement process that involved a wide variety of engagement techniques."

"Feedback from the consultation process has been incorporated into the development of this strategy through its themes, goals objectives and targets."

"The Draft 2030 Sustainability Strategy provides a strategic framework that will help Council integrate sustainability into its operations, its projects, its programs and its services, at both a corporate and community level."

Source: Greater Dandenong Sustainability Strategy

The *Imagine 2030 Community Plan*, the *2013-2017 Council Plan*, the *Greater Dandenong Sustainability Strategy* and the various strategies, plans and policies are all underpinned by the 10 key sustainability principles.

IMAGINE 2030 - COUNCIL PLAN - SUSTAINABILITY STRATEGY

5.2 Sustainability Development

Once a site has been selected for the development of a new *Centre*, and as a project design brief is being prepared, the 10 principles of the *Greater Dandenong Sustainability Strategy* will be applied with rigour. The integration for sustainability measures into the built form and operational policies of any *Centre* should take a holistic and site specific approach.

The *Greater Dandenong Sustainability Strategy* vision outlined below summarises the key principles to be addressed when developing a new *Centre*.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Greater Dandenong Sustainability Strategy - Towards an environmentally sustainable city 2015–2030

OUR VISION: The City of Greater Dandenong is one of the most sustainable cities in Australia by 2030		
	OPEN SPACE AND BIODIVERSITY A Greener City	Imagine a Greener City that places a value on its natural assets, protects existing levels of biodiversity and works hard to enhance biodiversity levels for the future.
	WATER AND STORMWATER A Water Sensitive City	Imagine a city where water is managed efficiently and effectively to: provide a secure source of clean drinking water; reduce flood risk and damage; ensure healthy waterways; as well as support healthy local parks and environments.
	WASTE AND RESOURCES A Waste Wise City	Imagine a Waste Wise City with clean public places where resources are used efficiently, resulting in lower costs, less waste and a healthy local environment.
	TRANSPORT AND MOVEMENT A Well Connected City	Imagine a Well Connected City that is easy, safe and affordable to walk and cycle around, is well connected to public transport and has a clear hierarchy for the effective movement of vehicles.
	CLIMATE AND ENERGY A Low Carbon City	Imagine a Low Carbon City that is run from renewable energy, has a minimal carbon footprint, causes minimal damage to the planet and is affordable, attractive, liveable and sustainable.
	BUILDINGS AND PLACES A City Planned for the Future	Imagine a City that's been planned, designed and built to accommodate the community's future needs, a city that's been created to reflect a sense of place that's unique to the community, a city that performs environmentally, socially and economically.
	ENVIRONMENTAL POLLUTION A Clean and Healthy City	Imagine a Clean and Healthy City with clean air, water and land, which support a healthy local environment and protects the community from pollution-related health problems.
	LOCAL AND SUSTAINABLE FOOD A City Connected by Food	To create a city connected by food where people have healthy balanced diets, have the ability to grow their own fruit and vegetables, and have access to local and seasonal fresh food which is locally grown and processed.
	LOCAL COMMUNITY AND CULTURE A Liveable City	Imagine a Liveable City with a healthy and thriving community, where its members enjoy optimal health in an environment that actively promotes productive, rewarding and socially inclusive lives.
	LOCAL BUSINESS AND ECONOMY A City of Opportunity	Imagine a city where people of all ages and backgrounds can reach their potential, gain the skills and education they need for success, and be part of a prosperous economy where all trade, manufacturing and business actively flourish.

Source: Greater Dandenong Sustainability Strategy

5.3 Technical Feasibility

5.3.1 Technical Recommendations

Current best practice and innovative approaches to sustainable design of a *Centre* will be developed and implemented once a site has been selected. A specific project design brief will be prepared to suit the chosen development model on the chosen site.

The *2005 Feasibility Study* is a valuable resource which may be used to guide brief preparation and provides a checklist of considerations to be addressed for any new *Centre* development.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Implementing a holistic approach as described in the *Greater Dandenong Sustainability Strategy* will ensure that appropriate technical outcomes are achieved to suit a particular site and building programme.

Refer to *2005 Feasibility Study - Section 5 Technical Feasibility* for technical design and construction guidelines.

5.3.2 Centre Examples

A number of local and international projects have been identified which could be used as case studies for any future development of a *Centre* project. These projects vary in scale

5.3.2.1 Expo and popup style projects

- | | |
|---|--|
| • BRE Innovation Park, Watford, UK | ipark.bre.co.uk |
| • Solar Decathlon 2017 – Denver, Colorado, USA | solardecathlon.gov |
| • International Building Exhibition - IBA Hamburg 2013, Germany | iba-hamburg.de |
| • RETRO EXPO 2013 – London, UK | retro-expo.co.uk |

5.3.2.2 Building projects

- | | |
|--|--|
| • Australian Technology Park – Sydney, NSW | atp.com.au |
| • Omega Centre for Sustainable Living - Rhinebeck, New York, USA | eomega.org |
| • Brock Environmental Centre – Virginia Beach Virginia, USA | cbf.org |
| • KIOSC Trade Training Centre – Wantirna, VIC | kiosc.vic.edu.au |
| • PICAC, Brunswick East, VIC | picac.vic.edu.au |
| • Centre for Alternative Technology (CAT) – Wales, UK | cat.org.uk |
| • Eden Project – Cornwall, UK | edenproject.com |
| • CERES Community Environment Park, Brunswick East, VIC | ceres.org.au |
| • Mildura Eco Living Centre (Eco Village), Mildura, VIC | mildura.vic.gov.au |
| • Craik Sustainable Living Project & EcoCentre, Canada | craikecovillage.com |
| • Griffith University EcoCentre – Brisbane, QLD | |
| • 6oL Green Building Partnership – Carlton, VIC | |

4.3.2 Community Environment Centre - Implementation Report (Cont.)

6. Scenario Analysis

The 2005 *Feasibility Study* presented a number of scenarios for development of a new Centre. These included:

Scenario 1 – Project Partnership with representation from many sectors

Scenario 2 – Community and Industry driven Centre development

Scenario 3 – Council driven Centre development

Scenario 4 – No Centre development

The details of how these scenarios were to be implemented can be found in 2005 *Feasibility Study - Section 7*. These development scenarios were based on a specific model for the Centre, with specific technical and functional briefing requirements. The 2005 *Feasibility Study* scenario analysis focussed on the role of organisational leadership in establishing a new Centre.

The leadership scenarios of the previous report still remain relevant and should be explored further by Council.

6.1 Partnership Centre

The 2005 *Feasibility Study* described this scenario as:

A project partnership can be formed to drive project development, with representation from Centre stakeholders such as regional industry, businesses, the educational sector, State Government and philanthropy, as well as Council and community groups.

Funding for the project is expected to come from many project partners, with contributions reflective of stakeholder benefit. Further benefits of the strategic partnerships may result in other areas of activity in the CGD region, other than ongoing involvement in and support of the Centre.

Council could develop a strategic alliance with a project development partner to formulate a development plan to suit the goals of the partner organisation, Council and stakeholders. Council could lead this process by investing time to explore possible partnership opportunities with compatible organisations. Council could explore the idea of partnership development model for a Centre addressing needs relating to Sustainability, Community and Economic Development within the Council's strategic policy framework themes of *People, Place and Opportunity* as described in *Imagine 2030 Community Plan and Council Plan 2013-2017*

6.2 Community & Industry Led Centre

The 2005 *Feasibility Study* described this scenario as:

Council commits to Community assistance in project development but with a 'hands-off' approach. Interested community and environmental groups, schools, Swinburne, local business and industry form an affiliation and voluntarily undertake to develop a proposal for the Centre that directly meets their needs. CGD staff or Council representatives may undertake stewardship and coordination of this project reference group. This guidance may include a community education program on the technologies available for inclusion in the proposed Centre.

The benefits of the Community-driven Centre development are that the project proceeds at little cost to Council and establishes a 'market' for the Centre through Community ownership of the process. Base funding may be provided on the

4.3.2 Community Environment Centre - Implementation Report (Cont.)

understanding that the Community steering group is able to generate sufficient funds to achieve their desired project outcome.

This scenario may also test and support the Community need for a Centre through more temporary options of a mobile Unit or a shopfront.

This desktop study has not revealed any Community or Industry organisation striving to lead the development of a Centre. There is a Community desire for a Centre to be developed as shown in the 2015 Council Report. Council could play a role in fostering Community and Industry leadership by providing support for ideas and visions that come from Community & Industry members.

6.3 Council Led Centre

The 2005 Feasibility Study described this scenario as:

The development of the Centre may have the added justification of incorporating other Council objectives, i.e. the function of the Centre may include more cultural and social elements. In this scenario, achieving the objectives of the project is clearly more important to Council as a whole, although the Centre serves many purposes for the Community. Planning and development is driven by Council officers with some input from the CGD Community. Council provides the majority of project funding, with project partners attracted to supply external funding.

This desktop study has not revealed any evidence that Council plans to lead or fund the development of a Centre in the City of Greater Dandenong. It is apparent that there would be support for Council leading the development of a Centre if the development model addressed needs relating to Sustainability, Community and Economic Development within the Council's strategic policy framework themes of *People, Place and Opportunity* as shown in *Imagine 2030 Community Plan* and *Council Plan 2013-2017*

6.4 No Centre

The 2005 Feasibility Study described this scenario as:

This situation is monitored over time to determine any change and need for an appropriate response.

The development model for a Centre may be temporary or relocatable with no need for physical infrastructure. This option would allow Council to lead in developing small scale exhibition or temporary installation of a Centre to demonstrate sustainability practices appropriate to the context of the City of Greater Dandenong.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

7. Centre Development Models

Four development models are described to demonstrate the variety of possibilities available for the development of a new *Centre*. These varying scales of development could be incorporated into Council or organisation partner facilities, sites, master plans, precincts, programs or existing buildings.

The development models are categorised as:

- Permanent new facility
- Pop-up temporary building
- Permanent facility within an existing building
- Portable exhibition & display (including online hub facility)

The development models present distinctly different functional and programmatic scenarios, each capable of implementing the aims of a new *Centre*.

7.1 New Building

Model 1

New purpose built permanent centre located on CGD or partner organisation land

Details:

- The facility would be established on land owned by CGD or partner organisation and land provided at no cost or long term peppercorn lease
- Buildings & facilities would be a new construction on greenfield/brownfield site
- The facilities could include:
 - Multipurpose hall or display centre: 225 sq.m
 - Entry & reception 25 sq.m
 - Classroom & display: 50 sq.m
 - Community kitchen: 25 sq.m
 - Dining room: 25 sq.m
 - Offices: 50 sq.m
 - Circulation & break-out: 50 sq.m
 - Outdoor covered area: 150 sq.m
 - Garden & landscaping 250 sq.m
 - Parking & deliveries 150 sq.m
- Conventional project procurement model with a range of associated consultants & project management
- The staff required to run the centre may include:
 - Operations, program & education 2 staff full time
 - Reception & communications 1 staff part time
- Physical signage & interpretation material to be developed and installed on site by staff
- Social enterprises (cafe/green building advisory/training centre etc) could be co-located with profits going to Centre
- Facilities could be hired out for an income

Comments:

Sites with vacant land suitable for this development may include Robert Booth Reserve or Dandenong Wetlands however the wetlands site has challenges regarding flood levels. A partner organisation in Central Dandenong or Springvale Activity Centre may be willing to accommodate a new centre on their land. New development strategies such as NRCL West Cranbourne may be able to incorporate a new centre in their future planning. Leadership scenario most applicable to this model is an organisational partnership model. Partner organisations may be institutional, state or federal government or private. Cost implications of this scenario are high.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

7.2 Temporary Building

Model 2A

Temporary pop-up or relocatable building on CGD or partner organisation land

Details:

- a. A small relocatable building could be procured through donation or loan from building company, developer or a surplus CGD temporary building repurposed for temporary pop-up event
- b. There are no land acquisition or leasing costs as this is a temporary building located on land owned by CGD or other organisation
- c. Cost of relocating and establishing the temporary building for a short pop up event will involve temporary services connections, accessibility requirements & signage
- d. Staff office facilities to be incorporated into CGD or partner organisation existing office facilities
- e. One part time staff to procure building, develop exhibition, run tours & coordinate program
- f. Pop up event could run alongside an established festival or event run by CGD or partner organisation
- g. Permits and signage could be managed internally by CGD
- h. Micro enterprise (coffee stall/green building advisory etc) could be co-located with profits going to Centre

Comments:

Sites with land suitable for this model may include Dandenong Park or Ross Reserve. Council or a partner organisation in Central Dandenong, Springvale Activity Centre or Noble Park Activity Centre may be willing to accommodate a temporary centre on their land. A rotating program to locations such as Dandenong Market, LOGIS Industrial Estate & Keysborough South Hub may be applicable. Leadership scenarios most applicable to this model could include Council led or organisational partnership model. Partner organisations may be institutional, state or federal government or private. Council or a partner organisation may be able to offer land on a temporary basis for interim use. Cost implications of this scenario are medium-low.

Model 2B

Semi-permanent location for rotating pop-up or relocatable building on CGD or partner organisation land

Details:

- a. A small relocatable building could be procured through donation or loan from building company, developer or a surplus CGD temporary building repurposed for semi-permanent location
- b. This could also be a rotating pop-up exhibition with a range of buildings used through the year
- c. There are no land acquisition or leasing costs as this is a temporary building located on land owned by CGD or other organisation
- d. Cost of relocating and establishing the temporary building for a short pop up event will involve temporary services connections, accessibility requirements & signage
- e. Staff office facilities to be incorporated into CGD or partner organisation existing office facilities
- f. One part time staff to procure building, develop exhibition, run tours & coordinate program
- g. Permits and signage could be managed internally by CGD
- h. Micro enterprise (coffee stall/green building advisory etc.) could be co-located with profits going to Centre

Comments:

Sites with land suitable for this model may include Dandenong Park or Ross Reserve. Council or a partner organisation in Central Dandenong, Springvale Activity Centre or Noble Park Activity Centre may be willing to accommodate a temporary centre on their land. A rotating program to locations such as Dandenong Market, LOGIS Industrial Estate & Keysborough South Hub may be applicable. Leadership scenarios most applicable to this model could include Council led or organisational partnership model. Partner organisations may be institutional, state or federal government or private. Council or a partner organisation may be able to offer land on a temporary basis for interim use. Cost implications of this scenario are medium-low.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

7.3 Existing Building

Model 3

Purpose built permanent centre located within existing CGD building or co-located in conjunction with CGD or compatible partner organisation

Details:

- a. The facility would be established in an existing building owned by CGD or partner organisation and the base building is provided at no cost
- b. A broad description of the facilities that would be required to be accommodated would include:
 - Multipurpose hall or display centre: 225 sq.m
 - Entry & reception 25 sq.m
 - Classroom & display: 50 sq.m
 - Community kitchen: 25 sq.m
 - Dining room: 25 sq.m
 - Offices: 50 sq.m
 - Circulation & break-out: 50 sq.m
 - Outdoor covered area: 150 sq.m
 - Garden & landscaping 250 sq.m
 - Parking & deliveries 150 sq.m
- c. Conventional project procurement with range of associate consultants & project management
- d. The staff required to run the centre may include:
 - Operations, program & education 2 staff full time
 - Reception & communications 1 staff part time
- e. Physical signage & interpretation material to be developed on site by staff
- f. Permits and signage could be managed internally by CGD
- g. Social enterprises (cafe/green building advisory/training centre etc) could be co-located with profits going to Centre
- h. Facilities could be hired out for an income

Comments:

Precincts with buildings suitable for this development may include Central Dandenong, Springvale Activity Centre or Noble Park Activity Centre. Council or a partner organisation may be willing to accommodate a new centre within existing buildings. Leadership scenarios most applicable to this model could include Council led or organisational partnership model. Partner organisations may be institutional, state or federal government or private. Cost implications of this scenario are medium-high.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

7.4 No Building

Model 4 A

Temporary exhibition incorporated into existing CGD or partner organisation program of events and festivals

Details:

- a. There are no land acquisition or leasing costs as this is an exhibition or expo scheduled to coincide with an event or festival event run by CGD or other organisation
- b. Staff is a part time role added to an existing CGD project officer role
- c. Office facilities are provided as part of CGD or partner organisation existing office facilities
- d. Small income may be achieved through offering paid program of events on the day of exhibition and sale of goods at festival

Comments:

Sites with land suitable for this model may include Dandenong Park or Ross Reserve. Council or a partner organisation in Central Dandenong, Springvale Activity Centre or Noble Park Activity Centre may be willing to accommodate an exhibition on their land or within existing buildings. A rotating exhibition to locations such as Dandenong Market, LOGIS Industrial Estate & Keysborough South Hub may be applicable. Leadership scenarios most applicable to this model could include Council led, community led or organisational partnership model. Partner organisations may be institutional, state or federal government or private. Council or a partner organisation may be able to offer land on a temporary basis for interim use. Cost implications of this scenario are low.

Model 4B

Permanent exhibition incorporated into existing CGD or partner organisation building or facility

Details:

- a. There are no land acquisition or leasing costs as this is a permanent exhibition located in a building or on land owned CGD or other organisation
- b. Staff is a part time role added to an existing CGD project officer role
- c. Office facilities are provided as part of CGD or partner organisation existing office facilities
- d. Small income may be achieved through offering paid program of training & events through the year and possibly online sale of goods

Comments:

Sites with land suitable for this model may include Dandenong Park or Ross Reserve. Council or a partner organisation in Central Dandenong, Springvale Activity Centre or Noble Park Activity Centre may be willing to accommodate an exhibition on their land or within existing buildings. Leadership scenarios most applicable to this model could include Council led, community led or organisational partnership model. Partner organisations may be institutional, state or federal government or private. Council or a partner organisation may be able to offer land on a temporary basis for interim use. Cost implications of this scenario are low.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

8. Financial Feasibility

Each of the development models present distinctly different financial scenarios. These scenarios are detailed below.

The financial scenarios are purely for feasibility purposes as they only make reference to very broad cost parameters.

8.1 New Building

Model 1 – cost summary	
New purpose built permanent centre located on CGD or partner organisation land	
Capital costs	
Land	\$0
Buildings (500 sq.m @ \$3,000 / sq.m)	\$1,500,000
Kitchen fitout	\$87,500
Office & reception fitout	\$67,500
Site works & car parking	\$125,000
Landscaping	\$187,500
Consultants & project management	\$195,000
Signage & interpretive displays	\$87,500
Contingency (10%)	\$250,000
	Total: \$2,500,000
Operational costs (per annum)	
Staff (say 2 full time)	\$200,000
Web & social media & marketing & exhibition rotation	\$25,000
Utilities & maintenance	\$50,000
	Total: \$275,000
Income (per annum)	
Income from sales & information/training program & tours	\$37,500
Profit from social enterprise (say 5% of \$1,000,000 turnover)	\$50,000
Income from facilities hire	\$37,500
	Total: \$125,000

4.3.2 Community Environment Centre - Implementation Report (Cont.)

8.2 Temporary Building

Model 2A – cost summary

Temporary pop-up or relocatable building on CGD or partner organisation land	
Capital costs	
Relocate temporary building	\$10,000
Service connections & accessibility & signage	\$20,000
Exhibition & interpretive display	\$20,000
Total:	\$50,000
Operational costs (per annum)	
Staff (say 1 full time person)	\$100,000
Web & social media & marketing	\$25,000
Total:	\$125,000
Income (per annum)	
Income from sales & information/training program & tours	\$12,500
Profit from micro social enterprise (say 5% of \$250,000 turnover)	\$12,500
Total:	\$25,000

Model 2B – cost summary

Semi-permanent location for rotating pop-up or relocatable building on CGD or partner organisation land	
Capital costs	
Relocate temporary building	\$10,000
Service connections, accessibility & signage	\$20,000
Exhibition & interpretive display	\$20,000
Total:	\$50,000
Operational costs (per annum)	
Staff (say 1 full time person)	\$100,000
Web & social media & marketing & exhibition rotation	\$25,000
Total:	\$125,000
Income (per annum)	
Income from sales & information/training program & tours	\$12,500
Profit from micro social enterprise (say 5% of \$100,000 turnover)	\$12,500
Total:	\$25,000

4.3.2 Community Environment Centre - Implementation Report (Cont.)

8.3 Existing Building

Model 3	
Purpose built permanent centre located within existing CGD building or co-located in conjunction with CGD or compatible partner organisation	
Capital costs	
Land & base building	\$0
Improvements to existing buildings (500 sq.m @ \$750 / sq.m)	\$375,000
Kitchen fitout	\$75,000
Office & reception fitout	\$50,000
Site works & car parking	\$75,000
Landscaping	\$150,000
Consultants & project management	\$97,500
Signage & interpretive displays	\$55,000
Contingency (10%)	\$97,500
	Total: \$975,000
Operational costs (per annum)	
Staff (say 2 full time people)	\$200,000
Web & social media & marketing & exhibition rotation	\$25,000
Utilities & maintenance	\$50,000
	Total: \$275,000
Income (per annum)	
Income from sales & information/training program & tours	\$37,500
Profit from social enterprise (say 5% of \$1,000,000 turnover)	\$50,000
Income from facilities hire	\$37,500
	Total: \$125,000

4.3.2 Community Environment Centre - Implementation Report (Cont.)

8.4 No Building

Model 4 A – cost summary	
Temporary exhibition incorporated into existing CGD or partner organisation program of events and festivals	
Capital costs	
Exhibition & interpretive display	\$25,000
Total:	\$25,000
Operational costs (per annum)	
Staff (say 1 person 2.5 days per week)	\$50,000
Web & social media, marketing & exhibition rotation	\$25,000
Total:	\$75,000
Income (per annum)	
No sales activity or venue hire or NGO income	\$0
Total:	\$0

Model 4B – cost summary	
Permanent exhibition incorporated into existing CGD or partner organisation building or facility	
Capital costs	
Exhibition & interpretive display	\$10,000
Total:	\$10,000
Operational costs (per annum)	
Staff (say 1 person 2.5 days per week)	\$50,000
Web & social media, marketing & exhibition rotation	\$25,000
Total:	\$75,000
Income (per annum)	
No sales activity or venue hire or NGO income	\$0
Total:	\$0

4.3.2 Community Environment Centre - Implementation Report (Cont.)

8.5 Funding Options

The funding options detailed in the 2005 *Feasibility Study* remain relevant.

A range of options exists for funding the construction, operation and maintenance of a Community Environment Centre. Options used in the similar projects studied included:

- Full funding by a local government;
- Funding by a partnership of an educational institution and community organisations;
- Funding by a partnership of local government and State government and educational institutions;
- Funding by a partnership of local government, State government and philanthropic organisations, with support from local businesses;
- Private sector sponsorship;
- 'Green' Loans from the private sector;
- Grant funding and loans for environmental projects from the local government Association;
- State and federal government grants; and
- Donations from the community.

The funding requirements will be determined by the development model that is selected, along with strategic funding goals and potential income streams.

8.6 Overall Feasibility Assessment

8.6.1 Needs Analysis

Within the City of Greater Dandenong there is a need to support sustainable strategic development for community benefit in these key areas of *Sustainability, Community and Culture and Economic Development*. There is a need to continue to prioritise the integration of sustainability into community education strategies connecting these key areas.

This could be achieved by the establishment of a *Centre* or facility which seeks to address these needs.

The findings of the 2005 *Feasibility Study* in Section 2 remain broadly relevant.

The focus groups suggested that the essential elements of a Centre should be:

- A place for the provision of education and advice, as well as the sharing of information, about the local environment and sustainability;
- An inviting meeting place that supports recreation and social exchange;
- Close proximity to public transport for accessibility;
- Close proximity to the natural environment;
- Inclusive of all cultures and especially youth – where environmental education is most needed;
- Satisfying the need for community venues;
- Providing a level of self-sufficiency through venue hire or a café; and
- Promoting a sense of belonging and community ownership.

Source: 2005 Feasibility Study - Section 2

Since the 2005 *Feasibility Study* some of the needs identified at that time have been implemented via council and community programs. The establishment of Community Gardens, Community Hubs and the transport strategies are some examples.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

The integration of sustainability into the education sector through such programs as Sustainable Schools and a number of regional tertiary environmental education centres like PICAC and KIOSC also demonstrate that on a regional level some initiatives are being implemented.

Nevertheless there still remains a role for a *Centre* to connect and disseminate information and advice.

8.6.2 Site Assessment

The sites assessed have varying strengths and weaknesses depending on the development model applied or partner organisation involved in establishing the *Centre*. With reference to the development models presented in this report the sites and locations most favourable include:

New building:	Robert Booth Reserve, Dandenong Wetlands, Central Dandenong, Springvale Activity Centre, NRCL West Cranbourne
Temporary building:	Dandenong Park, Ross Reserve, Central Dandenong, Springvale Activity Centre, Noble Park Activity Centre, Dandenong Market, LOGIS Industrial Estate, Keysborough South Hub
Existing building:	Central Dandenong, Springvale Activity Centre, Noble Park Activity Centre.
No building:	Dandenong Park, Ross Reserve, Central Dandenong, Springvale Activity Centre, Noble Park Activity Centre, Dandenong Market, LOGIS Industrial Estate, Keysborough South Hub

8.6.3 Organisational Partners

The development model for a *Centre* can be tailored to suit a partnership model with a suitable partner organisation to run the *Centre* facility or program. Once Greater Dandenong has determined the financial commitment available from Council then this can be used as the basis of discussions with potential organisational partners. The suitability of potential organisational partners may be determined by a variety of factors including: community need, service delivery model, available funding, alignment of mission, available land or buildings and compatibility with need analysis.

8.6.4 Scenario Analysis

Council has the opportunity to play a unique leadership role in the establishment of a *Centre*. Development models shown in this report offer a variety of opportunities for Council to provide input with a variety of possible financial commitments. Council could contribute land to a partner organisation or fund a staff member to run a series of events on Council land. Alternatively Council could develop a strategic partnership with government or industry organisation and seek funding to establish a new centre or co-develop within an existing facility.

Council could lead this process by investing time to explore possible partnership opportunities with compatible organisations.

8.6.5 Centre Options

The method for development and running a *Centre* facility will depend on the contributing factors of: development model, organisational partner, program offering, financial structure, location. Options include being co-located within an already established organisation, partnering with an established organisation. The scenario and project models outlined in this report offer a number of options for identifying compatible alliances.

Four models of development of a new centre have been presented in this report. These models range in capital and operational cost with varying requirement for physical infrastructure from no physical infrastructure to a large scale capital investment.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

8.6.6 Financial Feasibility

Capital and operational costs required to undertake a *Centre* project will ultimately depend on the project partner organisation, program of the project, available funding and appropriate site. Amongst the variety of possible models presented in this report there is scope to match partner with site and budget in order to deliver a program or develop a *Centre* to achieve the goals of Council.

Revenue streams for a new *Centre* will need to be balanced, robust, flexible and diverse. A combination of funding sources such as: initial start-up or seed funding, grant or philanthropic funding to maintain currency, and profit from social enterprises such as education & training, foodservice outlet, fee for service or other enterprise to underwrite overheads and administrative costs.

8.6.7 Overall Feasibility Summary

The feasibility of a new *Centre* in the City of Greater Dandenong will be determined by considering the key factors which simultaneously impact on the viability of this project, including:

- Council strategic direction & needs analysis
- Centre leadership model
- Project partner organisation
- Centre development model options
- Site & precinct assessment
- Funding model

It is feasible for Council to invest a small operational budget to establish a temporary exhibition designed to fulfil the aims of a *Centre* in Greater Dandenong. This seed funding would be the first step in assessing the appropriate balance of key factors required to establish a permanent *Centre*.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

9. Key Findings and Recommendations

9.1 Key Findings

The review of the 2005 *Feasibility Study* found that there remains a need for community engagement on environmental and sustainability issues within Greater Dandenong. The establishment of a *Centre* or program would address the needs of the community and help...

'to lead a shared understanding of sustainability, transforming the lives of individuals and the capacity of industry and communities, within the Greater Dandenong region and beyond.'

In the time since 2005 Council has developed and strengthened policy which is underpinned by community engagement and needs relating to sustainability, community, culture and economic development. Many programs exist to the benefit of these needs however there is no dedicated or coordinated approach to bringing together or linking the wide variety of programs taking place in the City of Greater Dandenong.

Council has a vision, shared by both residents and businesses within the local community, that: *The City of Greater Dandenong is one of the most sustainable cities in Australia by 2030.*

The sites assessed and models investigated all have a level of applicability to the establishment of a *Centre*.

9.2 Recommendations

There is a substantial financial commitment associated with establishing a new dedicated Community Environment Centre. Council has indicated that it is not able to fund the capital and operational costs to develop such a *Centre*. Therefore it is recommended not to proceed with the establishment of a *Centre* via the construction of a new, dedicated and permanent building on a newly purchased parcel of land. The 2016 *Feasibility Report* has identified, and subsequently recommends that Council further investigates non-permanent or temporary options as they would be less cost prohibitive and with minimal financial risk. These options are based around a business model that does not rely on ongoing long-term operational funding or substantial capital funding, it also is not immediately reliant on external income streams to maintain its viability.

To minimise financial risk, the approach taken by Council should be based on the following findings:

- Be aligned with current Council plans and strategies – such as the Community Wellbeing Plan;
- Be supportive of current Council programs – such as those run by the South East Business Network;
- Be located at a preferred site with a score of 70% or greater – such as Central Dandenong;
- Be temporary (pop-up) – so it has the ability to test the viability, locational requirements and provide diversity in the provision of sustainability offerings to the region; and
- Be delivered in partnership with community service providers, industry, state and federal government.

If the Council for the City of Greater Dandenong Council decides to further progress its investigations, the key recommendations to consider include:

Recommendation 1: Council should investigate the potential partnership opportunities associated with an existing Community Environment Centre such as Myuna Farm or Edithvale Wetlands.

Recommendation 2: If the findings from Recommendation 1 demonstrate that there are no opportunities to partner with an existing Community Environment Centre, Council should consult and gauge the level of interest from community service providers, educational institutions, industry, state and federal government, in partnering on a pop-up building that delivers on the core principles of a Community Environment Centre.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

Recommendation 3: If the findings from Recommendation 2 indicate that there is significant interest from broader potential partners, Council should consider using existing Council land or buildings to test the viability of a pop-up Community Environment Centre.

Recommendation 4: If Council decides to proceed with the findings in Recommendation 3, Council should consult with land owners and developers to identify suitable and available land for a pop-up Community Environment Centre.

Recommendation 5: If suitable land or a building is identified as part of proceeding with Recommendation 4, Council should consider investing a small amount to support the implementation of an exhibition to further test the demand for a pop-up Community Environment Centre.

Recommendation 6: If the findings of Recommendation 5 demonstrate that there is demand, budget should be allocated and a cross Council team formed, including Festival & Events, South East Business Network, Media & Communications and Planning & Design, to establish, promote and maximise the use of a pop-up Community Environment Centre.

4.3.2 Community Environment Centre - Implementation Report (Cont.)

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4.3.2 Community Environment Centre - Implementation Report (Cont.)

Accompanying Documents

Appendix 1 – Site location map

Appendix 2 – Site selection matrix

Appendix 3 – 2005 Feasibility Study

Feasibility Study into Establishing a Community Environment Centre in the City of Greater Dandenong Project Report October 2005 Julian Donlen National Centre for Sustainability

Appendix 4 – 2015 Council Report

City of Greater Dandenong Council Report - Establishment of Community Environment Centre - Dec 2015 – Edward Cotter

Appendix 5 – Sites Assessed

Detailed description of each Site Assessed including strengths & weaknesses, location and site score

References

Feasibility Study into Establishing a Community Environment Centre in the City of Greater Dandenong Project Report October 2005 Julian Donlen National Centre for Sustainability

City of Greater Dandenong Council Report - Establishment of Community Environment Centre - Dec 2015 – Edward Cotter

Council Plan 2013-17 – Revised 2016 - City of Greater Dandenong

IMAGINE 2030 - COMMUNITY PLAN – Published July 2010

COMMUNITY WELLBEING PLAN for the City of Greater Dandenong 2013-17 -SUMMARY

City of Greater Dandenong State of the Environment Report 2014-15

Greater Dandenong Sustainability Strategy – Towards an environmentally sustainable city 2015–2030

Achieving Greater Dandenong's Potential – A Local Economic and Employment Development Strategy for our City

City of Greater Dandenong Business Prospectus – City of Opportunity

Walkscore: <https://www.walkscore.com/methodology.shtml>

Acknowledgements

The following CGD staff are acknowledged for their assistance in the preparation of this report.

Edward Cotter – Team Leader Sustainability

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Mark Doubleday - Director Community Services

Sandra George - South East Business Network Manager

Kevin van Boxtel – Manager Activity Centres Revitalisation

Craig Cinquegrana - Manager City Projects and Asset Improvement

Dr Matthew Parnell – Swinburne University Centre for Design Innovation – Course Director and Senior Lecturer - Design Management + Strategy, Innovation Researcher

4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 28 October 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 October 2019.

Recommendation Summary

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

4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 28 October 2019 (Cont.)

Matters Presented for Discussion

Item		Councillor 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) Open space land purchases (CONFIDENTIAL). Cr Dark disclosed a conflict of interest in this item and left the meeting during discussion.b) Strategic land purchase in Dandenong (CONFIDENTIAL). Cr Dark disclosed a conflict of interest in this item and left the meeting during discussion.c) Meetings held with State and Federal governments regarding “City Deals” and the forward program for 2020.d) Recent media coverage in local papers regarding central Dandenong developments.e) Agenda items for the Council Meeting of 28 October 2019.	28 October 2019

Apologies

- Nil.

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 that was declared confidential in Item 1 (a) & (b) by the Chief Executive Officer under Sections 77 and 89 of the *Local Government Act 1989* remain confidential until further advisement unless that information forms the subject of a subsequent Council report.

4.3.4 List of Registered Correspondence to Mayor and Councillors

File Id:	qA283304
Responsible Officer:	Director Corporate Services
Attachments:	Correspondence Received 4-15 November 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 4-15 November 2019.

Recommendation

That the listed items provided in Attachment 1 for the period 4-15 November 2019 be received and noted.

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

OTHER

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

ATTACHMENT 1

**CORRESPONDENCE RECEIVED
4-15 NOVEMBER 2019**

PAGES 3 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.4 List of Registered Correspondence to Mayor and Councillors (Cont.)**Correspondences addressed to the Mayor and Councillors received between 04/11/19 & 15/11/19 - for officer action - total = 8**

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
A request for updated W Turner Reserve Masterplans from Silvertown Primary School.	11-Nov-19	12-Nov-19	FA182325	Mayor & Councillors EA
A request for students from Shanghai Shangde International School to visit Greater Dandenong in February 2020.	13-Nov-19	13-Nov-19	FA182410	Mayor & Councillors EA
Request from a Dandenong Market customer for Council to provide alternative solutions when discontinuing the use of plastic bags at the Market.	02-Nov-19	04-Nov-19	FA181893	Completed
A complaint regarding unsightly premises and noise at a property in Grace Street, Springvale.	02-Nov-19	04-Nov-19	FA181894	Completed
Some suggestions from an Oakleigh resident on how to make Greater Dandenong better.	04-Nov-19	06-Nov-19	FA181962	Completed
A thank you to the Mayor for attending a reception in celebration of the 108th National Day of the Republic of China (Taiwan) on 9 October 2019.	16-Oct-19	08-Nov-19	FA182185	Completed
Complaint about the location of the trolley fixtures in relation to the disabled parking areas at Eumerrring Shopping Centre (City of Casey).	11-Nov-19	12-Nov-19	FA182321	Completed
A request for a review of a parking infringement received by an Endeavour Hills resident.	06-Nov-19	08-Nov-19	FA182168	CPDA Executive

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

ORDINARY COUNCIL MEETING - AGENDA

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



Correspondences addressed to the Mayor and Councillors received between 04/11/19 & 15/11/19 - for information only - total = 5

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
An objection to a proposed development in MacPherson Street, Dandenong.	29-Oct-19	04-Nov-19	A6194070	Mayor & Councillors EA
A thankyou to Council for holding the annual Walk Against Family Violence and a request to acknowledge all victims (not just women) X 2.	12-Nov-19	12-Nov-19	A6208183	Mayor & Councillors EA
Advice from the Minister for Planning regarding the referral of a site in Keysborough to the Government Land Advisory Committee to consider whether the application of a new Development Plan Overlay is warranted.	04-Nov-19	12-Nov-19	A6208190	Mayor & Councillors EA
Letter from the Federal Member for Bruce advising of his recent trip to Cambodia and subsequent speech in Parliament.	06-Nov-19	12-Nov-19	A6208198	Mayor & Councillors EA

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

5 NOTICES OF MOTION

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

5.1 Notice of Motion No. 74 - Noble Park Community Centre

File Id:

Responsible Officer:

Director Community Services

Author:

Cr Tim Dark

Preamble

The Noble Park Community Centre has been embroiled in controversy as reported by the local media outlets, as such there have been significant concerns around governance, Financial mismanagement and operations of the centre. This has caused serious detriment to the Council and local community.

Motion

That a report be prepared and referred to Council no later than 23 March 2020, detailing the following:

- 1. current management and governance set ups of the Noble Park Community Centre and a discussion on various alternative management and governance option for that Centre;**
- 2. pros and cons of each management and governance option including a risk assessment of each option;**
- 3. the cost to Council and operational implications of bringing this Centre in house; and**
- 4. arising from this specific assessment, an outline of the scope and issues for consideration that may be applied to other Centres should Council desire to do so in any subsequent assessment.**

6 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.

7 URGENT BUSINESS

No business may be admitted as urgent business unless it:

- a. Relates to or arises out of a matter which has arisen since distribution of the Agenda.
- 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.