



**GREATER
DANDENONG**
City of Opportunity

AGENDA

MONDAY 22 FEBRUARY 2021

COUNCIL MEETING
Commencing at 7:00 PM

Statement - Coronavirus (COVID-19)

At the time of printing this Agenda
the Council Meeting to be held on Monday 22 February 2021 will
be open to the public but will be subject to density quotients.

If we are unable to accommodate you indoors, you will still be able
to watch the webcast live on the Urban Screen in Harmony Square.

To view the webcast and stay informed of the status of Council
Meetings please visit Council's website.

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 was provided prior to the meeting by Imam Ismet Purdic Efendija from the Bosnian Herzegovinian Islamic Mosque, Noble Park, a member of the Greater Dandenong Interfaith Network.

1.4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of Council held 8 February 2021.

Recommendation

That the minutes of the Ordinary Meeting of Council held 8 February 2021 be confirmed.

1.5 DISCLOSURES OF INTEREST

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a material or general interest is now considered to be a conflict of interest. Conflict of Interest legislation is detailed in Division 2 – Conflicts of Interest: sections 126, 127, 128, 129 & 130 of the *Local Government Act 2020*. This legislation can be obtained by contacting the Greater Dandenong Governance Unit on 8571 5216 or by accessing the Victorian Legislation and Parliamentary Documents website at www.legislation.vic.gov.au.

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

- 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 22 February 2021 for signing and sealing as follows:

1. An Instrument of Appointment of Authorised Officer under the provisions of the *Local Government Act 1989*, the *Local Government Act 2020*, the *Environment Protection Act 1970*, the *Infringements Act 2006*, the *Planning and Environment Act 1987*, the *Public Health and Wellbeing Act 2008*, the *Road Management Act 2004*, the *Road Safety Act 1986*, the *Sex Work Act 1994*, the *Subdivisions Act 1988*, the *Summary Offences Act 1966*, 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 is subject to policy and delegations previously adopted by Council:
 - Stewart Mala;
 - Robert Zubic;
2. A letter of recognition to James Hickmott, Corporate Services for 10 years of service to the City of Greater Dandenong;
3. A letter of recognition to Jason Williams, Corporate Services for 20 years of service to the City of Greater Dandenong; and
4. Transfer of lease between Greater Dandenong City Council and The Trading Friend Company Pty Ltd and HTJK Pty Ltd in relation to Retail Shop 6/225 Lonsdale Street, Dandenong.

Recommendation

That the listed documents be signed and sealed.

2.2 DOCUMENTS FOR TABLING

2.2.1 Petitions and Joint Letters

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

Report Summary

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

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

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

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

Note: On occasions, submissions are received that are addressed to Councillors which do not qualify as petitions or joint letters under Council's current Meeting Procedure Local Law. These are also tabled.

2.2.1 Petitions and Joint Letters (Cont.)

Petitions and Joint Letters Tabled

Council received no new petitions and no joint letters prior to the Council Meeting of 22 February 2021.

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.

2.2.1 Petitions and Joint Letters (Cont.)

DOCUMENTS FOR TABLING

PETITIONS AND JOINT LETTERS

ATTACHMENT 1

PETITIONS AND JOINT LETTERS

PAGES 5 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
28/01/21	<p>Request to Remove Gum Trees from Keysborough Residential Areas/ replace with better trees</p> <p>We, the Keysborough residents in Crystal Waters, College Green and other surrounding newly developed areas, have long been suffering from the chaos that makes to our gardens, nature strips, roads and potentially to the drainage system by the Gum Trees the council has planted on our nature strips in Keysborough residential areas. We feel like we live in a jungle as these trees drop leaves 365 days a year and peels off bark every 2-3 months that residents are left to clean up. This situation not only prevents us from keeping tidy and healthy gardens, but also creating more work for all the residents by having to clean up the nature strip and our front yards on a daily basis. From a safety perspective, our young families have also been restricted from letting our children out in the garden without any fear of injuries, as these trees snap branches even for a mild wind.</p> <p>Fallen leaves make a thick rubber like carpet that prevents water from seeping through thus the grass being killed in large areas around these trees and our front yards. On top of our busy schedules and all the other expenses, including quite high council rates, none of us residents have the required time or the money to clean up our front yards regularly due to the continuous mess our gardens and households are subjected to by the gum trees.</p> <p>Whilst we respect and appreciate that this is a native Australian tree, however, due to its nature, we strongly believe that gum trees are more suitable for non-residential areas, hence our humble request is that these trees are replaced with more suitable trees for us residents to maintain a pleasant and happily livable environment; to protect lives from potential accidents and to achieve a win/win outcome for the residents and the council.</p>	31 petitioners as at 10/02/21	Completed	<p>Tabled at Council meeting 8/02/21</p> <p>29/01/21 Director Business, Engineering and Major Projects</p> <p>29/01/21 Sent acknowledgement letter to head petitioner.</p> <p>10/02/21 Response to head petitioner</p> <p>Thank you for your petition to Council requesting the removal gum trees from Keysborough residential areas / replace with better trees. Council acknowledges that some residents may be concerned with leaf litter, bark or other debris which are shed by trees. However, the immense benefits provided by trees are seen to outweigh these negative perceptions. Some of the benefits provided by such trees include providing shade and shelter, improving visual amenity to the landscape, increase property values and providing vital habitat for wildlife. Debris falling from trees is an inevitable factor in the management of the living landscape. Based upon these factors the trees do not meet Council's tree removal criteria and will be retained.</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
14/09/20				<p>The City of Greater Dandenong has a very low tree canopy cover of 9.9%. In accordance with our Urban Tree Strategy, Greening Our City, Council is striving to increase canopy cover to 15% by 2028. To achieve this goal it is imperative that trees of good condition which do not meet tree removal criteria are retained. When selecting suitable street tree species many factors are taken into consideration, including the trees suitability to the site, biological diversity, adaptability to future climate changes, potential to contribute to the landscape and the ability of the tree to survive in the urban environment. Council maintains our street tree population through a two year cyclic pruning program in line with Australian Standards. These standards encourage practices and procedures that reduce the risk of tree defect development, branch failure and premature tree death. Our approach to maintaining street trees ensures trees develop fewer hazardous defects and pose less risk to public safety.</p> <p>If a particular street tree is of concern, please contact our Customer Service Team on 8571 1000. We would be happy to arrange an inspection and advise you of the outcome.</p>

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

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
14/09/20				Further information about the maintenance of our urban forest can be found on Councils website via the following link https://www.greaterdandenong.vic.gov.au/biodiversity-nature-and-wildlife/trees

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

2.2.1 Petitions and Joint Letters (Cont.)

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

2.3 STATUTORY PLANNING APPLICATIONS

2.3.1 Planning Decisions Issued by Planning Minister's Delegate - January 2021

File Id: qA280444
Responsible Officer: Director City Planning Design & 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 January 2021.

Recommendation

That the report be noted.

2.3.2 Planning Delegated Decisions Issued - January 2021

File Id:	qA280
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Planning Delegated Decisions Issued – January 2021

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 January 2021.

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 PLA#, 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 - January 2021 (Cont.)

STATUTORY PLANNING APPLICATIONS

PLANNING DELEGATED DECISIONS ISSUED – JANUARY 2021

ATTACHMENT 1

**PLANNING DELEGATED DECISIONS ISSUED
JANUARY 2021**

PAGES 7 (including cover)

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

2.3.2 Planning Delegated Decisions Issued - January 2021 (Cont.)

City of Greater Dandenong

Planning Delegated Decisions Issued from 01/01/2021 to 31/01/2021

Application ID	Category	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Decision Date	Ward
PLA20/0269	PinAppAmnd	No	533-551 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Centennial Property Group	AMENDMENT TO planning permit PLN18/0278/01, which allows for the subdivision of the land, creation of easements and staged development of the land for a warehouse and service station, advertising signage and alteration of access to a road in a Road Zone Category 1. The amendment seeks to amend the endorsed plans: (parent PLN18/0278)	Amend permit to proposed subdivision, to create 5 developable lots serviced by common property and minor amendments to endorsed architectural plans, including elevations amendments associated with the service station, and minor amendment of the location of the warehouse building	Delegate	AmendPerm	20/01/2021	Dandenong
PLA20/0272	PinAppAmnd	No	1/41 Benge Avenue DANDENONG VIC 3175	Tomic Prostor	AMENDMENT TO: The purpose of constructing four (4) dwellings comprising of three (3) double storey and one (1) single storey to the rear (PLN14/0450)	Amend endorsed plans to reflect what was constructed on the site	Delegate	AmendPerm	28/01/2021	Yarraman
PLA20/0273	PinAppAmnd	No	375 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Pellicano Investments 4 Pty Ltd	AMENDMENT TO: Development of the land for a warehouse and use of the land for a restricted retail premises and to reduce the car parking requirements (PLN18/0728)	Amend permit preamble and conditions relating to changes to the development	Delegate	AmendPerm	15/01/2021	Dandenong
PLA20/0274	PinAppAmnd	No	1/5 Jolly Street DANDENONG VIC 3175	R D Carter & Associates Pty Ltd	AMENDMENT TO: Subdivision x 3 (PLN15/0017)	Amend permit to allow referral to the CFA	Delegate	AmendPerm	15/01/2021	Yarraman
PLA20/0281	PinAppAmnd	No	27 Grace Park Avenue SPRINGVALE VIC 3171	Quan Duy Tran	Amendment to PLN19/0498 issued for the development of the land for two (2) double storey dwellings, to now include additional buildings and works	Amend endorsed plans to reflect reduction in setback, introduction of vertical windows to outer wall, window along outer wall opposite respective internal staircase	Delegate	AmendPerm	22/01/2021	Springvale Central
EANTOS				1					01/02/2021	

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2021 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Decision Date	Ward
PLA20/0284	PlnAppAmd	No	2 Flynn Street SPRINGVALE VIC 3171	Laxstudios	The plans endorsed under Planning Permit PLN17/0567 issued for the 'Development of the land for three (3) double storey dwellings' are proposed to be amended	Amend endorsed plans to reflect minor amendments to facade	Delegate	AmendPerm	27/01/2021	Springvale North
PLA20/0288	PlnAppAmd	No	9 Kleine Street NOBLE PARK VIC 3174	Kostic & Associates Pty Ltd	AMENDMENT TO: Development of the land for one (1) double storey dwelling the side of an existing double storey dwelling (PLN19/0085)	Amend endorsed plans to allow changes to unit 2	Delegate	AmendPerm	22/01/2021	Noble Park
PLA20/0292	PlnAppAmd	No	894-906 Taylors Road DANDENONG SOUTH VIC 3175	Mackay Rubber Industries Pty Ltd c/- Devcon Planning Services Pty Ltd	AMENDMENT TO: Buildings & Works (Industrial Building) (PLN06/0272) (previously known as 200 Abbots Road, Lyndhurst)	Amend permit to allow a new condenser unit, 2 x external storage units, cooling towers to trade wastewater treatment and alter car parking layout	Delegate	AmendPerm	15/01/2021	Dandenong
PLA20/0297	PlnAppAmd	No	82 Vision Street DANDENONG SOUTH VIC 3175	Pellicano Investments 4 Pty Ltd	AMENDMENT TO: The development of the land for a warehouse and a reduction in car parking (PLN18/0548) (Previous address: Part 39 Vision Street, Dandenong South)	Industrial 1 Zone, 8975sqm, extension to current warehouse	Delegate	AmendPerm	27/01/2021	Dandenong
PLA20/0299	PlnAppAmd	No	32-34 Futura Road KEYSBOROUGH VIC 3173	Renovator's Paradise	AMENDMENT TO: to use the yard and to construct buildings and an extension to the existing building. (PLN17/0205)	Amend permit condition 8 to allow changes to operating hours	Applicant	Withdrawn	21/01/2021	Noble Park
PLA20/0305	PlnAppAmd	No	1 Eve Court SPRINGVALE VIC 3171	Ergon Design Studio	AMENDMENT TO: Development of the land for a double storey dwelling to the side of an existing single storey dwelling and alterations to the existing dwelling (PLN17/0420)	Amend endorsed plans to reflect the corrected location of dwellings	Delegate	AmendPerm	12/01/2021	Springvale North
PLA20/0312	PlnAppAmd	No	154-172 Springvale Road SPRINGVALE VIC 3171	BP Springvale Pty Ltd ATF BP Springvale Unit Trust	AMENDMENT TO: for the purpose of constructing a service yard and erection and display of signage	Amend permit preamble to include internally illuminated electronic sign	Delegate	AmendPerm	20/01/2021	Springvale North
EANTOS									01/02/2021	

2.3.2 Planning Delegated Decisions Issued - January 2021 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Decision Date	Ward
PLN09/0409.01	PlnAppAmd	No	109-133 Ordish Road DANDENONG SOUTH VIC 3175	Enex Co Pty Ltd	AMENDMENT TO Planning Permit PLN09/0409, which allows for to develop and use the land for the purpose of an integrated waste treatment facility (materials recycling), together with the display of business identification signage. The amendment seeks to amend the endorsed plans.	Amend endorsed plans reflect what was constructed on the site	Delegate	AmendPerm	14/01/2021	Dandenong
PLN20/0034	PlnApp	No	115 Gladstone Road DANDENONG NORTH VIC 3175	Derek Farrington	Development of the land for four (4) dwellings comprising two (2) existing single storey dwellings and two (2) new double storey dwellings.	General Residential 1 Zone, 905sqm	Delegate	PlanPermit	04/01/2021	Cleeland
PLN20/0160.01	PlnAppAmd	No	44 Healey Road DANDENONG SOUTH VIC 3175	Creative Living Innovations Pty Ltd	This permit application seeks to amend Permit PLN20/0160 pursuant to Section 72 of the Planning and Environment Act 1987 by varying restrictive covenant J049338 on Lot 107 of Plan of Subdivision 120894 to allow for the erection of 2-metre-high fences within 8 metres from the street boundary of the land	The proposal fails to satisfy the decision guidelines of Clause 65.01	Delegate	Refusal	21/01/2021	Dandenong
PLN20/0162	PlnApp	No	Parkmore Shop X02 2X/317-321 Cheltenham Road KEYSBOROUGH VIC 3173	GPT Funds Management Limited	Development of the land for a Bottle Shop, display of internally illuminated signage and alteration of access to a Road Zone Category 1	No response to further information request	Delegate	Lapsed	08/01/2021	Keysborough
PLN20/0196	PlnApp	No	26 Hilton Street DANDENONG VIC 3175	Asadullah Hosaini	Change of Use (Motor Vehicle Sales)	Industrial 1 Zone	Delegate	PlanPermit	13/01/2021	Dandenong
PLN20/0238	PlnApp	No	404 Springvale Road SPRINGVALE VIC 3171	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into fourteen (14) lots SPEAR	No response to further information request	Delegate	Lapsed	14/01/2021	Springvale Central
PLN20/0263	PlnApp	No	23 Leonard Avenue NOBLE PARK VIC 3174	Palmerino Infantino	Development of the land for six (6) double storey dwellings	General Residential 3 Zone, 947sqm	Delegate	PlanPermit	15/01/2021	Noble Park
EANTOS									01/02/2021	
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2.3.2 Planning Delegated Decisions Issued - January 2021 (Cont.)

Application ID	Category	VicsSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Decision Date	Ward
PLN20/0269	PlnApp	No	124 Noble Street NOBLE PARK VIC 3174	Thiru Kathir	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	14/01/2021	Springvale South
PLN20/0326	PlnApp	No	13 Burden Street SPRINGVALE VIC 3171	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into two (2) lots SPEAR	No response to further information request	Delegate	Lapsed	28/01/2021	Springvale North
PLN20/0333	PlnApp	No	15-29 Coomera Road SPRINGVALE SOUTH VIC 3172	Parocision Grant and Associates Pty Ltd	Staged subdivision and creation of reserves	Residential	Delegate	PlanPermit	06/01/2021	Keysborough
PLN20/0339	PlnApp	No	First Floor Office 1106 Essex Street DANDENONG VIC 3175	One Living Church International Inc	Use of the land for a Place of Worship and reduction in the car parking requirements DECLARED AREA	Comprehensive Development 2 Zone, 20 patrons	Delegate	PlanPermit	27/01/2021	Dandenong
PLN20/0371	PlnApp	No	33 Menzies Avenue DANDENONG NORTH VIC 3175	Brazel Haley Maggs Architects	Development of the land for two (2) single-storey dwellings	General Residential 1 Zone, 557sqm	Delegate	PlanPermit	19/01/2021	Clelland
PLN20/0375	PlnApp	No	106 James Street DANDENONG VIC 3175	Brazel Haley Maggs Architects	Development of the land for two (2) single-storey dwellings	General Residential 1 Zone, 710sqm	Delegate	PlanPermit	20/01/2021	Clelland
PLN20/0381	PlnApp	No	1 Gardiner Avenue DANDENONG NORTH VIC 3175	Strak-Line Builders & Drafters Pty Ltd	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 641sqm	Delegate	PlanPermit	28/01/2021	Noble Park North
PLN20/0400	PlnApp	No	57 Liege Avenue NOBLE PARK VIC 3174	Strak-Line Builders & Drafters Pty Ltd	Development of the land for two (2) double storey dwellings and one (1) single storey dwelling	General Residential 1 Zone, 709sqm	Delegate	PlanPermit	29/01/2021	Yarraman
PLN20/0413	PlnApp	No	90-92 Clarke Road SPRINGVALE SOUTH VIC 3172	Kenneth Stanley Fairweather	Buildings and Works comprising alterations to an existing dwelling	No response to further information request	Delegate	Lapsed	19/01/2021	Springvale South
PLN20/0425	PlnApp	No	16 Flynn Street SPRINGVALE VIC 3171	ARB Design	Development of one (1) single storey dwelling to the rear of an existing single storey dwelling	General Residential 1 Zone, 723sqm	Delegate	PlanPermit	14/01/2021	Springvale North
PLN20/0427	PlnApp	No	378-380 Hammond Road DANDENONG SOUTH VIC 3175	Change Of Plan	Buildings and Works (Warehouse) and associated use and signage	Industrial 2 Zone, 1988sqm, construction of use of warehouse, business identification signage	Delegate	PlanPermit	15/01/2021	Dandenong
EANTOS									01/02/2021	

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2021 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Decision Date	Ward
PLN20/0442	PlnApp	No	10 Bungalow Court DANDENONG SOUTH VIC 3175	FBJ Insulated Panel Systems Pty Ltd	The development of the land for a shed and boiler room	Industrial 1 Zone, 5465sqm, construction of shed and extension to existing storage and boiler room	Delegate	PlanPermit	15/01/2021	Dandenong
PLN20/0447	PlnApp/Vic	Yes	16 Charles Street DANDENONG VIC 3175	B. R. Smith Surveyors	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	22/01/2021	Cleeland
PLN20/0451	PlnApp	No	15 Hopetoun Street DANDENONG VIC 3175	M J Reddie Surveys Pty Ltd	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	27/01/2021	Yarraman
PLN20/0459	PlnApp	No	88 Orkish Road DANDENONG SOUTH VIC 3175	Cleanaway Pty Ltd	Construction of a building and works to an existing industry facility (transfer station) and a reduction of the number of car parking spaces required under Clause 52.06-5.	No response to further information request	Delegate	Lapsed	08/01/2021	Dandenong
PLN20/0479	PlnApp	No	189 Bangholme Road BANGHOLME VIC 3175	Dale Grant Building Design & Documentation Pty Ltd	Development of the land for a warehouse building with a reduction of the car parking requirement	Industrial 3 Zone, 4479sqm, warehouse and reduction in car parking requirements	Delegate	PlanPermit	25/01/2021	Keysborough South
PLN20/0489	PlnApp	No	576 Frankston Dandenong Road BANGHOLME VIC 3175	Bean 2 Long	Use and development of the land for a take away food premises, to display signage and to alter access to a Road Zone Category 1 road	Green Wedge Zone, mobile coffee van	Applicant	Withdrawn	12/01/2021	Keysborough South
PLN20/0495	PlnApp	No	45 Walker Street DANDENONG VIC 3175	Haitham Al Richani	Use of the land for the sale and consumption of liquor DECLARED AREA	Comprehensive Development 2 Zone	Delegate	PlanPermit	21/01/2021	Dandenong
PLN20/0496	PlnApp	No	91 Colemans Road DANDENONG SOUTH VIC 3175	Dale Grant Building Design & Documentation Pty Ltd (Warehouse)	Building and Works (Warehouse)	Industrial 1 Zone, 2160sqm, warehouse	Delegate	PlanPermit	27/01/2021	Dandenong
PLN20/0500	PlnApp	No	17 Shepreth Avenue NOBLE PARK VIC 3174	Arie Cafe and Associates	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	14/01/2021	Noble Park
PLN20/0507	PlnApp	No	20 Belfort Street DANDENONG VIC 3175	Prime Surveying and Land Development Consultants	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	06/01/2021	Yarraman

01/02/2021

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EANTOS

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2021 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant	Description	Notes	Authority	Decision	Decision Date	Ward
PLN20/0522	PlnAppVic	Yes	145 Colemans Road DANDENONG SOUTH VIC 3175	CS Town Planning Services	Development of the land for an extension to an existing warehouse (mezzanine) and a reduction in the car parking requirements VICSMART	Industrial 1 Zone, 712sqm, construction of mezzanine and reduction in car parking requirements	Delegate	PlanPermit	13/01/2021	Dandenong
PLN20/0524	PlnApp	No	20 Kroxy Street NOBLE PARK VIC 3174	Abacus Design & Planning	Multi-dwelling development x 4 (Double Storey) New	No response to further information request	Delegate	Lapsed	29/01/2021	Noble Park
PLN20/0542	PlnApp	No	1/132 Harold Road NOBLE PARK VIC 3174	All Ahmed	Development of the land for a veranda	Neighbourhood Residential 1 Zone, 139.85sqm, construction of patio	Delegate	NotRequire	05/01/2021	Springvale South
PLN20/0551	PlnAppVic	Yes	337 Springvale Road SPRINGVALE VIC 3171	Bond Construction Group Pty Ltd	Buildings and works comprising alterations to the existing front facade and a reduction in the car parking requirements associated with a Shop VICSMART	Commercial 1 Zone, entrance door extension	Applicant	Withdrawn	29/01/2021	Springvale Central
PLN20/0581	PlnApp	No	260-270 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Charter Keck Cramer	Three (3) Lot Staged Subdivision	Industrial	Delegate	PlanPermit	27/01/2021	Dandenong
PLN21/0001	PlnAppVic	Yes	61 Assembly Drive DANDENONG SOUTH VIC 3175	CS Town Planning Services	Buildings and works comprising alterations to the existing warehouse building VICSMART	Commercial 2 Zone, 82sqm, extension of ancillary office to warehouse	Delegate	PlanPermit	11/01/2021	Dandenong
PLN21/0004	PlnAppVic	Yes	5 Trewin Street DANDENONG VIC 3175	Peter Richards Surveying	Subdivision of the land into two (2) lots SPEAR VICSMART	Residential	Delegate	PlanPermit	28/01/2021	Dandenong

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)

File Id:	141300
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Submitted plans Location of objectors Clause 22 assessment Clause 52.06 assessment Clause 55 assessment

Application Summary

Applicant:	Bonacci Design
Proposal:	Development of the land for five (5) dwellings (four double storey dwellings and one single storey dwelling at the rear)
Zone:	General Residential Zone Schedule 1
Overlay:	Nil
Ward:	Springvale North

The application proposes the development of five (5) dwellings consisting of four (4) double storey and one (1) single storey dwelling.

A permit is required pursuant to Clause 32.08-6 (GRZ1) of the Greater Dandenong Planning Scheme for the development of two or more dwellings on a lot.

Objectors Summary

The application was advertised to the surrounding area through the erection of a notice on-site and the mailing of notices to adjoining and surrounding owners and occupiers. Seven (7) objections were received to the application. Issues raised generally relate to matters of:

- Parking
- Overlooking
- Termites
- Asbestos
- Location & collection of rubbish bins
- Interference with TV reception

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

- Impact on water pressure
- Development is too large for the shape/ size and street frontage of the lot.

Assessment Summary

The subject site is well suited for medium density housing given the subject sites location within close proximity to the Noble Park Activity Centre, as well as public transport routes.

The development is considered to be respectful of the neighbourhood character by providing sufficient setbacks from the side and rear boundaries to allow for a reasonable level of landscaping to occur. The use of varying building materials and finishes to the external walls and staggered setbacks provides a level of articulation breaking up the visual appearance of built form when viewed from the streetscape and adjoining residential properties. In addition, the placement of the single storey dwelling at the rear of the site allows for a transitional building element from neighbouring garden areas to the built form.

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 residential development with this report recommending that the application be supported, and a **Notice of Decision** (which provides appeal rights to objectors) to grant a permit be issued containing the conditions as set out in the recommendation.

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

Subject Site and Surrounds

Subject Site

The subject site is an irregular shaped allotment located on the southern side of Ellt Crescent in Noble Park. The lot has a northern V shaped frontage to Ellt Crescent of 21.82 metres and depth of approximately 53.21 metres.

- Total lot size: 1289sqm
- The site is currently developed with a single dwelling and associated outbuildings (proposed to be demolished)
- Access to the site is currently via one existing single crossover adjacent to the north-western side of the frontage
- The site is devoid of any significant vegetation
- A 1.83 metre wide easement runs along the rear boundary
- The site has an unusual front boundary arrangement, with the frontage being in a 'V' shape, and setback from the footpath (see aerial photo below). Between the front boundary and footpath is a Council owned area of land.

Surrounding Area

- The directly adjoining and surrounding properties are residential (GRZ1).
- To the north-west, directly adjoining property, the site is developed with three single storey dwellings.
- To the south-east, directly adjoining property, the site is developed with a single storey dwelling.
- To the south-west (rear) directly adjoining property, the site is developed with a single storey dwelling.
- A more recent double storey multi-dwelling development has been completed at 7 Ellt Crescent which consists of two (2) double storey duplex (side by side) dwellings.
- Noble Park train station and activity centre is located approximately 1.23 kilometres to the south.
- To the north-east, approximately 600 metres from the site is the Princes Highway and industrial area.
- Sandown Racecourse is located to the west, approximately 330 metres away.

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

Locality Plan

Background



Previous Applications

A search of Council records revealed no previous planning applications have been considered for the subject site.

Proposal

The application proposes the development of five (5) dwellings consisting of four (4) double storey dwellings and one (1) single storey dwelling to the rear.

Details as follows:

	No. of bedrooms	No. of storeys	Car Parking provided	Area of secluded private open space (SPOS)	Dimension of SPOS	Area of Private Open Space (POS)
Dwelling 1	4	2	Single garage & tandem space	31.47sqm	5.96m	115.80sqm

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Dwelling 2	4	2	Single garage & tandem space	50sqm	5m	50.02sqm
Dwelling 3	4	2	Single garage & tandem space	63.66sqm	6.45m	63.66sqm
Dwelling 4	4	2	Double (tandem) garage	73.24sqm	5.05m	84.99sqm
Dwelling 5	2	1	Single garage	84.91sqm	5.93m	87.20sqm

Boundary setbacks for the dwellings are as follows with the only on-boundary development consisting of the garage wall to dwelling 1. First floors are further recessed.

Setbacks (min to max)	North/east (front)	South/east (side)	South/west (rear)	North/west (side)
Ground Floor setbacks	4m to 8.2m	1m to 10m	1.83m to 5.9m	1.79m to 6.54m
First Floor setbacks	4.65m	5.2m to 8.8m	5.1m	2.02m to 5.3m

Access to the site is proposed via the one (1) existing crossover and one (1) proposed crossover from Ellt Crescent. The north-western existing single crossover is to be used for dwelling 1, whilst a new crossover on the north-eastern corner of the site is proposed to be used for access to a shared driveway for the remaining dwellings.

The dwellings will be clad in brick to the ground floors and a mixture of render and cladding to the first floors with pitched tiled roofs.

The overall maximum building height for the double storey dwellings is 8.31 metres (dwelling 4) and 5.76 metres (dwelling 5) for the single storey dwelling to the rear.

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.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

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:

Under Clause 32.08-6 (GRZ1) of the Greater Dandenong Planning Scheme for the development of two or more dwellings on a lot

The relevant controls and policies are as follows:

Zoning Controls

The subject site is located in a General Residential Zone Schedule 1, as is the surrounding area.

The purpose of the General Residential Zone outlined at Clause 32.08 is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

Pursuant to Clause 32.08-6 (GRZ1), a permit is required development of two or more dwellings on a lot.

Overlay Controls

No overlays affect the subject site or surrounding area.

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.*

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

(d) To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.

(e) To protect public utilities and other facilities for the benefit of the community.

(f) To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e).

(g) To balance the present and future interests of all Victorians.

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

Clause 11 Settlement states that planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, amongst others.

Managing growth is the focus of **Clause 11.02** which includes an objective that aims to ensure a sufficient supply of land is available for residential development, which is relevant to the current application.

Clause 15 Built environment and heritage seeks to ensure that planning achieves high quality urban design and architecture that meets a number of objectives. The following objectives are of relevance to the current application:

- To create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity.
- To achieve architectural and urban design outcomes that contribute positively to local urban character and enhance the public realm while minimising detrimental impact on neighbouring properties.
- To encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.

Clause 16 Housing

Clause 16 (Housing) contains two key objectives, which can be summarised as relating to housing diversity, sustainability of housing and the provision of land for affordable housing.

These objectives are reinforced by a number of sub-clauses, including **Clause 16.01-1S (Housing Supply)**, which seeks to facilitate well-located, integrated and diverse housing that meets community needs, and **Clause 16.01-2S (Housing affordability)** which seeks to deliver more affordable housing closer to jobs, transport and services.

Clause 16.01-1R (Housing supply – Metropolitan Melbourne), includes several strategies to manage the supply of new housing including increased housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs, public transport; as well as a strategy that allows for a range of minimal, incremental and high change residential areas that balance the need to protect valued areas with the need to ensure choice and growth in housing.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

There are a number of objectives of relevance to the current application under **Clause 18 Transport** including the following:

- To create a safe and sustainable transport system by integrating land-use and transport.
- To promote the use of sustainable personal transport.
- To integrate planning for cycling with land use and development planning and encourage as alternative modes of travel.

Local Planning Policy Framework

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’s neighbours are the Cities of Casey to the east, Frankston to the south, Kingston to the west, and Monash and Knox to the north. Greater Dandenong is bounded by the Dandenong Creek, Princes Highway, South Gippsland Freeway, Westernport Highway to the east, Thompsons Road to the south, Mornington Peninsula Freeway, Springvale Road, Tootal Road, Heatherton Road and Westall Road to the west and Police Road to the north.

It is a city that has at its doorstep the magnificent Dandenong Ranges and large areas of flora and fauna. Greater Dandenong has extensive areas of open space and includes several areas of significant ecological value, wetlands and remnant woodlands and grassland communities. The creeks and waterways that traverse the city, together with its many areas of historical, aboriginal and vegetative significance, afford the city a composition of diverse environments.”

A **Vision for Greater Dandenong** is outlined at **Clause 21.03**. Of which the following is of relevance to the proposed development; *“A city renowned for its inclusiveness and admired for its cosmopolitan and multicultural lifestyle; a city where a range of arts activities are promoted and different cultures are celebrated as much as tradition and history are celebrated”*.

The objectives and strategies of the MSS are under four (4) main themes including: land use; built form; open space and natural environment; and, infrastructure and transportation (considered individually under Clauses 21.04 to 21.07). Of particular relevance to this application are Clause 21.04 Land use; Clause 21.05 Built Form and Clause 21.07 Infrastructure and Transportation

- **Clause 21.04 Land Use** is relevant particularly **Clause 21.04-1 Housing and Community** which states *“Social Issues – Appropriate and affordable housing that suits diverse needs is critical to maintaining a healthy and balanced socio-economic society”*. The following objective is also of relevance: *“To encourage and facilitate a wide range of housing types and styles which increase diversity and cater for the changing needs of households.”*
- **Clause 21.05 Built Form** is relevant to the proposal, in particular **Clause 21.05-1 Urban design, character, streetscapes and landscapes** of which the following objectives are relevant; 1 *“To facilitate high quality building design and architecture; 2. To facilitate high quality development, which has regard for the surrounding environment and built form; 6. To ensure that design of the public and private environment supports accessibility and healthy living; 7. To protect and improve streetscapes; and 8. To ensure landscaping that enhances the built environment”*

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

- **Clause 21.07 Infrastructure and Transportation, Clause 21.07-1 Physical, Community and Cultural Infrastructure** is of relevance to the proposal in particular Objective 2. Which seeks *“To manage the impact of discharge of stormwater to minimise pollution and flooding”*. Clause 21.07-2 Public transport is of relevance with objective 1 seeking *“To increase the use of public transport”* along with Clause 21.07-3 Walking and cycling, the objective of which is *“To promote and facilitate walking and cycling”*. Clause 21.07-4 Cars and Parking needs to be considered with objectives 1 *“To promote significant modal shift away from the car”* and 2 *“To protect residential and other sensitive uses from adverse impacts of vehicular traffic”* of relevance to the proposal.

Clause 22.09 – Residential Development and Neighbourhood character is relevant to the proposal which *“provides guidance to manage the evolution of residential neighbourhood character throughout Greater Dandenong into the future. It responds to state and metropolitan planning policy regarding urban form and housing, while respecting valued characteristics of residential neighbourhoods. Based on the City of Greater Dandenong Neighbourhood Character Study (September 2007), the Municipal Strategic Statement divides the residential areas of Greater Dandenong into three ‘Future Change Areas’: Substantial, Incremental and Limited. This policy identifies the rationale, existing character, identified future character and design principles for each of these areas. The design principles in this policy provide guidance to achieve high quality design and amenity outcomes for all new residential development”*.

Particular Provisions

Clause 52.06 Car Parking needs to be considered under the current application. 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 demand 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.*

The table at Clause 52.06-5 sets out the car parking requirement that applies to the use of land as follows:

Use	Rate
Dwelling	One (1) car parking space to each one (1) or two (2) bedroom dwelling
	Two (2) car parking spaces to each three (3) or more bedroom dwelling

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	One (1) space for visitor parking to every 5 dwellings for developments of 5 or more dwellings
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The proposal meets the required car parking rate with no wavier sought.

An application must meet the Design standards for car parking included at Clause 52.06-8.

An assessment against this clause is included as Attachment 4.

Clause 55 Two or more dwellings on a lot and residential buildings also needs to be considered under the current application. The purposes of this provision are:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To achieve residential development that respects the existing neighbourhood character or which contributes to a preferred neighbourhood character.*
- *To encourage residential development that provides reasonable standards of amenity for existing and new residents.*
- *To encourage residential development that is responsive to the site and the neighbourhood*

An assessment against Clause 55 is included as Attachment 5.

General Provisions

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

Proposed Planning Scheme Amendments

Nil

Restrictive Covenants

The subject site is encumbered by the following restrictive covenant as registered on the Certificate of Title:

- Covenant 2027803

The covenant prevents the removal of any earth, stone, clay, gravel or sand from the land except for the purpose of excavating for the foundations of any building on the land and the manufacturing or winning of bricks, tiles or pottery on the land.

The proposed development has been assessed against the covenant and will not contravene any of the above mentioned requirements.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (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.

Internal

The application was internally referred to Council's below departments for their consideration. The comments provided will be considered in the assessment of the application.

Internal Referrals	
Asset	No objections, subject to conditions on permit
Civil	No objections, subject to conditions on permit
Transport	No objections, subject to conditions on permit
Property Services	Was referred due to front boundary arrangement. An assessment has been conducted against the current title boundaries and the proposal is considered satisfactory.
Sustainability Planning (ESD)	No objections, subject to conditions on permit

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (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 Ellt Crescent.

The notification has been carried out correctly.

Council has received seven (7) objection's to date.

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

Consultation

A consultative meeting was not held due to Covid-19 restrictions.

Summary of Grounds of Submissions/Objections

The objections are summarised below (**bold**), followed by the Town Planner's Response (in *italics*).

- **Parking**

The development provides for appropriate on-site car parking in relation to the number of bedrooms within the proposed dwellings, with no variation required to the rate set out in the Planning Scheme.

Any increased traffic movement associated with the proposed development is considered reasonable and can be readily accommodated within the surrounding street network.

Furthermore, the proposal was referred to Council's Traffic Engineers who raised no concern with respect to on-street parking, traffic from the proposed development, congestion or the like.

- **Overlooking**

All first floor habitable (bedroom) windows are provided with fixed obscure screening to prevent overlooking into neighbouring properties in compliance with Clause 55.oking into neighbouring properties in compliance with Clause 55.

The test for overlooking is set by Standard B22 to Clause 55-.04-6 Overlooking objective. At ground floor, the minimum 1.9 metre high boundary fences with 0.5 metre lattice would prevent direct overlooking within the 9 metre distance.

It is noted, that a number of first floor habitable room windows have not been screened, however, they comply with Standard B22. The following is an assessment of these first floor habitable room windows:

South East Elevation

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

- *Dwelling 2*

Bed 1 – No screening required as the window does not have a direct view into adjoining SPOS or an existing habitable room window within 9 metres. On this boundary the site adjoins a driveway.

- *Dwelling 3*

Bed 1 – No screening required as the window does not have a direct view into adjoining SPOS or an existing habitable room window within 9 metres. On this boundary the site adjoins a driveway.

- *Dwelling 4*

Bed 3 – No screening required as the windows are setback 12.5 metres from the title boundary

Bed 1 – Screening has been provided with obscure glazing to 1.7 metres above finish floor level

North West Elevation

- *Dwelling 1*

No habitable room windows oriented to this interface

- *Dwelling 2*

Bed 3 – No screening required as the window does not have a direct view into adjoining SPOS or an existing habitable room window within 9 metres. On this boundary the site adjoins a driveway.

- *Dwelling 3*

Bed 3 – No screening required as the window does not have a direct view into adjoining SPOS or an existing habitable room window within 9 metres. On this boundary the site adjoins a driveway and garage.

- *Dwelling 4*

Bed 2 – Screening has been provided with obscure glazing to 1.7 metres above finish floor level

- **Termites**

Concerns in relation to termites are not a Statutory Planning issue.

- **Asbestos**

Concerns in relation to Asbestos are not a Statutory Planning issue.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

- **Location & collection of rubbish bins**

It is considered that there is sufficient area within the existing nature strip located at the front of the site for future residents of the development to place bins at collection times.

- **Interference with TV reception**

Concerns in relation to the TV reception are not a Statutory Planning issue.

- **Impact on water pressure**

The subject site is well suited for a medium density development as proposed with existing infrastructure able to cope with the proposed number of dwellings.

- **Development is too large for the shape/ size and street frontage of the lot**

It is considered that the proposed development has appropriately responded to the existing site constraints and neighbourhood character through use of appropriate boundary setbacks, building height and proposed external colours and materials which are reflective of other existing residential dwellings within the immediate area.

The placement of the single storey dwelling to the rear allows for a suitable transition to the open garden areas on adjoining properties.

Assessment

Development

Planning Policy Framework / Local Planning Policy Framework

In considering the Planning Policy Framework and the Local Planning Policy Framework, Council can establish that an acceptable proposal will be guided by:

- Clause 55 *Two or more dwellings on a lot; and*
- Clause 22.09 *Residential Development and Neighbourhood Character.*

Each of these Clauses ensure that Council facilitates the orderly development of urban areas, which is a specific objective of Clause 11.02 Settlement.

The objectives of Clause 15.01-1S Urban Design, Clause 15.01-2S Building Design and Clause 21.05-1 Built Form outline the key considerations in which a development must respond to urban design, character, streetscapes and landscape issues.

It is considered that the proposed design response respects the preferred neighbourhood character of the incremental change area by providing a medium density housing typology.

The design of the dwellings is considered to be in keeping with the neighbourhood character by way of first floor setbacks, separation between dwellings, and capacity for substantial landscaping and canopy tree planting throughout the site.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

The proposal is located within an area subject to incremental change. The proposal's compliance with Clause 22.09 and Clause 55 (subject to conditions) ensures that the development would achieve the objectives set out in Clause 15.01 and Clause 21.05-1.

As such, Council officers recommend that the application be approved subject to planning permit conditions as necessary.

Clause 22.09 Assessment

The identified future character for the site is set out in Clause 22.09. The subject site is within the Incremental Change Area. The policy at Clause 22.09-3 seeks well designed and site responsive medium density development that respects the existing neighbourhood character and provides appropriate setbacks, private open space areas and high quality landscaping, to protect the amenity of adjoining dwellings.

The proposed development of five (5) dwellings comprising four (4) double storey and one (1) single storey is considered to be consistent with the planning controls affecting the subject site and is appropriate to allow. The subject site is strategically located within close proximity to the Noble Park Activity Centre and public transport (Noble Park train station and public bus system), making it the ideal location for medium density residential development.

Whilst the existing streetscape is one of single storey dwellings, there is a slow emergence of other more recent double storey multi-dwelling development within the street and surrounding area as existing properties containing older style dwellings are being re-developed. The proposal has appropriately responded to the neighbourhood character in terms of building height through the use of pitched tiled roof forms which are consistent with other existing dwellings both new and old within the street and the surrounding area. Furthermore, the placement of the single storey dwelling to the rear allows a suitable transition to the neighbouring open space/ garden area on the adjacent residential properties.

The dwellings are considered to be of a contemporary design with a mixture of external wall materials and finishes which is in keeping with the context of the established streetscape character.

The front setback and use of the existing crossover and one additional crossover, allows for a reasonable level of landscaping to be achieved at the front of the site, including the planting of canopy trees, which will make a positive contribution to the streetscape and contribute to the landscape character.

Staggered setbacks to the boundaries and varied external colours and materials also assist in breaking up the visual bulk of the dwellings.

Whilst the proposed development is considered to be one of the more intense residential developments within the immediate area, there is a slow emergence of medium density residential development occurring within the street. The development is considered to contribute to an improved urban character, whilst still being respectful of the existing surrounding residential interfaces providing an appropriate scaled transition between the proposed development and smaller scale single storey residential dwellings.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

All dwellings are provided with ground floor private open space areas directly accessed from the main living areas. Sufficient solar access is provided to the dwellings with main living areas predominantly located on the northern side of the site which allows for a reasonable amount of natural light into the dwellings.

A full Clause 22.09 Assessment is attached to this report at Attachment 3.

Clause 55 Assessment

A Clause 55 Assessment is attached to this report at Attachment 5. The proposal meets all of the objectives of Clause 55. Standards that warrant further consideration are discussed as follows:

Clause 55.03-1 Street setback objective – Standard B6

Schedule 1 to Clause 32.08 General Residential Zone varies the requirements of Standard B6 to provide an average front setback of the adjoining dwellings or 7.5 metres, whichever is the lesser. In this instance, 7.5 metres is the minimum setback required. At ground floor, the proposal is setback 4 metres from the title boundary and at first floor the proposal is setback 4.65 metres from the title boundary. However, the front title boundary is an unusual arrangement in this instance, with an additional piece of land owned by Council located between the front title boundary and footpath. The total front setback from the dwelling to the footpath is 8.2m. When viewed from the surrounding area, it would be assumed that this separate piece of land is within the title, and that the setback is actually 8.2m, which is in excess of the required 7.5m.

This 8.2m setback to the footpath is generally consistent with the setback of other dwellings adjoining and in the surrounding area, and is considered to be in keeping with the existing and preferred character for the area.

The plan below shows the title boundary arrangements, with the dark green area being the Council owned land, and the light green being the subject site.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Visitors to dwellings	1 to development of 5 or more dwellings	5 dwellings	1	1
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The proposal provides the minimum required number of car parking spaces within the subject site of 10.

Vegetation & Tree Impact (Landscaping)

The subject site and surrounding area is devoid of any significant vegetation.

The proposed development provides a reasonable level of landscaping throughout the site to the front, side and rear boundaries and along the shared driveway. The front and rear of the site is sufficient in area to allow for the planting of canopy trees.

Environmentally Sustainable Development

The proposed development has been appropriately designed in response to the existing site constraints with northern orientated habitable room windows and large open space areas for landscaping.

BESS Information Summary		Project Overall Score: 52%		
		Fail	Best Practice	Design Excellence
Dwelling Type: Non-residential		(<49%)	(50-69%)	(>70%)
BESS Category	Score	Initiatives		
Management				
	0%	N/A		
Water				
	50%	Rainwater tank capacity of 2,500L per dwelling connected to: - Toilet flushing, planter rainwater gardens - High WELS star rated water fittings, fixtures and appliances - Potable water consumption reduced by 27% compared to same building following minimum standards.		
Energy				

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	50%	High efficiency reverse cycle air conditioning specified with 4 star energy rating. High efficiency 6 star gas instantaneous hot water system specified. Estimated greenhouse gas emissions reduced by 65% compared to compared to same building following minimum standards
Stormwater		
	100%	Stormwater design meets industry best practice requirements though incorporation of rainwater collection and re-use and raingardens
Indoor Environment Quality		
	60%	Double glazing provided to all habitable rooms
Transport		
	67%	Space allocated for bicycle parking in P.O.S and/or Garage One visitor bicycle parking space provided
Waste		
	50%	Composting bin provided for each dwelling
Urban Ecology		
	38%	20% of the site is permeable, allowing for landscaping
Innovation		
	0%	N/A

Conclusion

The proposed development of five (5) dwellings comprising four (4) double storey and one (1) single storey dwelling and associated works is considered appropriate and has a strong design response in terms of visual bulk, height, setbacks, private open space, car parking and landscaping with minimum amenity impacts on the adjoining residential properties and surrounding area.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

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

Recommendation

That Council resolves to issue a Notice of Decision to grant a permit in respect of the land known and described as 10 Ellt Crescent, Noble Park, for the purpose of the development of five (5) dwellings comprising four (4) double storey and one (1) single storey dwelling in accordance with the plans submitted with the application subject to the following conditions:

- 1. Prior to the endorsement of plans, amended plans drawn to scale and dimensioned, must be submitted to the Responsible Authority for approval. No buildings or works must be commenced until the plans have been approved and endorsed by the Responsible Authority. The endorsed copy of the plans forms part of this permit. The plans must be in accordance with the plans submitted with the application, but modified to show:**

- 1.1. sensor lighting above each garage;**
- 1.2. landscape plans in accordance with Condition 2; and**
- 1.3. the location of the one visitor bicycle parking space to be provided.**

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

- 2. Before the approved development starts, and before any trees or vegetation are removed, a landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The landscape plan must be prepared by a person or firm with suitable qualifications to the satisfaction of the Responsible Authority, drawn to scale with dimensions and 3 copies must be provided. The landscape plan must show:**

- 2.1. plans to accord with Condition 1 of this permit;**
- 2.2. the site at a scale of 1:100/200, including site boundaries, existing and proposed buildings, neighbouring buildings, car parking, access and exit points, indicative topography and spot levels at the site corners, existing and proposed vegetation, nature strip trees, easements and landscape setbacks;**
- 2.3. details of the proposed layout, type and height of fencing;**

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

- 2.4. legend of all plant types, surfaces, materials and landscape items to be used including the total areas of garden and lawn**
- 2.5. a plant schedule giving a description of botanical name, common name, mature height and spread, pot size, purchase height (if a tree) and individual plant quantities**
- 2.6. at least one (1) advanced canopy tree with a minimum planting height of 1.5 metres within the rear secluded open space areas of each dwelling and within the front yard;**
- 2.7. any paving or deck areas within the secluded open space area of the proposed dwelling on a permeable base;**

When approved, the amended landscape plan will be endorsed and will form part of this permit.

The provisions, recommendations and requirements of the landscape plan must be implemented and complied with to the satisfaction of the Responsible Authority.

Landscaping in accordance with the endorsed landscaping plan and schedule must be completed before the building is occupied.

- 3. Except with the prior written consent of the Responsible Authority, the layout of the land and the size, design and location of the buildings and works permitted must always accord with the endorsed plan and must not be altered or modified**
- 4. Except with the prior written consent of the Responsible Authority, the approved building must not be occupied until all buildings and works and the conditions of this permit have been complied with.**
- 5. Prior to endorsement of plans, the applicant must submit a revised Sustainable Design Assessment (SDA) to the satisfaction of the Responsible Authority. The revised SDA must be in accordance with the sustainable design initiatives and recommendations included in the SDA (prepared by Frater Consulting, dated 30 September 2020) but modified to include:**
 - Submission of the preliminary energy rating assessments undertaken for the development that demonstrate an achievement to a minimum of 6 Stars**
 - Revised BESS assessment demonstrating the following changes:**
 - 1. Unit 1 Area corrected in accordance with plans (171.5 sqm)**
 - 2. Remove claim of credit IEQ 2.2 Cross Flow Ventilation. Single aspect cross ventilation is not sufficient to claim this credit.**
 - 3. Revise credit Transport 1.2 Bicycle Parking – Residential Visitor to ‘1’ as per SDA**

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

6. The development is to be constructed in accordance with the design initiatives specified in the approved Sustainable Design Assessment (SDA) (prepared by Frater, dated 30/09/2020) to the satisfaction of the responsible authority.

The provisions, recommendations and requirements of the endorsed SDA must be implemented and complied with to the satisfaction of the Responsible Authority. The documentation must not be altered without the prior written consent of the Responsible Authority.

7. Provision must be made for the drainage of the site including landscaped and pavement areas, all to the satisfaction of the Responsible Authority.
8. Stormwater discharge is to be retained on site to the pre-development level of peak stormwater discharge, to the satisfaction of the Responsible Authority.
9. Before the approved building is occupied, all piping and ducting above the ground floor storey of the building, except downpipes, must be concealed to the satisfaction of the Responsible Authority.
10. Standard concrete vehicular crossing/s must be constructed to suit the proposed driveway/s in accordance with the Council's standard specifications. Any vehicle crossing no longer required must be removed and the land, footpath and kerb and channel reinstated, to the satisfaction of the Responsible Authority.
11. Except with the prior written consent of the Responsible Authority, floor levels shown on the endorsed plan/s must not be altered or modified.
12. Before the approved building is occupied, the development must be provided with external lighting capable of illuminating access to each garage, car parking space and pedestrian walkway. Lighting must be located, directed and shielded to the satisfaction of the Responsible Authority so as to prevent any adverse effect outside the land.
13. Before the approved building is occupied, the obscure glazing to the windows shown on the endorsed plans must be provided through frosted glass or similarly treated glass. Adhesive film or similar removable material must not be used.
- All glazing must at all times be maintained to the satisfaction of the Responsible Authority.
14. Before the approved building is occupied, the privacy screens and other measures to prevent overlooking as shown on the endorsed plans must be installed to the satisfaction of the Responsible Authority.

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

All privacy screens and other measures to prevent overlooking as shown on the endorsed plans must at all times be maintained to the satisfaction of the Responsible Authority.

- 15. Before the approved building is occupied, all boundary walls in the development must be constructed, cleaned and finished to the satisfaction of the Responsible Authority.**
- 16. This permit will expire if:**
 - 16.1. The development or any stage of it does not start within two (2) years of the date of this permit, or**
 - 16.2. The development or any stage of it is not completed within four (4) years of the date of this permit.**

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.**

Permit Notes

A Building Approval is required prior to the commencement of the approved development. This planning permit does not constitute any building approval.

Approval of any retention system within the property boundary is required by the relevant building surveyor.

Before commencement of the development occurs, the applicant should contact the City of Greater Dandenong's Civil Development and Design Unit regarding legal point of discharge, new crossings, building over easements, etc.

As this is an established site, the proposed internal drainage should be connected to the existing legal point of discharge. The applicant may apply for local drainage information, if available; otherwise on site verification should be undertaken by the applicant.

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

A Vehicle Crossing Permit must be obtained from Council for all vehicular crossings prior to construction of the crossings. You may be required to apply for a Asset Protection Permit from Council's engineering services. Queries regarding engineering requirements can be directed to Council's general phone number on 8571 1000.

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 10 ELLT CRESCENT, NOBLE PARK
(PLANNING APPLICATION PLN20/0456)**

ATTACHMENT 1

SUBMITTED PLANS

PAGES 8 (including cover)

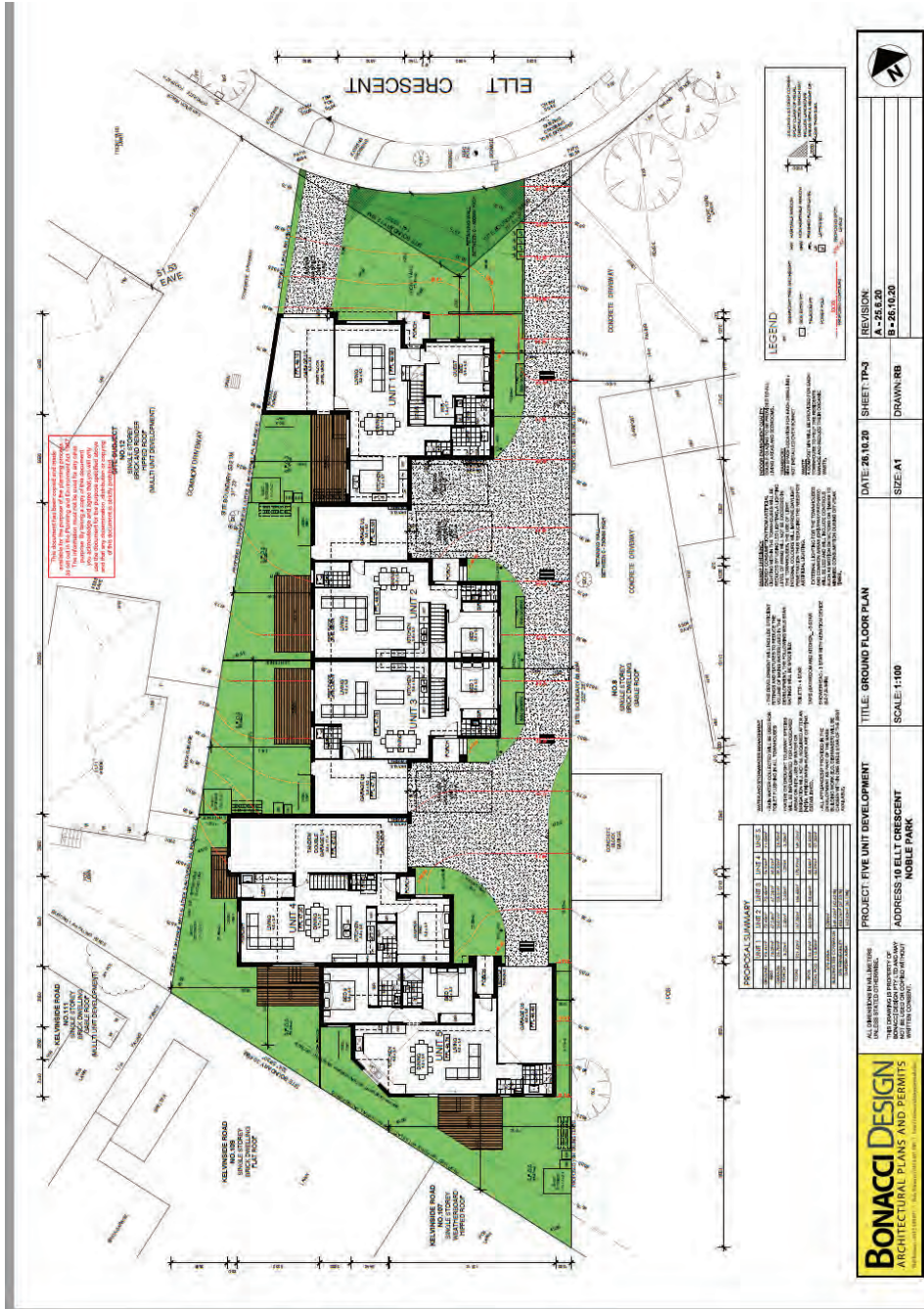
If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

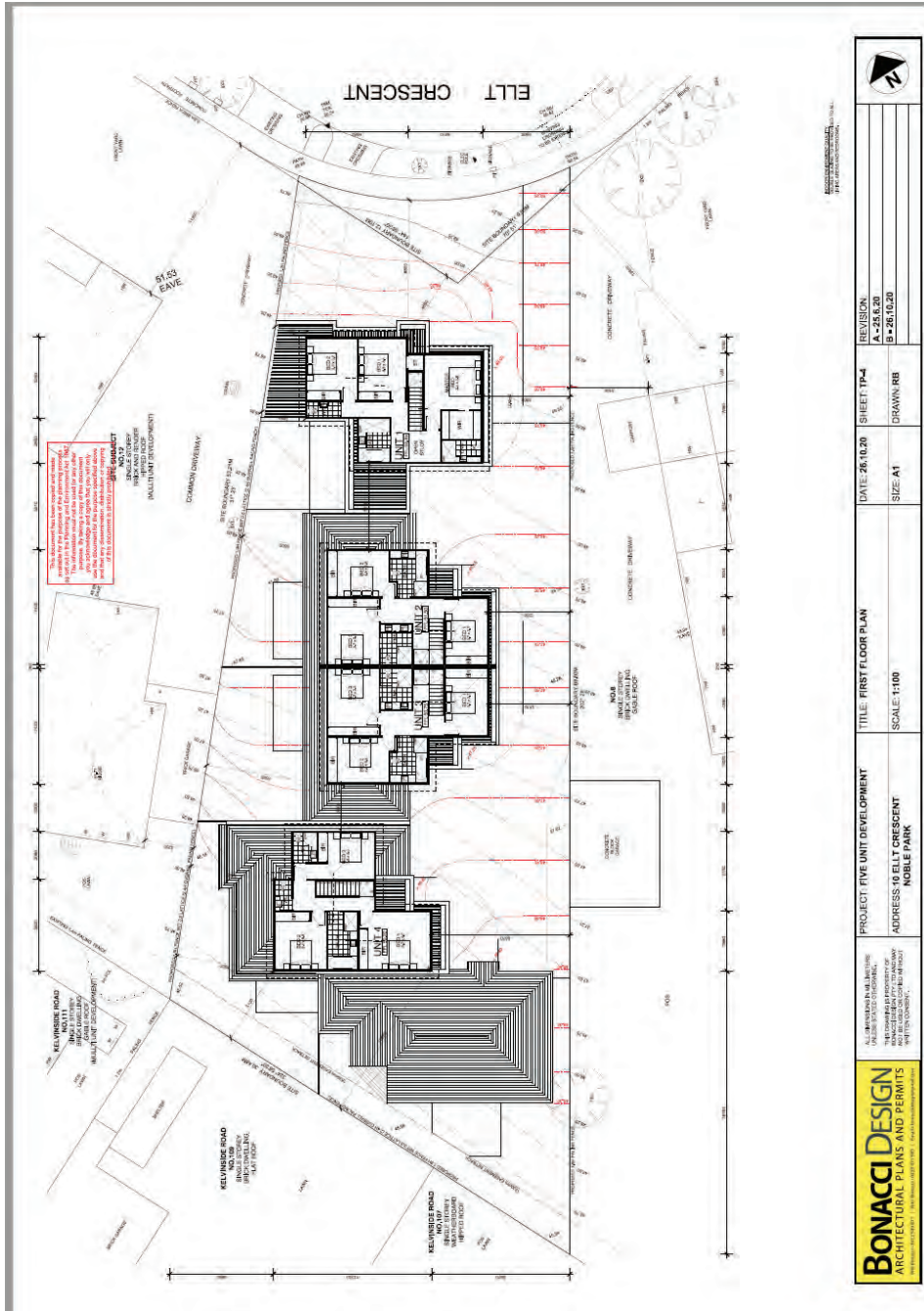


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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)



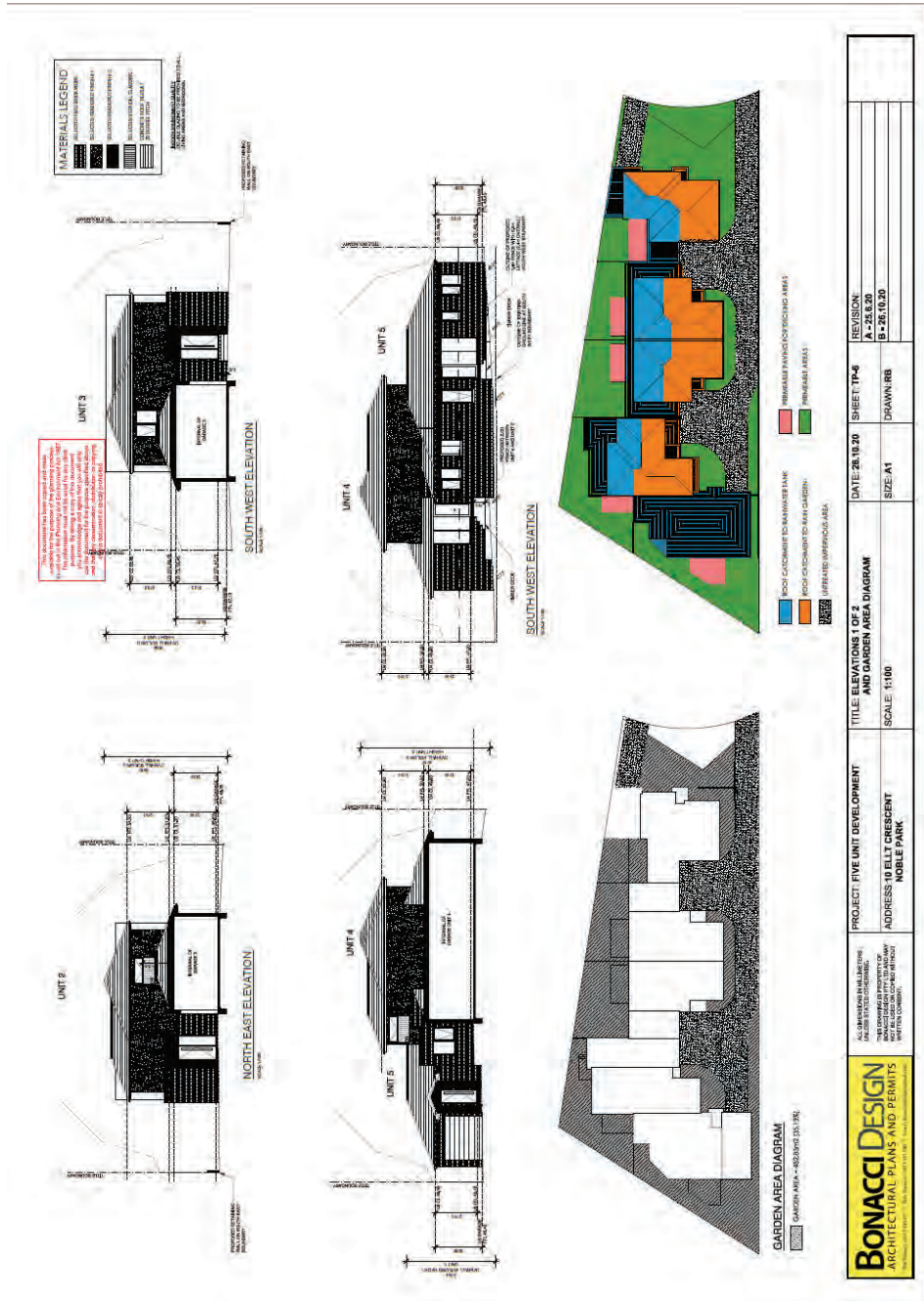
2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)



BONACCI DESIGN ARCHITECTURAL PLANS AND PERMITS <small>10/100 Kelvinston Road, Noble Park VIC 3174 Tel: 03 9594 1111 Fax: 03 9594 1112 Email: info@bonaccidesign.com.au</small>	PROJECT FIVE UNIT DEVELOPMENT ADDRESS 10 ELLT CRESCENT NOBLE PARK	TITLE: FIRST FLOOR PLAN SCALE: 1:100	DATE: 26.10.20 SIZE: A1	SHEET TP-4 DRAWN: RB	REVISION A-26.10.20 B-26.10.20
	ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE SPECIFIED THE DRAWING IS THE PROPERTY OF BONACCI DESIGN AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS WITHOUT THE WRITTEN PERMISSION OF BONACCI DESIGN.				
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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)



2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

SHADOW DIAGRAM - S1M
 1:1000

SHADOW DIAGRAM - S2M
 1:1000

SHADOW DIAGRAM - S3M
 1:1000

STREETSCAPE ELEVATION
 1:200

LEGEND
 EXISTING BUILDING FOOTPRINT
 PROPOSED DEVELOPMENT

BONACCI DESIGN
 ARCHITECTURAL PLANS AND PERMITS
 1000/1001 HURSTFIELD ROAD, DOONBURY VIC 3175 | 03 9594 1000 | www.bonaccidesign.com.au

ALL DIMENSIONS IN MILLIMETERS
 UNLESS OTHERWISE SPECIFIED
 THE DIMENSIONS OF THE PROPOSED DEVELOPMENT
 SHOWN ON THIS PLAN ARE TO BE TAKEN AS THE
 DIMENSIONS OF THE DEVELOPMENT FOR THE PURPOSES
 OF THIS DOCUMENT.

PROJECT FIVE UNIT DEVELOPMENT
 ADDRESS: 10 ELLT CRESCENT
 NOBLE PARK

TITLE: SHADOW DIAGRAMS
 AND STREETSCAPE ELEVATION
 SCALE: 1:200

DATE: 26.10.20
 SHEET: TP-7
 DRAWN: RB

REVISION:
 A: 25.02.20
 B: 26.10.20

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

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 10 ELLT CRESCENT, NOBLE PARK
(PLANNING APPLICATION PLN20/0456)**

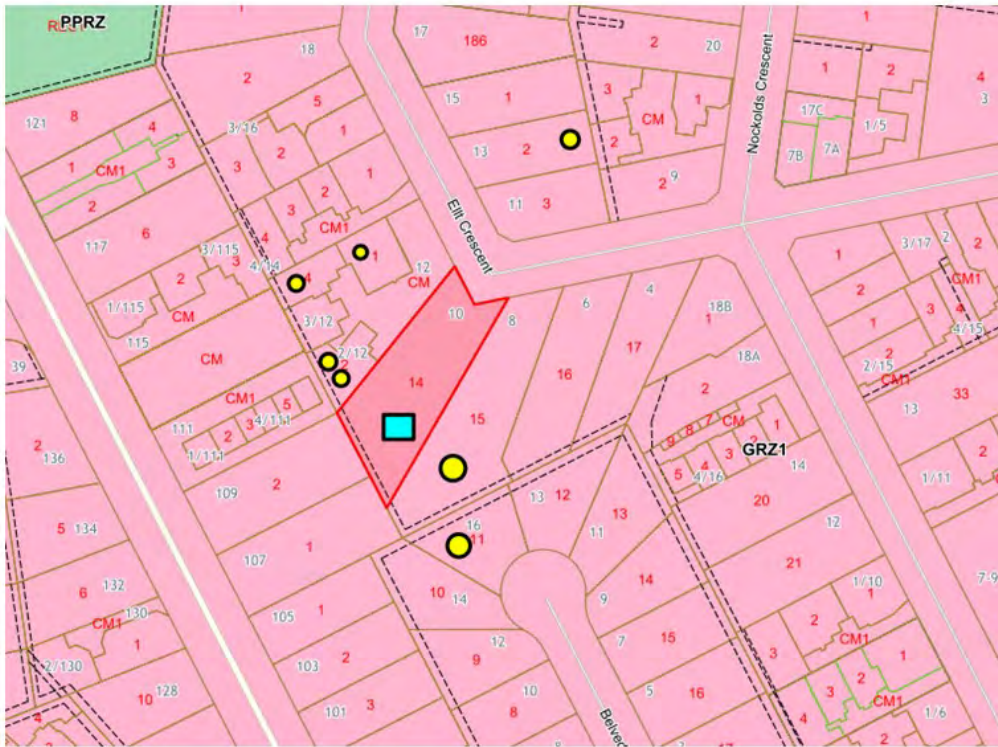
ATTACHMENT 2

LOCATION OF OBJECTORS



PAGES 2 (including cover)

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

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**



Map Legend:

Subject Site	
Location of objectors	

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 10 ELLT CRESCENT, NOBLE PARK
(PLANNING APPLICATION PLN20/0456)**

ATTACHMENT 3

CLAUSE 22 ASSESSMENT

PAGES 9 (including cover)

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

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Assessment Table for Clause 22

Clause 22.09-3.1 Design Principles for all residential developments

Title /Objective	Principles	Principle met/Principle not met/NA
Safety	<p>To encourage the provision of safer residential neighbourhoods, new development should enable passive surveillance through designs that:</p> <p>Incorporate active frontages including ground floor habitable room windows.</p> <p>Maximise the number of habitable room windows on all levels of residential buildings that overlook the public realm, streets, laneways, internal access ways and car parking areas.</p> <p>Use semi-transparent fences to the street frontage.</p> <p>Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.</p> <p>Ensure that all main entrances are visible and easily identifiable from the street.</p> <p>Locate non-habitable rooms such as bathrooms, away from entrances and street frontage.</p>	<p>Principle met Each dwelling is provided with active frontages</p> <p>Principle met The proposed dwellings front the street and shared driveway</p> <p>Principle met No front fence is proposed.</p> <p>Conditional compliance Security lighting can be requested via permit conditions adjacent to garages/ entrances.</p> <p>Principle met Entrances face the street/ driveway. Each dwelling is clearly distinguishable</p> <p>Principle met Ground floor bathrooms are at the rear of the dwellings.</p>
Landscaping	<p>Residential development should:</p> <p>Provide substantial, high quality on-site landscaping, including screen planting and canopy trees along ground level front and side and rear boundaries.</p>	<p>Conditional Compliance A landscape plan can be addressed as a permit 1 condition</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	<p>Provide substantial, high quality landscaping along vehicular accessways.</p> <p>Include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area.</p> <p>Planting trees that are common to and perform well in the area.</p> <p>Avoid the removal of existing mature trees by incorporating their retention into the site design.</p> <p>Use landscaping to soften the appearance of the built form when viewed from the street and to respect the amenity of adjoining properties.</p> <p>Ensure that landscaping also addresses the Safety Design Principles.</p> <p>Canopy trees should be planted in well proportioned setbacks/private open space that are sufficient to accommodate their future growth to maturity.</p> <p>Landscaping should minimise the impact of increased storm water runoff through water sensitive urban design and reduced impervious surfaces.</p> <p>Landscaping should be sustainable, drought tolerant, and include indigenous species and be supported through the provision of rainwater tanks.</p>	<p>Conditional Compliance Landscaping areas are provided along the driveway</p> <p>Conditional Compliance Canopy trees can be conditionally provided within the front of the site and within each dwellings SPOS areas</p> <p>Conditional Compliance Native trees can be provided via permit conditions requiring a landscaping plan</p> <p>✓ Principle met No significant vegetation on site.</p> <p>Conditional Compliance Landscaping areas at the front and sides of the site softens the appearance of the dwellings on the street and neighbouring properties. A landscape plan will form condition 1</p> <p>Conditional Compliance Landscape plan to be addressed as a condition</p> <p>Conditional Compliance Landscape plan to be addressed as a condition</p> <p>Conditional Compliance Landscape plan to be addressed as a condition</p> <p>Conditional Compliance Landscape plan to be addressed as a condition</p>
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If the details of the attachment are unclear please contact Governance on 8571 5309.

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Car parking	<p>The existing level of on-street car parking should be maintained by avoiding second crossovers on allotments with frontage widths less than 17 metres.</p> <p>On-site car parking should be:</p> <ul style="list-style-type: none"> Well integrated into the design of the building, Generally hidden from view or appropriately screened where necessary, Located to the side or rear of the site so as to not dominate the streetscape and to maximise soft landscaping opportunities at ground level. <p>Where car parking is located within the front setback it should be:</p> <ul style="list-style-type: none"> Fully located within the site boundary, and Capable of fully accommodating a vehicle between a garage or carport and the site boundary. <p>Developments with basement car parking should consider flooding concerns where applicable.</p>	<p>✓ Principle met The subject site has a combined frontage greater than 17 metres.</p> <p>✓ Principle met Parking is well integrated into the design of the dwellings.</p> <p>✓ Principle met</p> <p>N/A No basement car parking proposed.</p>
Setbacks, front boundary and width	<p>Residential developments should: Provide a front setback with fence design and height in keeping with the predominant street pattern.</p> <p>Maintain the apparent frontage width pattern.</p> <p>Provide appropriate side setbacks between buildings to enable screen planting where required, and at least one generous side setback to enable the retention of trees and/or the planting and future growth of trees to maturity.</p> <p>Provide open or low scale front fences to allow a visual connection between landscaping in front gardens and street tree planting.</p>	<p>Variation A variation is sought to the front setback, given the sites uniquely shaped front boundary, the setback is considered reasonable</p> <p>✓ Principle met The existing frontage width pattern would not be significantly altered.</p> <p>✓ Principle met Setbacks would allow for tree planning.</p> <p>✓ Principle met No front fence is proposed.</p>
Private open space	<p>All residential developments should provide good quality, useable private open space for each dwelling directly accessible from the main living area.</p>	<p>✓ Principle met All dwellings would be provided with quality useable private open space.</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	<p>Ground level private open space areas should be able to accommodate boundary landscaping, domestic services and outdoor furniture so as to maximise the useability of the space.</p> <p>Private open space should be positioned to maximise solar access.</p> <p>Upper floor levels of the same dwelling should avoid encroaching secluded private open space areas to ensure the solar access, useability and amenity of the space is not adversely affected.</p> <p>Upper level dwellings should avoid encroaching the secluded private open space of a separate lower level dwelling so as to ensure good solar access and amenity for the lower level dwelling.</p>	<p>✓ Principle met Garden areas shown show that SPOS is a usable space for domestic services and outdoor furniture</p> <p>✓ Principle met Secluded private open spaces would be orientated to achieve ample solar access.</p> <p>✓ Principle met Upper levels would not encroach over ground floor open spaces of other dwellings</p> <p>✓ Principle met Upper levels would not encroach over ground floor open spaces of other dwellings.</p>
<p>Bulk & Built Form</p>	<p>All residential developments should respect the dominant façade pattern of the streetscape by:</p> <ul style="list-style-type: none"> Using similarly proportioned roof forms, windows, doors and verandahs; and Maintaining the proportion of wall space to windows and door openings. <p>Balconies should be designed to reduce the need for screening from adjoining dwellings and properties.</p> <p>The development of new dwellings to the rear of existing retained dwellings is discouraged where:</p> <ul style="list-style-type: none"> The siting of the retained dwelling would not enable an acceptable future site layout for either the proposed or future dwelling; or The retention of the existing dwelling detracts from the identified future character. <p>On sites adjacent to identified heritage buildings, infill development should respect the adjoining heritage by:</p> <ul style="list-style-type: none"> Not exceeding the height of the neighbouring significant building; Minimising the visibility of higher sections of the new building; and Setting higher sections back at least the depth of one room from the frontage. 	<p>Principle met The proposed dwellings are similar to streetscape in terms of proportion of the dominant façade.</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>No heritage building on the site or on adjoining land.</p>
<p>Site Design</p>	<p>Residential development should:</p> <p>Preserve the amenity of adjoining dwellings through responsive site design that considers the privacy, solar access and outlook of adjoining properties.</p>	<p>✓ Principle met Design is responsive to abutting lots.</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	<p>Maximise thermal performance and energy efficiency of the built form by addressing orientation, passive design and fabric performance</p> <p>Ensure that building height, massing articulation responds sensitively to existing residential interfaces, site circumstances, setbacks and streetscape and reduces the need for screening.</p> <p>Provide sufficient setbacks (including the location of basements) to ensure the retention of existing trees and to accommodate the future growth of new trees.</p> <p>Provide suitable storage provisions for the management of operational waste</p> <p>Appropriately located suitable facilities to encourage public transport use, cycling and walking.</p>	<p>✓ Principle met Large windows are proposed to enable thermal performance and lessen reliance on artificial heating and cooling</p> <p>✓ Principle met The development has provided habitable room windows facing away from any existing SPOS or habitable room windows on neighbouring lots and within the development to reduce the need for screening.</p> <p>✓ Principle met Trees are accommodated within the secluded private open spaces and front yards.</p> <p>✓ Principle met Storage areas are provided for each dwelling.</p> <p>✓ Principle met The site is well placed within proximity to public transport.</p>
<p>Materials & Finishes</p>	<p>Residential development should: Use quality, durable building materials and finishes that are designed for residential purposes.</p> <p>Avoid the use of commercial or industrial style building materials and finishes.</p>	<p>✓ Principle met The materials proposed are brick with render to first floors, with tiled roofing, which are durable and complementary to existing dwellings in the vicinity.</p> <p>✓ Principle met Materials are suited to residential developments.</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	<p>Avoid using materials such as rendered cement sheeting, unarticulated surfaces and excessive repetitive use of materials.</p> <p>Use a consistent simple palette of materials, colours finishes and architectural detailing.</p> <p>Maximise the ongoing affordability and sustainability of residential developments through the selection of low maintenance, resource and energy efficient materials and finishes that can be reasonably expected to endure for the life of the building.</p>	<p>✓ Principle met A mix of materials, finishes and articulates are proposed</p> <p>✓ Principle met The colour palette is of a consistent simple nature</p> <p>✓ Principle met The materials chosen are durable</p>
<p>Domestic services normal to a dwelling and Building services</p>	<p>In order to minimise the impact of domestic and building services on the streetscape, adjacent properties, public realm and amenity of future residents, new residential development should:</p> <p>Ensure that all domestic and building services are visually integrated into the design of the building and appropriately positioned or screened so as to not be seen from the street or adjoining properties.</p> <p>Be designed to avoid the location of domestic and building services:</p> <ul style="list-style-type: none"> • Within secluded private open space areas, including balconies; and • Where they may have noise impacts on adjoining habitable rooms and secluded private open space areas. 	<p>✓ Principle met</p> <p>✓ Principle met</p>
<p>Internal Amenity</p>	<p>Residential development should:</p> <p>Ensure that dwelling layouts have connectivity between the main living area and private open space.</p> <p>Be designed to avoid reliance on borrowed light to habitable rooms.</p> <p>Ensure that balconies and habitable room windows are designed and located to reduce the need for excessive screening.</p> <p>Ensure that dwellings without ground level main living areas meet the Standards of Clauses 55.03-5, 55.04-1, 6 & 7, 55.05-3, 4 & 5.</p>	<p>✓ Principle met Living room and POS for each dwelling is connected.</p> <p>✓ Principle met Windows are provided to all habitable rooms and would not rely on borrow light.</p> <p>✓ Principle met Habitable rooms are orientated towards SPOS areas to reduce the need for screening.</p> <p>✓ Principle met</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 22.09-3.3 Design principles for Incremental Change Areas – General Residential Zone (GRZ)

Titles & Objectives	Principles	Principle met/Principle not met/NA
Preferred housing type	The preferred housing type for the Incremental Change Area is medium density.	<p>✓ Principle met The proposal is a medium density development.</p>
Building Height	The preferred maximum building height for land within the GRZ1 and GRZ2 is up to 2 storeys, including ground level.	<p>✓ Principle met The proposed development is 2 storey.</p>
Landscaping	Residential development should use landscaping to create a landscaped character, particularly canopy trees in front and rear gardens; and to protect the outlook of adjoining properties	<p>Conditional Compliance A landscaping plan will be required. Sufficient areas for landscaping provided on site.</p>
Setbacks, front boundary and width	Parking, paving and car access within the front boundary setback should be limited in order to maximise the opportunity for soft landscaping and prevent the over dominance of carports and garages in the street.	<p>✓ Principle met The proposal provides appropriate landscaping of the frontage, which reduces the visual impact on the streetscape.</p>
Private open space	Residential development should provide secluded private open space at the side or rear of each dwelling to avoid the need for excessive screening or high front fencing.	<p>✓ Principle met Each dwelling is provided with SPOS at the side of the site.</p>
Bulk & Built Form	Residential development should: Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;	<p>✓ Principle met The design of the development is well articulated and landscaping can include canopy trees at the front, side and rear of the site.</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

<p>✓ Principle met Upper levels would be tiered where the upper levels would be near the boundaries.</p>	
<p>✓ Principle met The amenity of the surrounding properties would not be impacted by the proposal. The dwelling at the rear is single storey.</p>	<p>Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;</p>
<p>✓ Principle met Private open spaces of the adjoining properties would not be impacted by the proposal, dwelling 5 at the rear of the site is single storey.</p>	<p>Position more intense and higher elements of built form towards the front and centre of a site, transitioning to single storey elements to the rear of the lot.</p>
<p>✓ Principle met Single storey dwelling to the rear of the site with the double storey dwellings at the front/middle of the site. The first floors are well recessed from neighbouring residential properties.</p>	<p>The rearmost dwelling on a lot should be single storey to ensure the identified future character of the area and the amenity of adjoining properties is respected by maximising landscaping opportunities and protecting adjoining private secluded open space. Two storey dwellings to the rear of a lot may be considered where:</p> <ul style="list-style-type: none"> • The visual impact of the building bulk does not adversely affect the identified future character of the area; • Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties; • The building bulk does not adversely affect the planting and future growth of canopy trees to maturity; • Sufficient side and rear boundary landscaping can be provided to screen adjoining properties; • Upper storey components are well recessed from adjoining sensitive interfaces.
<p>✓ Principle met The development would be provided with a mixed of materials and colours and is a high standard</p>	<p>Residential development should be well articulated through the use of contrast, texture, variation in forms, materials and colours.</p>

Note: Other requirements also apply. These can be found at the schedule to the applicable zone.

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

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 10 ELLT CRESCENT, NOBLE PARK
(PLANNING APPLICATION PLN20/0456)**

ATTACHMENT 4

CLAUSE 52.06 ASSESSMENT

PAGES 6 (including cover)

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

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 52.06-9 Design standards for car parking

Plans prepared in accordance with Clause 52.06-8 must meet the design standards of Clause 52.06-9, unless the responsible authority agrees otherwise. Design standards 1, 3, 6 and 7 do not apply to an application to construct one dwelling on a lot.

Design Standards	Assessment	Requirement met/Requirement not met/N/A
<p>Design standard 1 - Accessways</p>	<p>Accessways must:</p> <ul style="list-style-type: none"> • Be at least 3 metres wide. • Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide. • Allow vehicles parked in the last space of a dead-end accessway in public car parks to exit in a forward direction with one manoeuvre. • Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres. • If the accessway serves four or more car spaces or connects to a road in a Road Zone, the accessway must be designed to that cars can exit the site in a forward direction. • Provide a passing area at the entrance at least 5 metres wide and 7 metres long if the accessway serves ten or more car parking spaces and is either more than 50 metres long or connects to a road in Road Zone. • Have a corner splay or area at least 50 percent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent entry or exit lane where more than one lane is provided, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height. <p>If an accessway to four or more car parking spaces is from land in a Road Zone, the access to the car spaces must be at least 6 metres from the road carriageway.</p> <p>If entry to the car space is from a road, the width of the accessway may include the road.</p>	<p>✓ Standard met Existing crossovers to be used</p> <p>✓ Standard met</p> <p>N/A</p> <p>✓ Standard met</p> <p>✓ Standard met</p> <p>N/A</p> <p>✓ Standard met A notation has been included on the ground floor plan that all structures within the splay area would be no higher than 0.9m.</p> <p>N/A</p> <p>N/A</p>

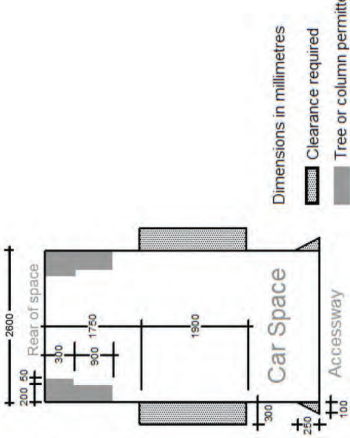
If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

<p>Design standard 2 – Car parking spaces</p>	<p>Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.</p> <p>Table 2: Minimum dimensions of car parking spaces and accessways</p> <table border="1"> <thead> <tr> <th>Angle of car parking spaces to access way</th> <th>Accessway width</th> <th>Car space width</th> <th>Car space length</th> </tr> </thead> <tbody> <tr> <td>Parallel</td> <td>3.6 m</td> <td>2.3 m</td> <td>6.7 m</td> </tr> <tr> <td>45°</td> <td>3.5 m</td> <td>2.6 m</td> <td>4.9 m</td> </tr> <tr> <td>60°</td> <td>4.9 m</td> <td>2.6 m</td> <td>4.9 m</td> </tr> <tr> <td>90°</td> <td>6.4 m</td> <td>2.6 m</td> <td>4.9 m</td> </tr> <tr> <td></td> <td>5.8 m</td> <td>2.8 m</td> <td>4.9 m</td> </tr> <tr> <td></td> <td>5.2 m</td> <td>3.0 m</td> <td>4.9 m</td> </tr> <tr> <td></td> <td>4.8 m</td> <td>3.2 m</td> <td>4.9 m</td> </tr> </tbody> </table> <p><i>Note to Table 2: Some dimensions in Table 2 vary from those shown in the Australian Standard AS2890.1-2004 (off street). The dimensions shown in Table 2 allocate more space to aisle widths and less to marked spaces to provide improved operation and access. The dimensions in Table 2 are to be used in preference to the Australian Standard AS2890.1-2004 (off street) except for disabled spaces which must achieve Australian Standard AS2890.6-2009 (disabled).</i></p>	Angle of car parking spaces to access way	Accessway width	Car space width	Car space length	Parallel	3.6 m	2.3 m	6.7 m	45°	3.5 m	2.6 m	4.9 m	60°	4.9 m	2.6 m	4.9 m	90°	6.4 m	2.6 m	4.9 m		5.8 m	2.8 m	4.9 m		5.2 m	3.0 m	4.9 m		4.8 m	3.2 m	4.9 m	<p>✓ Standard met</p>
Angle of car parking spaces to access way	Accessway width	Car space width	Car space length																															
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ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

<p>✓ Standard met Proposed garages provided would have sufficient internal clearance and not obstructed.</p>	<p>A wall, fence, column, tree, tree guard or any other structure that abuts a car space must not encroach into the area marked 'clearance required' on Diagram 1, other than:</p> <ul style="list-style-type: none"> • A column, tree or tree guard, which may project into a space if it is within the area marked 'tree or column permitted' on Diagram 1. • A structure, which may project into the space if it is at least 2.1 metres above the space. <p>Diagram 1 Clearance to car parking spaces</p>  <p>Dimensions in millimetres ■ Clearance required ■ Tree or column permitted</p>
<p>✓ Standard met</p>	<p>Car spaces in garages or carports must be at least 6 metres long and 3.5 metres wide for a single space and 5.5 metres wide for a double space measured inside the garage or carport.</p>
<p>✓ Standard met</p>	<p>Where parking spaces are provided in tandem (one space behind the other) an additional 500mm in length must be provided between each space.</p>
<p>✓ Standard met</p>	<p>Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.</p>
<p>✓ Standard met</p>	<p>Disabled car parking spaces must be designed in accordance with Australian Standard AS2890.6-2009 (disabled) and the Building Code of Australia. Disabled car parking spaces may encroach into an accessway width specified in Table 2 by 500mm.</p>

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Design standard 3: Gradients	<p>Accessway grades must not be steeper than 1:10 (10 per cent) within 5 metres of the frontage to ensure safety for pedestrians and vehicles. The design must have regard to the wheelbase of the vehicle being designed for; pedestrian and vehicular traffic volumes; the nature of the car park; and the slope and configuration of the vehicle crossover at the site frontage. This does not apply to accessways serving three dwellings or less.</p> <p>Ramps (except within 5 metres of the frontage) must have the maximum grades as outlined in Table 3 and be designed for vehicles travelling in a forward direction.</p>	<p>✓ Standard met</p>													
Table 3: Ramp gradients	<table border="1"> <thead> <tr> <th>Type of car park</th> <th>Length of ramp</th> <th>Maximum grade</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Public car parks</td> <td>20 metres or less</td> <td>1:5 (20%)</td> </tr> <tr> <td>longer than 20 metres</td> <td>1:6 (16.7%)</td> </tr> <tr> <td rowspan="2">Private or residential car parks</td> <td>20 metres or less</td> <td>1:4 (25%)</td> </tr> <tr> <td>longer than 20 metres</td> <td>1:5 (20%)</td> </tr> </tbody> </table>	Type of car park	Length of ramp	Maximum grade	Public car parks	20 metres or less	1:5 (20%)	longer than 20 metres	1:6 (16.7%)	Private or residential car parks	20 metres or less	1:4 (25%)	longer than 20 metres	1:5 (20%)	<p>N/A</p>
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	longer than 20 metres	1:6 (16.7%)													
Private or residential car parks	20 metres or less	1:4 (25%)													
	longer than 20 metres	1:5 (20%)													
	<p>Where the difference in grade between two sections of ramp or floor is greater than 1:8 (12.5 per cent) for a summit grade change, or greater than 1:6.7 (15 per cent) for a sag grade change, the ramp must include a transition section of at least 2 metres to prevent vehicles scraping or bottoming.</p>	<p>N/A</p>													
	<p>Plans must include an assessment of grade changes of greater than 1:5.6 (18 per cent) or less than 3 metres apart for clearances, to the satisfaction of the responsible authority.</p>	<p>N/A</p>													
Design standard 4: Mechanical parking	<p>Mechanical parking may be used to meet the car parking requirement provided:</p> <ul style="list-style-type: none"> At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle clearance height of at least 1.8 metres. Car parking spaces that require the operation of the system are not allowed to visitors unless used in a valet parking situation. The design and operation is to the satisfaction of the responsible authority. 	<p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>													
Design standard 5: Urban design	<p>Ground level car parking, garage doors and accessways must not visually dominate public space.</p> <p>Car parking within buildings (including visible portions of partly submerged basements) must be screened or obscured where possible, including through the use of occupied tenancies, landscaping, architectural treatments and artworks.</p>	<p>✓ Standard met The car parking would not dominate the street.</p> <p>✓ Standard met Car parking is integrated with the design of the buildings and would not be visually dominating.</p>													

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	Design of car parks must take into account their use as entry points to the site.	<p>✓ Standard met Proposed car parks are appropriate.</p> <p>✓ Standard met</p>
	Design of new internal streets in developments must maximise on street parking opportunities.	<p>✓ Standard met</p>
Design standard 6: Safety	Car parking must be well lit and clearly signed.	<p>Conditional compliance Security lighting to be provided via permit conditions</p>
	The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.	<p>✓ Standard met The car spaces have natural surveillance from habitable room windows from the ground floors as well as from the first floor habitable room windows.</p>
	Pedestrian access to car parking areas from the street must be convenient.	<p>✓ Standard met Access to the car parking areas would be convenient from the street.</p>
	Pedestrian routes through car parking areas and building entries and other destination points must be clearly marked and separated from traffic in high activity parking areas.	<p>✓ Standard met Entries to dwellings are clearly visible and separated from the driveway.</p>
Design standard 7: Landscaping	The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.	<p>Conditional Compliance Landscaping plan required</p>
	Landscaping and trees must be planted to provide shade and shelter, soften the appearance of ground level car parking and aid in the clear identification of pedestrian paths.	<p>✓ Standard met</p>
	Ground level car parking spaces must include trees planted with flush grilles. Spacing of trees must be determined having regard to the expected size of the selected species at maturity.	<p>✓ Standard met</p>

**2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 10 ELLT CRESCENT, NOBLE PARK
(PLANNING APPLICATION PLN20/0456)**

ATTACHMENT 5

CLAUSE 55 ASSESSMENT

PAGES 31 (including cover)

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

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Assessment Table - Two or More Dwellings on a Lot and Residential Buildings (Clause 55)

Clause 55.02-1 Neighbourhood character objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B1	<p>The design response must be appropriate to the neighbourhood and the site.</p>	<p>✓ Standard met</p> <p>The proposed double storey form is considered appropriate for the site considering the followings:</p> <ul style="list-style-type: none"> The land is within a General Residential Zone and within an area designated for Medium Change under Clause 22.09. <p>The double storey built form is for the proposed dwellings at the front and middle of the lot with the single storey dwelling at the rear</p>
Decision Guidelines	<p>The proposed design response must respect the existing or preferred neighbourhood character and respond to the features of the site.</p>	<p>✓ Standard met</p> <p>The proposal is considered appropriate to the existing and preferred neighbourhood character of the area as mentioned above.</p>
Objectives	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The neighbourhood and site description.</p> <p>The design response.</p> <p>To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.</p> <p>To ensure that development responds to the features of the site and the surrounding area.</p>	<p>✓ Objective met</p>

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

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.02-2 Residential policy objectives

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B2	An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the development is consistent with any relevant policy for housing in the PPF and the LPPF, including the MSS and local planning policies.		<p>Standard met</p> <p>Proposal is consistent with relevant policies – 22.09 assessment attached.</p> <p>The application was accompanied by a written assessment of the proposal against the relevant PPF and Local Policies.</p>
Decision Guidelines	The PPF and the LPPF including the MSS and local planning policies.	The design response.	
Objectives	To ensure that residential development is provided in accordance with any policy for housing in the PPF and the LPPF, including the MSS and local planning policies.	To support medium densities in areas where development can take advantage of public and community infrastructure and services.	Objective met

Clause 55.02-3 Dwelling diversity objective

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B3	Developments of ten or more dwellings should provide a range of dwelling sizes and types, including: <ul style="list-style-type: none"> Dwellings with a different number of bedrooms. At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level. 		<p>Standard met</p> <p>The proposal consists of 5 dwellings: 4 x double storey and 1 x single storey</p>
Objective	To encourage a range of dwellings sizes and types in developments of ten or more dwellings.		Objective met

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.02-4 Infrastructure objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B4	<p>Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available.</p> <p>Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.</p>	<p>✓ Standard met Site is located in an established residential area</p> <p>✓ Standard met The proposal would provide landscaping to assist with water runoff as to not overload the existing infrastructure.</p>
Decision Guidelines	<p>In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure.</p> <p>The capacity of the existing infrastructure.</p> <p>In the absence of reticulated sewerage, the capacity of the development to treat and retain all wastewater in accordance with the SEPP (Waters of Victoria) under the EPA 1970.</p> <p>If the drainage system has little or no spare capacity, the capacity of the development to provide for stormwater drainage mitigation or upgrading of the local drainage system.</p>	<p>✓ Standard met No upgrading to services required</p>
Objectives	<p>To ensure development is provided with appropriate utility services and infrastructure.</p> <p>To ensure development does not unreasonably overload the capacity of utility services and infrastructure.</p>	<p>✓ Objective met</p>

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.02-5 Integration with the street objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B5	<p>Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.</p> <p>Developments should be oriented to front existing and proposed streets.</p> <p>High fencing in front of dwellings should be avoided if practicable.</p> <p>Development next to existing public open space should be laid out to complement the open space.</p>	<p>Standard met The development would have adequate link between the car spaces and dwellings.</p> <p>Standard met Each of the proposed dwellings are orientated to the street/ front of the site and all dwellings are easily identifiable from the street.</p> <p>Standard met No front fence</p> <p>N/A</p>
Decision Guidelines	<p>Any relevant urban design objective, policy or statement set out in this scheme. The design response.</p>	
Objective	<p>To integrate the layout of development with the street.</p>	<p>Objective met</p>

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.03-1 Street setback objective		Standard Met/Standard Not Met/NA															
Title & Objective	Standards	Variation															
Standard B6	<p>Walls of buildings should be set back from streets at least the distance specified in a schedule to the zone:</p> <p>RGZ: 5 metres or as per Table B1, whichever is the lesser.</p> <p>GRZ: 7.5 metres or as per Table B1, whichever is the lesser.</p> <p>NRZ: As per Table B1.</p> <p>Table B1 Street setback</p> <table border="1"> <thead> <tr> <th>Development context</th> <th>Minimum setback from front street (metres)</th> <th>Minimum setback from a side street (metres)</th> </tr> </thead> <tbody> <tr> <td>There is an existing building on both the abutting allotments facing the same street, and the site is not on a corner.</td> <td>The average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 9 metres, whichever is the lesser.</td> <td>Not applicable</td> </tr> <tr> <td>There is an existing building on one abutting allotment facing the same street and no existing building on the other abutting allotment facing the same street, and the site is not on a corner.</td> <td>The same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser.</td> <td>Not applicable</td> </tr> <tr> <td>There is no existing building on either of the abutting allotments facing the same street, and the site is not on a corner.</td> <td>6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.</td> <td>Not applicable</td> </tr> <tr> <td>The site is on a corner.</td> <td>If there is a building on the abutting allotment facing the front street, the same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. If there is no building on the abutting allotment facing the front street, 6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.</td> <td>Front walls of new development fronting the side street of a corner site should be setback at least the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 3 metres, whichever is the lesser. Side walls of new development on a corner site should be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 2 metres, whichever is the lesser.</td> </tr> </tbody> </table>	Development context	Minimum setback from front street (metres)	Minimum setback from a side street (metres)	There is an existing building on both the abutting allotments facing the same street, and the site is not on a corner.	The average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 9 metres, whichever is the lesser.	Not applicable	There is an existing building on one abutting allotment facing the same street and no existing building on the other abutting allotment facing the same street, and the site is not on a corner.	The same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser.	Not applicable	There is no existing building on either of the abutting allotments facing the same street, and the site is not on a corner.	6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.	Not applicable	The site is on a corner.	If there is a building on the abutting allotment facing the front street, the same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. If there is no building on the abutting allotment facing the front street, 6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.	Front walls of new development fronting the side street of a corner site should be setback at least the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 3 metres, whichever is the lesser. Side walls of new development on a corner site should be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 2 metres, whichever is the lesser.	<p>A minimum front setback of 4 metres is proposed. The site is within a GRZ</p>
Development context	Minimum setback from front street (metres)	Minimum setback from a side street (metres)															
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ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme. The design response. Whether a different setback would be more appropriate taking into account the prevailing setbacks of existing buildings on nearby lots. The visual impact of the building when viewed from the street and from adjoining properties. The value of retaining vegetation within the front setback.</p>
<p>Objective</p>	<p>Objective met Whilst a variation is proposed to the front setback, given the existing site constraints in terms of the shape of the lot which has a V shaped frontage to Ellt Crescent, the variation is considered reasonable to allow.</p>

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.03-2 Building height objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B7</p>	<p>The maximum building height should not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land.</p> <p>RGZ: 13.5 metres discretionary maximum (refer Clause 32.07-8 for details)</p> <p>GRZ: 11 metres / 3 storeys mandatory maximum (refer Clause 32.08-9)</p> <p>NRZ: 9 metres / 2 storeys mandatory maximum (refer Clause 32.09-9)</p> <p>If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres, unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum building height should not exceed 10 metres.</p> <p>Changes of building height between existing buildings and new buildings should be graduated.</p>	<p>✓ Standard met</p> <p>Maximum height 8.31m</p> <p>N/A</p> <p>✓ Standard met</p> <p>The proposed first floors would be generally recessed from the ground floors with a single storey dwelling to the rear of the site to provide a transition of single storey element to the surrounding developments.</p>
<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>Any maximum building height specified in the zone, a schedule to the zone or an overlay applying to the land.</p> <p>The design response.</p> <p>The effect of the slope of the site on the height of the building.</p> <p>The relationship between the proposed building height and the height of existing adjacent buildings.</p> <p>The visual impact of the building when viewed from the street and from adjoining properties.</p>	
<p>Objective</p>	<p>To ensure that the height of buildings respects the existing or preferred neighbourhood character</p>	<p>✓ Objective met</p>

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.03-3 Site coverage objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B8</p>	<p>The site area covered by buildings should not exceed:</p> <ul style="list-style-type: none"> The maximum site coverage specified in a schedule to the zone, or If no maximum site coverage is specified in a schedule to the zone, 60 per cent. <p>RGZ1: 70% RGZ2: 70% RGZ3: 70% GRZ1: 60% (none specified) GRZ2: 60% (none specified) NRZ1: 50%</p>	<p>Standard met Total site Area = 1289 sqm Proposed site coverage is 42.62%</p>
<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development or the features of the site.</p> <p>The site coverage of adjacent properties</p> <p>The effect of the visual bulk of the building and whether this is acceptable in the neighbourhood.</p>	
<p>Objective</p>	<p>To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.</p>	<p>Objective met</p>

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.03-4 Permeability objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B9</p>	<p>The site area covered by the pervious surfaces should be at least:</p> <ul style="list-style-type: none"> The minimum areas specified in a schedule to the zone, or If no minimum is specified in a schedule to the zone, 20 per cent of the site. <p><u>RGZ1</u>: 20% <u>RGZ2</u>: 20% (<i>none specified</i>) <u>RGZ3</u>: 20% (<i>none specified</i>) <u>GRZ1</u>: 30% <u>GRZ2</u>: 20% (<i>none specified</i>) <u>NRZ1</u>: 40%</p>	<p>✓ Standard met Site Area = 1289 sqm Proposed permeability is 37.83%</p>
<p>Decision Guidelines</p>	<p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development.</p> <p>The capacity of the drainage network to accommodate additional stormwater.</p> <p>The capacity of the site to absorb run-off.</p> <p>The practicality of achieving the minimum site coverage of pervious surfaces, particularly on lots of less than 300 square metres.</p>	
<p>Objectives</p>	<p>To reduce the impact of increased stormwater run-off on the drainage system.</p> <p>To facilitate on-site stormwater infiltration.</p>	<p>✓ Objective met</p>

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.03-5 Energy efficiency objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B10</p>	<p>Buildings should be:</p> <ul style="list-style-type: none"> Oriented to make appropriate use of solar energy. Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced. <p>Living areas and private open space should be located on the north side of the development, if practicable.</p> <p>Developments should be designed so that solar access to north-facing windows is maximised.</p>	<p>Standard met</p> <p>The proposed secluded private open spaces and living areas of all dwellings is on the northern sides of the dwellings.</p> <p>The energy efficiency of existing dwellings on adjoining properties would not be unreasonably reduced.</p> <p>Standard met</p> <p>The proposed secluded private open spaces and living areas would have appropriate solar access.</p> <p>Standard met</p>
<p>Decision Guidelines</p>	<p>The design response.</p> <p>The size, orientation and slope of the lot.</p> <p>The existing amount of solar access to abutting properties.</p> <p>The availability of solar access to north-facing windows on the site.</p>	
<p>Objectives</p>	<p>To achieve and protect energy efficient dwellings and residential buildings.</p> <p>To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.</p>	<p>Objective met</p>

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.03-6 Open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B11	If any public or communal open space is provided on site, it should: <ul style="list-style-type: none"> • Be substantially fronted by dwellings, where appropriate. • Provide outlook for as many dwellings as practicable. • Be designed to protect any natural features on the site. • Be accessible and useable. 	N/A The site does not adjoin a public open space. No communal open space is proposed or required.
Decision Guidelines	Any relevant plan or policy for open space in the SPPF and the LPPF, including the MSS and local planning policies. The design response.	
Objective	To integrate the layout of development with any public and communal open space provided in or adjacent to the development.	✓ Objective met

Clause 55.03-7 Safety objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B12	Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways. Planting which creates unsafe spaces along streets and accessways should be avoided. Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways. Private spaces within developments should be protected from inappropriate use as public thoroughfares.	✓ Standard met Dwelling entrances are visible from the street/ shared driveway. ✓ Standard met Planting along accessways would not reduce visibility. Conditional compliance Security lighting can be required via amended plans. ✓ Standard met Internal boundary fencing has been provided
Decision Guidelines	The design response.	
Objectives	To ensure the layout of development provides for the safety and security of residents and property.	✓ Objective met

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.03-8 Landscaping objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B13</p>	<p>The landscape layout and design should:</p> <ul style="list-style-type: none"> • Protect any predominant landscape features of the neighbourhood. • Take into account the soil type and drainage patterns of the site. • Allow for intended vegetation growth and structural protection of buildings. • In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals. • Provide a safe, attractive and functional environment for residents. <p>Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.</p> <p>Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made</p> <p>The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.</p> <p>Development should meet any additional landscape requirements specified in a schedule to the zone.</p> <p>All schedules to all residential zones: "70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees."</p>	<p>Conditional compliance Indicative landscaping areas have been shown on the plans which incorporates landscaping within the front setback, along the driveway and within the secluded private open space of each dwelling.</p> <p>Conditional compliance Significant amount of replanting can be provided throughout the site to replace any lost vegetation and contribute to the landscaping characters of the street.</p> <p>Standard met No significant trees removed in last 12mths</p> <p>Conditional compliance Landscaping is indicatively shown within the front setback, along the driveway and within the secluded private open space of each dwelling.</p> <p>Conditional compliance 70% of the front setback, side and rear setbacks are able to be planted with substantial landscaping which can be addressed as a permit condition regarding a landscape plan.</p>
<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>Any relevant plan or policy for landscape design in the SPPF and the LPPF, including the MSS and local planning policies.</p> <p>The design response.</p> <p>The location and size of gardens and the predominant plant types in the neighbourhood.</p> <p>The health of any trees to be removed.</p>	

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	Whether a tree was removed to gain a development advantage.	
Objectives	To encourage development that respects the landscape character of the neighbourhood. To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance. To provide appropriate landscaping. To encourage the retention of mature vegetation on the site.	✓ Objective met

Clause 55.03-9 Access objective

Standards		Standard Met/Standard Not Met/NA
Title & Objective		
Standard B14	<p>The width of accessways or car spaces should not exceed:</p> <ul style="list-style-type: none"> • 33 per cent of the street frontage, or • if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage. <p>No more than one single-width crossover should be provided for each dwelling fronting a street.</p> <p>The location of crossovers should maximise retention of on-street car parking spaces.</p> <p>The number of access points to a road in a Road Zone should be minimised.</p> <p>Developments must provide for access for service, emergency and delivery vehicles.</p>	<p>✓ Standard met Accessways should not exceed 8.73 metres. The existing and proposed are a total of 6.2 metres</p> <p>✓ Standard met</p> <p>✓ Standard met On street parking is not impacted.</p> <p>N/A</p> <p>✓ Standard met The proposed accessway is adequate in size for service, emergency and delivery vehicles.</p>
Decision Guidelines	<p>The design response.</p> <p>The impact on neighbourhood character.</p> <p>The reduction of on-street car parking spaces.</p> <p>The effect on any significant vegetation on the site and footpath.</p>	
Objectives	To ensure the number and design of vehicle crossovers respects the neighbourhood character.	✓ Objective met

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.03-10 Parking location objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B15</p>	<p>Car parking facilities should:</p> <ul style="list-style-type: none"> • Be reasonably close and convenient to dwellings and residential buildings. • Be secure. • Be well ventilated if enclosed. <p>Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.</p>	<p>Standard met Garages & parking spaces would be located adjacent to the dwelling entries.</p> <p>Standard met All habitable room windows adjacent to the shared driveway are setback 1.5m</p>
<p>Decision Guidelines</p>	<p>The design response.</p>	
<p>Objectives</p>	<p>To provide convenient parking for residents and visitors vehicles. To protect residents from vehicular noise within developments.</p>	<p>Objective met</p>

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.04-1 Side and rear setbacks objective		Standard Met/Standard Not Met/NA
<p>Title & Objective</p> <p>Standard B17</p>	<p>Standards</p> <p>A new building not on or within 200mm of a boundary should be setback from side or rear boundaries:</p> <ul style="list-style-type: none"> At least the distance specified in a schedule to the zone, or <p>NRZ1: "A building wall opposite an area of secluded private open space or a window to a living room of an existing dwelling should be setback a minimum of 2 metres."</p> <ul style="list-style-type: none"> If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. <p>Diagram B1 Side and rear setbacks</p> <p>The diagram illustrates a lot boundary with various setbacks. On the left side, there is a setback of 8.6m. Moving right, there are setbacks of 4.1m, 3.1m, 2m, and 1m. On the right side, there are setbacks of 3.6m (max) and 3.2m (av). The total width of the lot is 13.5m. The diagram also shows a dashed line representing the lot boundary and a solid line representing the building footprint.</p>	<p>Standard met</p> <p>✓ Standard met</p> <p>All side and rear setbacks comply with the standards</p>
	<p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes,</p>	<p>✓ Standard met</p>

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	<p>domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the setbacks of this standard.</p> <p>Landings having an area of not more than 2 square metres and less than 1 metre high, stairways, ramps, pergolas, shade sails and carports may encroach into the setbacks of this standard.</p>	<p>There are no encroachments more than 0.5m into the setback area.</p> <p>✓ Standard met There are no landings that encroach into the setback standard more than 2sqm and 1m high.</p>
<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The impact on the amenity of the habitable room windows and secluded private open space of existing dwellings.</p> <p>Whether the wall is opposite an existing or simultaneously constructed wall built to the boundary.</p> <p>Whether the wall abuts a side or rear lane.</p>	
<p>Objectives</p>	<p>To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p>	<p>✓ Objective met</p>

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.04-2 Walls on boundaries objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B18</p>	<p>A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary:</p> <ul style="list-style-type: none"> • For a length of more than the distance specified in the schedule to the zone; or • If no distance is specified in a schedule to the zone, for a length of more than: <ul style="list-style-type: none"> - 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or - Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater. <p>A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property.</p> <p>A building on a boundary includes a building set back up to 200mm from a boundary.</p>	<p>Standard met</p> <p>The development proposes to construct the garage wall of dwelling 1 on the side boundary. The wall is reasonable and meet the standard.</p> <p>N/A</p> <p>Standard met</p> <p>Standard met</p> <p>Maximum wall height is 3.2 metres</p>
<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The extent to which walls on boundaries are part of the neighbourhood character.</p> <p>The impact on the amenity of existing dwellings.</p> <p>The opportunity to minimise the length of walls on boundaries by aligning a new wall on a boundary with an existing wall on a lot of an adjoining property.</p> <p>The orientation of the boundary that the wall is being built on.</p> <p>The width of the lot.</p> <p>The extent to which the slope and retaining walls or fences reduce the effective height of the wall.</p> <p>Whether the wall abuts a side or rear lane.</p> <p>The need to increase the wall height to screen a box gutter.</p>	

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<p>Objectives</p>	<p>To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p>	<p>✓ Objective met</p>
<p>Clause 55.04-3 Daylight to existing windows objective</p>		
<p>Title & Objective</p>		
<p>Standard B19</p>	<p>Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.</p> <p>Walls or carports more than 3 metres in height opposite an existing habitable room window should be set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.</p>	<p>Standard Met/Standard Not Met/NA</p> <p>✓ Standard met Light courts of habitable room windows on the adjoining properties would not be impacted by the proposal.</p> <p>✓ Standard met Existing habitable room windows on adjoining properties would not be impacted by the proposal.</p>
<p>Diagram B2 Daylight to existing windows</p>		
<p>Decision Guidelines</p>	<p>The design response.</p> <p>The extent to which the existing dwelling has provided for reasonable daylight access to its habitable rooms through the siting and orientation of its habitable room windows.</p> <p>The impact on the amenity of existing dwellings.</p> <p>To allow adequate daylight into existing habitable room windows.</p>	<p>✓ Objective met</p>

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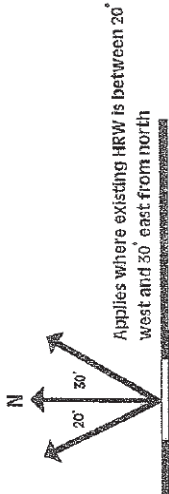
2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.04-4 North-facing windows objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B20</p>	<p>If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres, for a distance of 3 metres from the edge of each side of the window.</p> <p>Diagram B3 North-facing windows</p> <p>Diagram B3 North-facing windows</p> <p>The diagram illustrates the setback requirements for a north-facing habitable room window. A vertical line represents the 'SOUTH BOUNDARY'. A window is shown with a height of 8.6m. The setback from the boundary is 3m. The diagram shows setbacks of 1m, 2m, 1.1m, 1m, 4.1m, 5.1m, 3.3m, 6.9m, 8m, and 9m for different window heights. A dashed line indicates the 30-degree orientation of the window axis.</p>	<p>Standard met</p> <p>The proposal provides adequate setbacks from the southern boundary to ensure there is no significant increased overshadowing on any northern facing adjoining habitable room windows..</p>
	<p>A north facing window is a window with an axis perpendicular to its surface orientated north 20 degrees west to north 30 degrees east.</p>	

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	 <p>Applies where existing HRW is between 20° west and 30° east from north</p>	
Decision Guidelines	<p>The design response. Existing sunlight to the north-facing habitable room window of the existing dwelling. The impact on the amenity of existing dwellings.</p>	
Objective	<p>To allow adequate solar access to existing north-facing habitable room windows.</p>	<p>✓ Objective met</p>

Clause 55.04-5 Overshadowing open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B21	<p>Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with a minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9am and 3pm on 22 Sept.</p> <p>If existing sunlight to the secluded private open space of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced.</p>	<p>✓ Standard met The proposed development has provided reasonable setbacks from neighbouring dwellings to the sides, which indicates minor overshadowing will occur. The applicant has provided overshadowing diagrams to indicate compliance.</p> <p>✓ Standard met</p>
Decision Guidelines	<p>The design response. The impact on the amenity of existing dwellings. Existing sunlight penetration to the secluded private open space of the existing dwelling. The time of day that sunlight will be available to the secluded private open space of the existing dwelling. The effect of a reduction in sunlight on the existing use of the existing secluded private open space.</p>	
Objective	<p>To ensure buildings do not significantly overshadow existing secluded private open space.</p>	<p>✓ Objective met</p>

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2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.04-6 Overlooking objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B22</p> <p>A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.</p> <p>Diagram B4 Overlooking open space</p>	<p>Standard met</p> <p>Obscure glazing provided to the relevant first floor habitable room windows.</p> <p>First Floor</p> <p>South East Elevation</p> <p>It is noted a number of first floor habitable room windows have not been screened on the south east elevation. The following is an assessment of these windows:</p> <ul style="list-style-type: none"> - Dwelling 2 Bed 1 – No screening required as the window does not have a direct view into adjoining SPOS or an existing habitable room window within 9 metres - Dwelling 3 Bed 1 – No screening required as the window does not have a direct view into adjoining SPOS or an existing habitable room window within 9 metres - Dwelling 4 Bed 3 – No screening required as the windows are setback 12.5 metres from the title boundary Bed 1 – Screening has been provided with obscure glazing of any part of the window 1.7 metres above finish floor level <p>North West Elevation</p> <ul style="list-style-type: none"> - Dwelling 1 No habitable room windows oriented to this interface - Dwelling 2 Bed 3 – No screening required as the window does not have a direct view into adjoining SPOS or an existing habitable room window within 9 metres - Dwelling 3 Bed 3 – No screening required as the window does not have a direct view into adjoining SPOS or an existing habitable room window within 9 metres - Dwelling 4 	

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	<p>A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:</p> <ul style="list-style-type: none"> • Offset a minimum of 1.5 metres from the edge of one window to the edge of the other. • Have sill heights of at least 1.7 metres above floor level. • Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level. • Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent. <p>Obscure glazing in any part of the window below 1.7 metres above floor level may be operable provided that there are no direct views as specified in this standard.</p> <p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> • Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels. • Permanent, fixed and durable. • Designed and coloured to blend in with the development. <p>The standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.</p>	<p>Bed 2 – Screening has been provided with obscure glazing of any part of the window 1.7 metres above finish floor level</p> <p>Ground Floor Boundary fences are sufficient in height.</p> <p>✓ Standard met</p>
	<p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> • Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels. • Permanent, fixed and durable. • Designed and coloured to blend in with the development. <p>The standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.</p>	<p>✓ Standard met</p> <p>N/A</p> <p>✓ Standard met Boundary fences are sufficient in height.</p>
<p>Decision Guidelines</p>	<p>The design response.</p> <p>The impact on the amenity of the secluded private open space or habitable room window.</p> <p>The existing extent of overlooking into the secluded private open space and habitable room window of existing dwellings.</p> <p>The internal daylight to and amenity of the proposed dwelling or residential building.</p> <p>To limit views into existing secluded private open space and habitable room windows.</p>	<p>✓ Objective met</p>

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.04-7 Internal views objective

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B23		Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development.	Standard met First floor windows are sited to prevent overlooking without the need for screening.
Decision Guidelines		The design response.	
Objective		To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.	Objective met

Clause 55.04-8 Noise impacts objectives

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B24		Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings. Noise sensitive rooms and secluded private open spaces of new dwellings and residential buildings should take into account of noise sources on immediately adjacent properties. Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.	Standard met No noisy machinery is proposed Standard met No noisy machinery is proposed N/A
Decision Guidelines		The design response.	
Objectives		To contain noise sources within development that may affect existing dwellings. To protect residents from external noise.	Objective met

Clause 55.05-1 Accessibility objective

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B25		The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.	Standard met The floor levels proposed are not excessive high and could be accessible to people with limited mobility.
Objective		To encourage the consideration of the needs of people with limited mobility in the design of developments.	Objective met

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.05-2 Dwelling entry objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B26	Entries to dwellings and residential buildings should: <ul style="list-style-type: none"> • Be visible and easily identifiable from streets and other public areas. • Provide shelter, a sense of personal address and a transitional space around the entry. 	✓ Standard met Dwelling entries would be visible from the street/ shared driveway.
Objective	To provide each dwelling or residential building with its own sense of identity.	✓ Objective met

Clause 55.05-3 Daylight to new windows objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B27	A window in a habitable room should be located to face: <ul style="list-style-type: none"> • An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or • A verandah provided it is open for at least on third of its perimeter, or • A carport provided it has two or more open sides and is open for at least on third of its perimeter. 	✓ Standard met Each habitable room window would face an outdoor space.
Decision Guidelines	The design response. Whether there are other windows in the habitable room which have access to daylight.	
Objective	To allow adequate daylight into new habitable room windows.	✓ Objective met

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.05-4 Private open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA																								
<p>Standard B28</p> <p>A dwelling or residential building should have private open space of an area and dimensions specified in a schedule to the zone.</p> <p>RGZ1: None specified</p> <p>RGZ2: "As per B28; or a balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from a living room."</p> <p>RGZ3: "As per B28; or a balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p> <p>GRZ1: "An area of 50 square metres of ground level, private open space, with an area of secluded private open space at the side or rear of the dwelling with a minimum area of 30 square metres and a minimum dimension of 5 metres and convenient access from a living room; or A balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p> <p>GRZ2: "As per the B28 40 sq m requirement, with the 25 sq m of secluded private open space at ground level having a minimum dimension of 5 metres; or A balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p> <p>NRZ1: "An area of 60 square metres of ground level, private open space, with an area of secluded private open space at the side or rear of the dwelling with a minimum area of 40 square metres with a minimum dimension of 5 metres and convenient access from a living room; or A balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p>	<p>Standard met</p> <p>All dwellings are provided with ground floor areas of POS/ SPOS</p> <table border="1" data-bbox="368 427 509 913"> <thead> <tr> <th>Dwelling</th> <th>Area of SPOS</th> <th>Dimension of SPOS</th> <th>Orientation of SPOS</th> </tr> </thead> <tbody> <tr> <td>Dwelling 1</td> <td>31.47sqm</td> <td>5.96m</td> <td>Northwest</td> </tr> <tr> <td>Dwelling 2</td> <td>50sqm</td> <td>5m</td> <td>Northwest</td> </tr> <tr> <td>Dwelling 3</td> <td>63.66sqm</td> <td>6.45m</td> <td>Northwest</td> </tr> <tr> <td>Dwelling 4</td> <td>73.24sqm</td> <td>5.05m</td> <td>Northwest</td> </tr> <tr> <td>Dwelling 5</td> <td>84.91sqm</td> <td>5.93m</td> <td>South/east</td> </tr> </tbody> </table>	Dwelling	Area of SPOS	Dimension of SPOS	Orientation of SPOS	Dwelling 1	31.47sqm	5.96m	Northwest	Dwelling 2	50sqm	5m	Northwest	Dwelling 3	63.66sqm	6.45m	Northwest	Dwelling 4	73.24sqm	5.05m	Northwest	Dwelling 5	84.91sqm	5.93m	South/east	<p>Standard Met/Standard Not Met/NA</p>
Dwelling	Area of SPOS	Dimension of SPOS	Orientation of SPOS																							
Dwelling 1	31.47sqm	5.96m	Northwest																							
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Dwelling 5	84.91sqm	5.93m	South/east																							

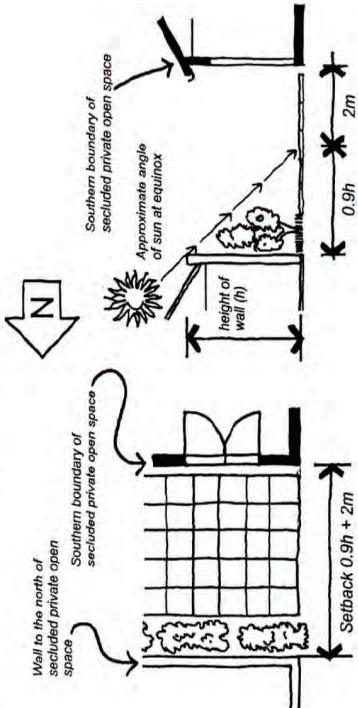
ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

	<p>If no area or dimensions are specified in a schedule to the zone, a dwelling or residential building should have private open space consisting of:</p> <ul style="list-style-type: none"> • An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or • A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or • A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room. <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>	N/A
Decision Guidelines	<p>The design response.</p> <p>The useability of the private open space, including its size and accessibility.</p> <p>The availability of and access to public or communal open space.</p> <p>The orientation of the lot to the street and the sun.</p>	
Objective	<p>To provide adequate private open space for the reasonable recreation and service needs of residents.</p>	<p>✓ Objective met</p>

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.05-5 Solar access to open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B29</p>	<p>The private open space should be located on the north side of the dwelling or residential building, if appropriate.</p>	<p>✓ Standard met The SPOS areas are located on the northern sides of the site</p>
<p>The southern boundary of secluded private open space should be set back from any wall on the north of the space at least $(2 + 0.9h)$ metres, where 'h' is the height of the wall.</p> <p>Diagram B5 Solar access to open space</p> 	<p>✓ Standard met</p>	
<p>Decision Guidelines</p>	<p>The design response. The useability and amenity of the secluded private open space based on the sunlight it will receive.</p>	
<p>Objective</p>	<p>To allow solar access into the secluded private open space of new dwellings and residential buildings.</p>	<p>✓ Objective met</p>

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.05-6 Storage objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B30	Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.	✓ Standard met
Objective	To provide adequate storage facilities for each dwelling.	✓ Objective met

Clause 55.06-1 Design detail objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B31	<p>The design of buildings, including:</p> <ul style="list-style-type: none"> • Façade articulation and detailing, • Window and door proportions, • Roof form, and • Verandahs, eaves and parapets, <p>should respect the existing or preferred neighbourhood character.</p> <p>Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</p>	<p>Standard Met</p> <p>✓ Standard met</p> <p>The proposal offers a respectful design that is in the preferred neighbourhood character. The materials, finishes, and colours of the dwellings are muted earthy tones.</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The effect on the visual bulk of the building and whether this is acceptable in the neighbourhood setting.</p> <p>Whether the design is innovative and of a high architectural standard.</p>	<p>✓ Standard met</p> <p>Garages would be integrated and articulated into the building elevations.</p> <p>Garages are located to the rear of the site and do not dominate the streetscape.</p>
Objective	To encourage design detail that respects the existing or preferred neighbourhood character.	✓ Objective met

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.06-2 Front fences objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA						
<p>Standard B32</p>	<p>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.</p> <p>A front fence within 3 metres of a street should not exceed:</p> <ul style="list-style-type: none"> The maximum height specified in a schedule to the zone, or <p><i>All schedules to all residential zones:</i></p> <p><i>“Maximum 1.5 metre height in streets in Road Zone Category 1 1.2 metre maximum height for other streets”</i></p> <ul style="list-style-type: none"> If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3. <p>Table B3 Maximum front fence height</p> <table border="1" data-bbox="555 891 671 1615"> <thead> <tr> <th>Street Context</th> <th>Maximum front fence height</th> </tr> </thead> <tbody> <tr> <td>Streets in a Road Zone, Category 1</td> <td>2 metres</td> </tr> <tr> <td>Other streets</td> <td>1.5 metres</td> </tr> </tbody> </table>	Street Context	Maximum front fence height	Streets in a Road Zone, Category 1	2 metres	Other streets	1.5 metres	<p>N/A no front fence</p> <p>N/A</p>
Street Context	Maximum front fence height							
Streets in a Road Zone, Category 1	2 metres							
Other streets	1.5 metres							
<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The setback, height and appearance of front fences on adjacent properties.</p> <p>The extent to which slope and retaining walls reduce the effective height of the front fence.</p> <p>Whether the fence is needed to minimise noise intrusion.</p>							
<p>Objective</p>	<p>To encourage front fence design that respects the existing or preferred neighbourhood character.</p>	<p>✓ Objective met</p>						

2.3.3 Town Planning Application - No. 10 Ellt Crescent, Noble Park (Planning Application PLN20/0456) (Cont.)

Clause 55.06-3 Common property objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B33	Developments should clearly delineate public, communal and private areas.	<p>Standard met Appropriate fencing has been including to delineate private areas.</p>
Objectives	Common property, where provided, should be functional and capable of efficient management.	<p>Standard met</p>
	To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.	<p>Objective met</p>
	To avoid future management difficulties in areas of common ownership.	

Clause 55.06-4 Site services objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B34	The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.	<p>Standard met Development is not built on the easements</p>
	Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.	<p>Standard met Bin storage areas have been annotated for each dwelling. Mailboxes have been annotated.</p>
	Bin and recycling enclosures should be located for convenient access by residents.	<p>Standard met Each dwelling would have access to the street from the bin storage area.</p>
Decision Guidelines	Mailboxes should be provided and located for convenient access as required by Australia Post.	<p>Standard met Mailboxes have been annotated along the front boundary and would be easily accessible by Australia Post.</p>
	The design response.	
Objectives	To ensure that site services can be installed and easily maintained.	<p>Objective met</p>
	To ensure that site facilities are accessible, adequate and attractive.	

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, Delegates and/or officers of the Greater Dandenong City Council. Questions must comply with s. 4.5.8 of Council's Governance Rules.

QUESTIONS FROM THE GALLERY

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

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

b) 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.

c) 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.

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

i) does not relate to a matter of the type described in section 3(1) of the Local Government Act 2020 (confidential information);

ii) does not relate to a matter in respect of which Council or a Delegated Committee has no power to act;

iii) is not defamatory, indecent, abusive or objectionable in language or substance, and is not asked to embarrass a Councillor, Delegated Member or Council officer; and

iv) is not repetitive of a question already asked or answered (whether at the same or an earlier meeting).

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

i) must advise the Meeting accordingly; and

3 QUESTION TIME - PUBLIC (Cont.)

- ii) will make the question available to Councillors or Members upon request.
- f) The Chairperson shall call on members of the gallery who have submitted an accepted question to ask their question verbally if they wish.
- g) The Chairperson, Chief Executive Officer or delegate may then direct that question to be answered by a nominated Councillor or member of Council staff.
- h) No debate on, or discussion of, a question or an answer will be permitted other than for the purposes of clarification.
- i) A Councillor, Delegated Committee Member or member of Council staff nominated to answer a question may:
 - i) seek clarification of the question from the person who submitted it;
 - ii) seek the assistance of another person in answering the question; and
 - iii) defer answering the question, so that the answer may be researched and a written response be provided within ten (10) working days following the Meeting (the question thereby being taken on notice).
- j) 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.
- k) 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 FINANCE AND BUDGET

4.1.1 Application for Loan Funding via the Community Infrastructure Loans Program

File Id:

Responsible Officer:

Director Corporate Services

Report Summary

In the second half of 2021, Council will commence the construction of the Keysborough South Community Hub.

The project, which has a total funding cost of \$15.780 million, will require a funding mix, part of which will be sourced via loan funding.

Council has an opportunity to source this loan funding via the State Government Community Infrastructure Loans Program which provides Council access to discounted interest rates and an interest rate subsidy from State Government. In order to make application for this program, Council needs to resolve its support for the loan application.

Recommendation Summary

This report recommends that resolves to support the making of an application for loan funding for \$6.1 million for the Keysborough South Community Hub under the State Government Community Infrastructure Loans Program.

4.1.1 Application for Loan Funding via the Community Infrastructure Loans Program (Cont.)

Background

The planned commencement for construction of the Keysborough South Community Hub is currently scheduled for July 2021 subject to the conclusion of the tender process.

The total project cost, exclusive of works previously carried out in respect of relocating the previous dog off leash area and the road network is \$15.780 million. This project will be funded from a variety of funding sources as tabulated below.

Funding Source	Amount \$'000s
Developer Contributions	6,505
Council Reserves	59
Government Grants	3,000
Council Rate Funds	96
Borrowings	6,120
Total	15,780

In terms of the borrowing component, Council can seek to undertake these borrowings independently. Another option for Council is to participate in the State Government Community Infrastructure Loans Program which has opened on 9 February 2021 and closes on 23 March 2021.

Under this program, a total amount of \$100 million has been allocated for Councils to apply to access loan funding.

Where applications are approved under the program, Councils will be able to access loan funds at Treasury Victoria's borrowing rates and receive a 50% subsidy of all interest payable under the loan.

Interest rates are subject to daily movement. Indicative rates were provided as at 25 November 2020 which highlighted a rate for a fixed term loan of ten years of 0.88%. Coupled with the 50% interest rate subsidy, this would bring the effective rate to Council down to 0.44%.

It is therefore considered beneficial for Council to participate in this scheme.

In order for an application to be lodged, Council must first resolve to support the loan application.

Proposal

This report recommends that resolves to support the making of an application for loan funding for \$6.1 million for the Keysborough South Community Hub under the State Government Community Infrastructure Loans Program.

4.1.1 Application for Loan Funding via the Community Infrastructure Loans Program (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'

Place

- *Appearance of Places* – Places and buildings

Opportunity

- *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:

Place

- A city planned for the future

Opportunity

- An open and effective Council

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

In previous funding models, Council had initially aimed to fund the \$6.1 million from its Major Projects Reserve Fund.

By utilising low interest rate loans available via the Community Infrastructure Loans Program this does however protect that Reserve level which assists Council in its funding model for other major projects such as the forthcoming replacement of Dandenong Oasis.

Council's Long Term Financial Strategy has factored in the borrowing costs associated with this report.

Consultation

No consultation has been undertaken with this report.

4.1.1 Application for Loan Funding via the Community Infrastructure Loans Program (Cont.)

Conclusion

As noted in the background to this report, the participation in the Community Infrastructure Loans Program is beneficial to Council from a financial management perspective.

Recommendation

That Council resolves to support the making of an application for loan funding for \$6.1 million for the Keysborough South Community Hub under the State Government Community Infrastructure Loans Program.

4.2 POLICY AND STRATEGY

4.2.1 Q2 Quarterly Performance Report

File Id:

Responsible Officer:

Director Corporate Services

Attachments:

Quarterly Performance Report 1 October – 31
December 2020
Financial Report 1 July – 31 December 2020

Report Summary

This report details Council's progress for the period 1 October to 31 December 2020 against performance targets outlined in the Council Plan 2017-21 and the Mid-Year Budget 2020-21.

Recommendation Summary

This report recommends that Council notes the achievements against the Council Plan indicators and the Mid-Year Budget for the period ending 31 December 2020.

4.2.1 Q2 Quarterly Performance Report (Cont.)

Background

Council adopted the Council Plan 2017-21 (Revised 2020) and Annual Plan 2020-21 on Monday 22 June 2020, and the Mid-Year Budget on Monday 14 December 2020.

The Council Plan 2017-21 outlines the vision and objectives of the current Council over the four years of its term in office. This document guides service delivery, innovation and good governance, and provides the foundation for the corporate planning framework for all business activities. The Council Plan also guides the budget, service delivery priorities and the continuous improvement of our services.

The Council Plan 2017-21 and Annual Budget 2020-21 are made available to residents through the Customer Service Centres, libraries and on Council's website at www.greaterdandenong.com

Progress against performance targets for the period 1 October to 31 December 2020 is outlined in two components of this report:

Part 1 – The Quarterly Performance Report details the achievements for the Council Plan Indicators from the Council Plan 2017-21.

Part 2 – The Financial Report is designed to inform Councillors of the results of operations for the period 1 July to 31 December 2020 including financial performance against the Mid-Year Budget adopted by Council on Monday 14 December 2020.

Part 1 and Attachment 1: Quarterly Performance Report for the period 1 October to 31 December 2020

Performance highlights against the Council Plan strategic objectives include:

A vibrant, connected and safe community

- Youth and Family Services engaged with 146 people in the COVID-19 research project.
- The Walk Against Family Violence was replaced this year with an online event focussing on the 16 Days of Activism.
- 21 of the actions from the Make Your Move Physical Activity 2020-30 are progressing well with only six to commence.
- Council's Carols event was held on 11 December as an online event, attracting an estimated 300 people.
- The Community Development Framework and Community Hubs Framework have been revised and will be out for public comment from 1-28 February.
- Council's draft Reconciliation Action Plan was endorsed by Council on 14 September.

A creative city that respects and embraces diversity

- 22 community arts participation opportunities were offered online and in person.

4.2.1 Q2 Quarterly Performance Report (Cont.)

- The 2020 Children's Forum was held online and attracted 126 children aged 7-12 from 17 local primary schools.
- Planning has commenced for the Springvale and District Historical Society to move into the Springvale Community Hub.

A healthy, liveable and sustainable city

- The 2020 tree planting program is complete and trees are now under maintenance.
- The draft Urban Forest Strategy is complete and due to go out for public comment in February.
- Six inspections have taken place of materials recycling and green waste processing sites.
- Implementation of the Climate Emergency Strategy and Action Plan has begun with a focus on Councillor and Officer climate change awareness training and capacity building for the internal Climate Emergency Implementation Group.

A city planned for the future

- The Springvale Community Hub community opening is scheduled for February.
- Detailed design of the Keysborough South Community Hub is nearing completion.
- The draft Business Case for the Dandenong Aquatic and Leisure Centre is complete.
- Council's advocacy to the State Government in regards to increasing access and availability of social housing stock has been successful. A \$5.3 billion Big Housing Build project has been announced to establish 12,000+ social and affordable properties across the state.
- Construction of the Greater Dandenong Gallery of Art has commenced.

A diverse and growing economy

- Eight virtual workshops were delivered as part of the Community Revitalisation project and the project has now been extended to 30 June 2021.
- Planning for the "Take A Swing" golf day event has continued and a soft launch is expected early February.
- 14 network activities were conducted with a total of 324+ participants.

An open and effective Council

- Council's social media platforms grew by 2.3 per cent.
- The Councillor Induction Program is 75 per cent complete with the remaining activities scheduled for early in quarter 3.
- The consultation process for the new Council Plan has continued with online activities and hard copy surveys. Face to face pop-up activities are scheduled for January now that COVID-19 restrictions have eased.

4.2.1 Q2 Quarterly Performance Report (Cont.)

Part 2 and Attachment 2: Financial Report for the period 1 July to 31 December 2020

The attached financial report is designed to inform Councillors of the results of operations for the period 1 July 2020 to 31 December 2020 including financial performance against the Mid-Year Budget adopted by Council on 14 December 2020.

The financial report incorporates a set of Financial Statements and a Directorate Analysis of financial performance by Business Unit. The following are contained in the Attachment:

- Income Statement
- Balance Sheet
- Cash Flow Statement
- Capital Expenditure Statement
- Capital Expenditure report
- Investment Report
- Directorate Analysis

Whilst the Financial Statements are prepared in accordance with Australian Accounting Standards, they contain several items which are “non-cash” in nature such as depreciation on assets and the written down (book) value of assets sold. They also exclude capital expenditure, new borrowings and loan repayments and as such, these Statements do not provide an accurate indication of the surplus/deficit cash position within a financial year.

The table on the following page provides a management accounting summary of the financial performance for the period 1 July 2020 to 31 December 2020 which removes non-cash items and adds back cash items that are excluded from the financial statements.

4.2.1 Q2 Quarterly Performance Report (Cont.)

Management Accounting Summary for the period 1 July 2020 to 31 December 2020

Description	YEAR TO DATE			FULL YEAR		
	ACTUAL \$'000	MID YEAR BUDGET \$'000	VARIANCE Fav(unfav) \$'000	MID YEAR BUDGET \$'000	ORIGINAL BUDGET \$'000	VARIANCE Fav(unfav) \$'000
Income Statement						
Income	102,642	101,921	721	236,013	226,225	9,788
Expenditure	88,675	96,593	7,918	213,023	196,467	(16,556)
Net surplus - ongoing operations	13,967	5,328	8,639	22,990	29,758	(6,768)
Management Accounting reconciliation						
<i>Add back (less) non cash items</i>						
Depreciation	16,148	16,148	-	32,308	31,433	875
Amortisation - right of use assets	291	291	-	581	-	581
Amortisation - intangible assets	30	30	-	60	-	60
Contributions non-monetary assets	(298)	(298)	-	(15,000)	(15,000)	-
Assets written off	178	-	178	-	-	-
Prior year capital expenditure unable to be capitalised	593	-	593	-	-	-
Written down value of assets sold/disposed	1,044	15	1,029	309	309	-
Sub total	17,986	16,186	1,800	18,258	16,742	1,516
Net operating surplus	31,953	21,514	10,439	41,248	46,500	(5,252)
<i>Add/less non operating cash items</i>						
Capital expenditure	25,105	25,323	218	81,831	43,705	(38,126)
Net transfers to (from) reserves	(3,107)	(3,106)	1	(13,240)	(331)	12,909
Repayment of borrowings	1,610	1,610	-	3,255	3,126	(129)
Repayment of lease liabilities	268	286	18	571	-	(571)
Sub total	23,876	24,113	237	72,417	46,500	(25,917)
Cash surplus (deficit)	8,077	(2,599)	10,676	(31,169)	-	(31,169)
Accumulated surplus brought forward	-	-	-	31,169	-	31,169
Surplus (deficit) position	8,077	(2,599)	10,676	-	-	-

Results for the period 1 July 2020 to 31 December 2020

The overall management accounting result (after removing non-cash items) for the period 1 July 2020 to 31 December 2020 shows a favourable variance between the budget and actual of \$10.68 million. The variance is mainly due to a favourable surplus from ongoing operations, caused by lower than anticipated operating expenditure.

Capital expenditure is \$218,000 lower than the year to date budget (with a further \$23.45 million committed at 31 December 2020).

4.2.1 Q2 Quarterly Performance Report (Cont.)

2020-21 Budget and the COVID-19 pandemic

Council's 2020-21 finances have been significantly impacted by COVID. In its original 2020-21 Budget, Council allocated \$4.6 million across various areas relating to adverse impacts, with a residual contingency remaining of approximately \$600,000.

A detailed review of additional COVID impacts and assumptions was performed during the Mid-Year Budget Review. This review found COVID stage four restrictions have had a significant adverse impact on Council, estimated at a further \$5.57 million. These COVID items, combined with other known adjustments since adoption of the 2020-21 Annual Budget were reflected in the Mid-Year Budget Review. In order to balance the 2020-21 Budget, capital project deferrals of \$4.40 million were included.

The financial impact of COVID will continue to be closely monitored and any permanent variances identified subsequent to the Mid-Year Budget Review will be reflected in the full year forecast. The forecast review is expected to be completed in March 2021.

INCOME

Income for the period ended 31 December 2020 is favourable against budget by \$721,000. This is primarily due to the following:

Grants – operating (\$1.13 million favourable) – Additional funding received for Family Day Care (offset by higher payments to educators, \$914,000) and Child First (\$188,000), combined with an unbudgeted grant from the Department of Environmental, Land, Water and Planning (will be offset by grant expenditure, relates to High Risk Waste Sites Local Government Capacity Building Grant \$224,000).

Other income (\$432,000 favourable) – Unanticipated car parking fringe benefits tax refund (Corporate Accounting \$262,000) and contributions for rectification works (Parks Services \$85,000), combined with higher than anticipated rental income to date (Property Management Administration \$78,000).

Statutory fees and fines (\$331,000 favourable) – Favourable variance due to better than anticipated parking infringement income (Parking Management \$303,000) and sub-divisions and plan checking income to date (Transport and Civil Development \$105,000). Both budgets were reduced in the Mid-Year Budget due to COVID impacts.

The above favourable variances in income are partly offset by an unfavourable variance in:

User fees (\$449,000 unfavourable) – Mainly due to a reduction in the Family Day Care (FDC) administration levy fee income caused by COVID which is offset by higher FDC grant subsidy income (Community Services \$329,000).

EXPENDITURE

Actual expenditure at 31 December 2020 against the budget is favourable by \$7.92 million. The major variances are in materials and services and employee costs.

4.2.1 Q2 Quarterly Performance Report (Cont.)

Materials and services (\$4.79 million favourable) – The major items contributing to this favourable variance are:

- Contract services (\$2.35 million) – mainly due to timing of works and delay in receipt of invoices in Roads and Drains and Waste Management, combined with a temporary reduction in services and expenditure in Building Maintenance due to COVID restrictions (Engineering Services \$2.78 million).

Employee costs (\$3.23 million favourable) – This favourable variance is mainly due to staff recruitment occurring later than planned combined with a delay in commencement and recruitment of grant funded projects (Community Services \$1.87 million, City Planning, Design and Amenity \$477,000, Working for Victoria Fund \$328,000, Engineering Services \$232,000 and Corporate Services \$209,000).

Of the \$3.23 million favourable variance across all directorates, \$1.73 million relates to grant funded programs which require an acquittal (Community Services \$1.40 million and Working for Victoria Fund \$328,000).

Other expenses (\$492,000 favourable) – Favourable variance due to delay in community grant funding agreements as a result of required COVID-19 clause adjustments (Community Services \$221,000), savings in Council's contribution to the Dandenong Night Market which has been cancelled due to COVID and delay in Council's Melbourne Food and Wine Festival contribution (Corporate Services \$117,000).

Capital expenditure

Total capital expenditure at 31 December 2020 was \$25.11 million. A further \$23.45 million was committed at the end of December. The capital works program comprises of asset renewal, expansion, upgrade and the investment in new assets.

Proposal

That Council notes the progress against performance targets outlined in the Council Plan 2017-21 for the period 1 October to 31 December 2020 and the Financial Report for the period 1 July to 31 December 2020.

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

4.2.1 Q2 Quarterly Performance Report (Cont.)

- *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

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

Related Council Policies

This report is in accordance with Council's policy of providing regular information and feedback to Council and the community about Council's financial position.

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.

4.2.1 Q2 Quarterly Performance Report (Cont.)

Financial Implications

The financial position of the Council will be monitored against the approved Mid-Year Budget to ensure that Council achieves its financial goals.

Consultation

The Chief Executive Officer, Directors and staff responsible for reporting were consulted. Council's Finance Department has prepared the financial statements and all other attachments with feedback from Business Unit Managers.

Conclusion

Greater Dandenong City Council provides a performance report against organisational objectives on a quarterly basis. The reporting procedures and systems in place provide Councillors and the community with the opportunity to monitor progress against Council Plan Indicators and the Annual Budget. This ensures that all resources are managed effectively and accountably. Council will be kept informed of the financial position on a quarterly basis, as is current practice.

Recommendation

That Council notes the progress against the performance targets outlined in the Council Plan 2017-21 for the period 1 October to 31 December 2020 and the financial report for the period 1 July to 31 December 2020.

4.2.1 Q2 Quarterly Performance Report (Cont.)

POLICY AND STRATEGY

Q2 QUARTERLY PERFORMANCE REPORT

ATTACHMENT 1

**QUARTERLY PERFORMANCE REPORT
1 OCTOBER – 31 DECEMBER 2020**

PAGES 53 (including cover)

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

4.2.1 Q2 Quarterly Performance Report (Cont.)

**Council Plan
Performance Report
Q2 2020-21**



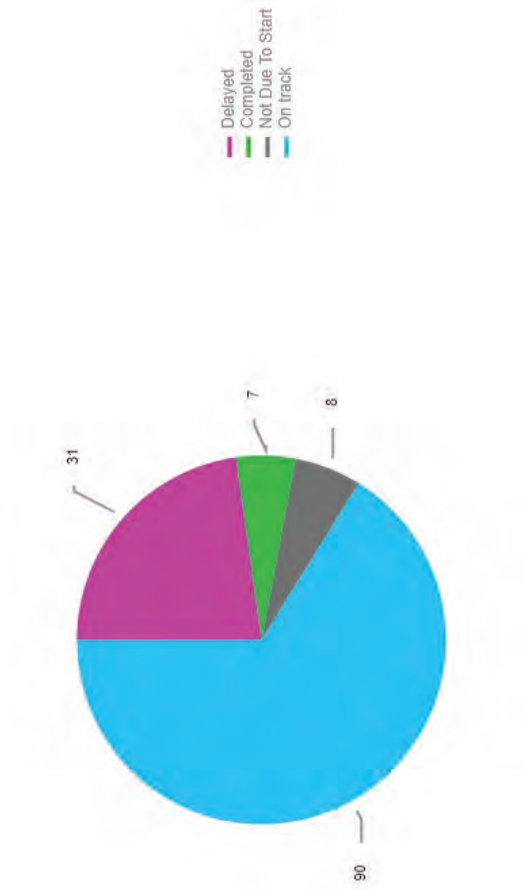
4.2.1 Q2 Quarterly Performance Report (Cont.)

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Q2 Performance Summary – 1 October – 31 December 2020



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ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)







Strategic Objective 1: A vibrant, connected and safe community
A city with high community participation

Priority	Action	Progress	Status
Advocate for increased employment opportunities, particularly for vulnerable community groups	Deliver initiatives which enhance the employment capability of young people	Youth and Family Services have delivered an online campaign to promote volunteering as a pathway to enhancing employability. During this quarter there were five posts, with a total reach of 1,434.	
Increase community participation in physical activity through our leisure, recreation and sports services	Develop and deliver a program of festivals and events across the City that are accessible and inclusive, financially and environmentally sustainable and contribute to the creativity and vibrancy of Greater Dandenong	Council's Carols event proceeded as scheduled on 11 December, for the first time as an online event. An estimated 300 people attended the live screening, not including repeat views available on YouTube. The 2020 New Years Eve event was cancelled due to COVID-19 restrictions and the inability to recreate the event experience online.	
	Develop female physical activities and sporting opportunities as part of the 'Make Your Move' Physical Activity Strategy	The 'This Girl Can' program has now concluded and the acquittal process is underway. The team, in conjunction with Darebin Council, developed two 30-minute printable flyer workouts for two female population groups (65+ years, and CALD). In addition to the progress made on the 'This Girl Can' program the Sport and Recreation team successfully delivered a six-week virtual movement program with Burke and Beyonds female disability group. The session was run for 45 minutes including 25 minutes of movement run by a YMCA personal trainer followed by a 15-minute Q&A with representatives of the South Side Flyers (Women's National Basketball League) on topics such as overcoming fears and tips to make exercise fun. The feedback from the groups was positive and the Sport and Recreation team will now work on further programs and activities for the next 6 months now that COVID-19 restrictions have eased.	

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ORDINARY COUNCIL MEETING - AGENDA



4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
Provide quality and affordable community facilities to enable effective programs and activities for all	<p>Implement the year one actions of the 'Make Your Move' Physical Activity Strategy</p> <p>Manage the new permanent Pop Up Park (constructed by Development Victoria)</p> <p>Review governance structures for kindergarten and child care provision across the municipality</p>	<p>Year one actions for the Make Your Move Physical Activity 2020-30 Strategy have commenced and are progressing well. 21 actions are in progress, one is on hold and six are yet to commence.</p> <p>The park has been handed over and final works to rectify a drainage issue have been completed. Sport and Recreation is now responsible under licence for the day to day management.</p> <p>Maddocks have been engaged to review service and license agreements as part of the governance review.</p> <p>Council officers have provided support to Harrisfield and Dandenong North Kindergartens who have struggled with good governance and having viable committees of management in 2020, this work will continue with the Department of Education and Training in 2021.</p>	<p></p> <p></p> <p></p>
Support agencies, schools, neighbourhood houses and community groups to work collaboratively to build resilience and social connectedness	<p>Develop an Informal Recreation Infrastructure Plan</p> <p>Develop and implement a governance framework that will guide engagement, support and business with community organisations</p> <p>Finalise the review of the Community Development Framework and Community Hub Framework</p>	<p>The draft plan is in the process of being updated to align with the recent Open Space Strategy reserve hierarchy and typology. In addition, discussions with the Open Space team will occur, along with community consultation being planned to be delivered in the next quarter.</p> <p>A project brief has been developed after engagement with relevant teams. A project scope and brief will be shared with Council for feedback prior to public consultation commencing in early 2021.</p> <p>The Community Development Framework and the Community Hubs Framework have now been revised and will be submitted for Public Exhibition from 1-28 February. Feedback will then be incorporated, and the frameworks submitted to Council for endorsement.</p>	<p></p> <p></p> <p></p>

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ORDINARY COUNCIL MEETING - AGENDA


4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	<p>Implement a new network approach to connect and build the capacity of Not for Profit agencies through corporate support and sponsorship</p> <p>Support young people to participate in civic and community activities which enhance leadership and personal development</p>	<p>Council has facilitated donations of food and material relief from 14 businesses to local relief organisations for distribution to the community. A framework for supporting the connect and build capacity of not for profit agencies through corporate support and sponsorship is under development.</p> <p>Youth and Family Services have continued to deliver programs online, including:</p> <ul style="list-style-type: none"> - Young Leaders program (9 sessions, 100 contacts) - Freeza Committee (8 sessions, 50 contacts) - Game On, online hangout space (4 sessions, 14 contacts) <p>A total of 146 contacts were engaged in the Youth and Family Services COVID-19 research project, through an online survey, focus groups or phone interview.</p> <p>The Young Leaders delivered the 'Healthy Minds, Healthy Lives' event online to 90 students at the Noble Park English Language School. The event promoted wellbeing strategies and ways for newly arrived young people to build connection with the local community.</p> <p>35 young people attended an online Youth Leadership Celebration during Victorian Youth Week, where their community involvement was formally recognised.</p>	<p></p> <p></p>

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ORDINARY COUNCIL MEETING - AGENDA


4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
<p>Support and promote volunteering through the Council volunteer program, Greater Dandenong Volunteer Resource Service and community groups</p>	<p>Continue to support, train and recognise Council volunteers through regular training and recognition events</p>	<p>Due to ongoing COVID-19 restrictions Council's volunteers remained inactive over this period with the exception of the Back Your Neighbour Campaign and Online Book Club. These two groups were able to successfully volunteer via virtual volunteering roles. Some Food Services volunteers recommenced with the service in December. Volunteers were offered online training opportunities to maintain skills/knowledge. A fortnightly VolunteerCorner Enews publication was developed to keep volunteers connected and informed. This has been well accessed and appreciated. A Volunteer Victoria State Award nomination for the Karma Knitters project was submitted in September, though not a winner the project was recognised for its positive impact. All Council Volunteers were sent a mayoral letter with a Dandenong Market \$25 gift voucher as a Christmas gift. This demonstrated Council's appreciation to the commitment of volunteers and anticipation of a successful return.</p>	

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ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)





Priority	Action	Progress	Status
	<p>Increase opportunities for volunteering within Council programs</p>	<p>New on lines roles such as Back your Neighbour and Online Book Club volunteers continued to successfully participate over this period. All other roles were suspended. A review of the current roles was conducted, and a summary of potential new volunteer opportunities post COVID-19 were submitted for consideration. These are:</p> <ul style="list-style-type: none"> -Alleviating Social Isolation - sharing a meal virtually with an older isolated person. -Human Book - improving the understanding of our diverse community virtual or one to one -Environmental/Citizen Scientist - parks and gardens area - virtual or in person -Sustainability and food security annual Spring fruit harvest sharing -Education support mobile information cabin sustainability/parks and gardens -Social Support - community bus driver for outings/transport for medical appointments -Karma Knitters Annual prewinter project for warm knitted goods to be distributed to vulnerable residents through selected local Not for Profit agencies. 	

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ORDINARY COUNCIL MEETING - AGENDA





4.2.1 Q2 Quarterly Performance Report (Cont.)

A safe community

Priority	Action	Progress	Status
Advocate for increased police resources for our city to assist with reducing crime	Assist Victoria Police with targeted enforcement of speeding and hoon behaviour, through ongoing liaison and data provision	Due to COVID-19 restrictions, Council was not requested to assist the police this quarter through the utilisation of the SAM trailer. Hooning and excessive speeding issues raised by the public were passed onto Victoria Police for enforcement.	
	Improve safety within the community by advocating for additional police resources and addressing identified hot spots while also continuing to monitor community perceptions	Council has received a DJCS grant to address crime and anti-social behaviour impacts in central Dandenong hotspot locations, in Boyd Lane, the Hemmings Street Precinct, Walker Street Car Park and the Springvale Hub. CCTV and security infrastructure will be installed, while community engagement activities and events to build social cohesion will be implemented through a collaborative approach between Council units and community agencies. The community consultation process for the Hemmings Street Precinct Draft Action Plan has received over 210 survey responses about perceptions of safety and opinions about the Plan. Online interview sessions were attended by AMES, Afri-Auscare and ASRC who have all offered to partner with Council and other stakeholders to implement the finalised Action Plan.	
Develop safe and well-designed public spaces which encourage public access	Develop and implement the Domestic Animal Management Plan 2020-21	Due to COVID-19, this action is currently delayed as the the updated DAMP is now not required to be completed until December 2021. Development of the updated DAMP, whilst begun, will ramp up in the first quarter of the 2021-22 reporting year.	
	Maintain the Safe City CCTV system in accordance with specified performance standards	Council's Safe City CCTV system is currently meeting all specified performance standards.	

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4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
Increase cyber safety awareness in the community	Review the Municipal Emergency Management Plan as part of ongoing continuous improvement activities	On 1 December 2020 new provisions in the Emergency Management Act 2013 came into effect which changed several requirements in relation to the MEMPC and MEMPC processes. As such now the MEMPC must update the MEMPC to align it with the new legislative requirements and submit this to the Regional Emergency Management Planning Committee (REMPC) in May 2021 for approval. The preparedness for this is underway and we have our next MEMPC meeting on 23 February so we can continue progressing the MEMPC update further.	
Increase cyber safety awareness in the community	Maintain eSmart Libraries accreditation to equip libraries and connect communities with the skills needed for smart, safe and responsive use of technology	Library Services continues to retain eSmart accreditation through ongoing education and information provision of cyber safety practices through Library programs, e-news and the Libraries' webpages.	
Promote gender equity, and support the right of women to engage and participate equally in all aspects of community life	Work with young people to address the impact of racism and discrimination	The November meeting of the Greater Dandenong Youth Network addressed the topic of racism and discrimination, with 78 youth work professionals in attendance. Presenters included the Centre for Multicultural Youth and Victorian Equal Opportunity and Human Rights Commission.	
Provide information on road laws and ensure road safety messages are culturally sensitive and available in languages other than English	In association with RoadSafe South East, continue to advocate for and promote the implementation of programs that address road laws and highlight the impact that alcohol and drugs (legal and illegal), fatigue, speed, hoon behaviour and distractions have on driving abilities	In addition, young people have been surveyed about their experiences of racism and discrimination as part of Youth and Family Services' localised COVID-19 research project. Some programs have switched to online delivery. Others have been delayed due to COVID-19 restrictions.	

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ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)





Priority	Action	Progress	Status
Support those experiencing family violence and work with agencies and Victoria Police to address the causes	Provide ongoing funds for local road safety treatments to address priority locations, where the greatest road safety risks are identified (via Council's Local Area Traffic Management prioritisation program)	Civil works of Local Area Traffic Management (LATM) treatments in Keysborough west were completed, with street light upgrades to occur in the next quarter.	
	Deliver support services for vulnerable families, including those experiencing or at risk of, family violence	Family Support engaged 78 families and 187 children, providing a total of 2,044 contact hours of support.	
	Host the 2020 Walk Against Family Violence	Due to COVID-19 restrictions the 2020 Walk Event was replaced for the first time by an online event focussing on the 16 Days of Activism. Resources developed from previous walk events were used to promote different themes over the course of the 16 Days which kicked off on White Ribbon Day in November 2020. Videos of previous speakers were edited and promoted on Council's social media channels over the period. Engagement with the community was achieved by encouraging photos to be posted and tagged to be shared amongst networks.	

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ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)




A well informed and connected community with improved health and wellbeing

Priority	Action	Progress	Status
Enhance the health and wellbeing of our community through key initiatives of the Community Wellbeing Plan	Continue to develop and implement an Anti-Poverty Collective Impact program with high community and cross Council departmental involvement	Recruitment for the Anti-poverty officer was finalised in early December and the officer has been supporting the Material Aid consortium emergency food relief work. A 'relief recipients' survey has been developed to understand the primary causes of relief need. This will be conducted with recipients January - February and results collated. The anti-poverty workshop with consortium partners did not take place in October and will be scheduled in February/March. An assessment of the Housing Strategy 2014-24 is complete and provides recommendations for a detailed review process.	
	Endorse and begin implementation of the next Reconciliation Action Plan	The draft Reconciliation Action Plan (RAP) was endorsed by Council at the 14 September Council meeting and forwarded to Reconciliation Australia (RA) for final comment and conditional endorsement. In late December, RA advised they have reviewed the plan against Innovate RAP requirements and there is minor feedback to incorporate prior to their endorsement. These adjustments have been made and the RAP is expected to be conditionally endorsed by late January. Recruitment for a RAP officer has commenced and an appointment is expected in late January.	
	Maintain food safety - inspect all registered food premises annually and report outcomes	A total of 265 (19 per cent) of the food premises received their annual inspection in Q2, with 91 per cent complying with food safety requirements. Due to the pandemic, inspection rates have been impacted.	
	Maintain food safety and public health standards - interact with other local authorities, Environmental Health Professionals Australia (EHPA), Municipal Association of Victoria (MAV), and State Government departments	During the pandemic, the public health unit has continued to represent CGD on a number of management teams including DHHS COVID incident management teams, working closely with DHHS and EACH on the High Risk Accommodation Response operation.	

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ORDINARY COUNCIL MEETING - AGENDA


4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	<p>Monitor adolescent immunisation rates and report on the number of adolescents immunised according to the National Immunisation Program (NIP) Secondary School Program</p>	<p>1,812 secondary school students were immunised. There was an increase in numbers on the previous quarter due to the timing of the Year 7 secondary school vaccine doses and catching up students not vaccinated earlier due to the COVID-19 pandemic school closures.</p>	
	<p>Monitor immunisation rates and report on the number of children and adolescents under 20 years of age immunised according to the National Immunisation Program (NIP)</p>	<p>578 children under 20 years were immunised (not including the secondary school program). Coverage rates for children under 5, measured as of 30 September 2020: 12 < 15 months 95.00 per cent fully covered; State coverage rate 95.30 per cent, 24 < 27 months 92.72 per cent fully covered; State coverage rate 93.90 per cent 60 < 63 months 95.60 per cent fully covered; State coverage rate 96.40 per cent.</p>	
	<p>Promote gender equity, and support the right of women to engage and participate equally in all aspect of community life</p>	<p>On 14 September Council endorsed nine grants totalling \$259,311 for the 2020-21 financial year for projects and activities that promote gender equity and support the right of women to engage and participate equally in all aspects of community life. Grant recipients have been engaged with to understand modifications to program delivery due to COVID-19.</p>	

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ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)



Priority	Action	Progress	Status
	<p>Report on services and initiatives targeting vulnerable people in the community who may be at risk of being unimmunised or under immunised</p>	<p>The COVID-19 outbreak has resulted in all existing programs being delivered via an appointment based immunisation service with social distancing, appropriate hygiene procedures and time limited appointments. This program includes services to refugees, asylum seekers and the socially disadvantaged. The Refugee Immunisation project aimed at creating better access to vaccination has been extended into the 2020-21 financial year, as has the program delivering immunisation to the Noble Park English Language School.</p>	

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ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)

Enhanced partnerships with agencies and stakeholder groups to deliver quality services

Priority	Action	Progress	Status
Provide community funding programs to increase capacity of strategic partners and community groups	Engage with and monitor organisations funded through the Community Partnership Funding and Sponsorship Program to ensure delivery of outcomes. Implement the endorsed recommendations of the Community Transport Review 2020 which aims to develop an improved Community Transport Program for older frail residents and residents with a disability to foster greater social connectedness and health and wellbeing	Funded agencies have been provided grant agreements and engaged with to report on the effect of COVID-19 on program delivery, including delays to implementation or changes to delivery to comply with COVID-19 safety requirements. Essential transport for vulnerable older people has continued throughout the COVID-19 restrictions. Implementation of the actions from the Community Transport report and new policy will be implemented as restrictions ease with additional shopping trips and the trial of the transport loop model planned.	 

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ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)

Strategic Objective 2: A creative city that respects and embraces its diversity
A city well known for working together with its community




Priority	Action	Progress	Status
Provide community members of all abilities and backgrounds with access to community and council information, services and events	Implement Year Four actions of the Disability Action Plan 2017-23	Medium term actions have been prioritised and the mid-term review of the Disability Action Plan will be presented at the next Disability Advisory Committee meeting as restrictions ease.	
	Implement Year Four actions of the Positive Ageing Strategy 2017-25	Medium term actions of the Positive Ageing Strategy have been prioritised with a particular focus on transport and social connection, however, COVID-19 restrictions have had a negative impact on the delivery of some of these actions whilst also providing the opportunity to implement unique programs like the Seniors Phone Chat group.	
Provide programs and events for people to participate in community activities and civic life	Monitor and analyse the recommendations of the Aged Care Quality and Safety Royal Commission final report due November 2020 with a view to preparing an Options Paper which identifies the possible impacts for older residents of Greater Dandenong and the role of Aged Services post June 2022	The Aged Care Quality and Safety Royal Commission final report is now due in February 2021 after being further delayed due to the COVID-19 pandemic. Community Care is maintaining awareness of the issues raised through the Royal Commission including the recent report on COVID-19 in aged care, via the MAV and of actions that other Councils are undertaking in order to prepare an options paper once the final report is available.	
	Facilitate the implementation of a new Children Youth and Family Strategy 2020-24 for children and families	A draft Children's plan and background information is in development.	

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ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)



A harmonious community that celebrates diversity

Priority	Action	Progress	Status
Advocate against all forms of discrimination	Continue to improve the inclusion, recognition and community understanding of the LGBTIQ community	<p>Greater Dandenong Council celebrated and supported local LGBTIQ+ artists and communities through exhibitions, performances, events and workshops during its inaugural <i>Unwrapped Festival</i> in November 2020.</p> <p><i>Unwrapped</i> delivered on a number of recommendations made by the LGBTIQ Council Report, including providing safe spaces for inclusion, self-expression and celebration of our LGBTIQ community members.</p> <p>Current attention is now on investigating Council involvement during the Melbourne Midsumma Festival, which may include Greater Dandenong Council representation at the annual Pride March in May 2021.</p> <p>Investigations are also underway with establishing an LGBTIQ Network with a southeast regional focus.</p>	
Advocate for and assist Asylum Seekers and Refugees living in the community	Continue to support the Back Your Neighbour campaign and the activities of the Local Government Mayoral Taskforce Supporting People Seeking Asylum	<p>Activity for the Back Your Neighbour campaign continued to highlight the impacts of COVID-19 on people seeking asylum with six separate Facebook posts and over 2,500 people following the page. An additional volunteer has been recruited who will focus on activation of a dedicated Twitter account. Advocacy for additional State Government funding was successful with \$3.9 million being allocated across Victoria to support people seeking asylum for this financial year.</p>	
	Deliver the Home exhibition and program that features artists from refugee backgrounds including people seeking asylum	This project was delivered in Q1.	

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ORDINARY COUNCIL MEETING - AGENDA



4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	Support implementation of yearly actions from the Greater Dandenong People Seeking Asylum and Refugee Action Plan 2018-21	At the December meeting of the Multicultural and People Seeking Asylum Advisory Committee the members provided activity updates from their respective sector areas and provided feedback and advice on several Part B Actions (Actions 1.2, 1.4, 2.1, 3.5, 5.5, 6.4) of the Greater Dandenong People Seeking Asylum and Refugee Action Plan 2018-21. Advice was recorded and efforts will continue to focus on commencing the remainder of the Part B Actions. The current progress report on the Part B Action Plan includes ten completed/ongoing actions, thirteen commenced actions, and seven not commenced. Part B action 1.3 Creation of a Multicultural Communities Network is on track for completion in early 2021, with the EOJ, Terms of Reference, and advertising having all been approved.	
Celebrate diversity through a range of cultural activities	Provide support and guidance to community organised festivals, events and cultural celebrations	Support and guidance were provided to the organisers of the Lions Summer Festival and Lunar New Year, Harmony Day and Drum Theatre events in Harmony Square. An event application for the MOSS Skate Fundraiser was facilitated. A quarterly eNewsletter to the local Event Organisers Network provided event related information to all groups, including a special edition explaining the COVIDSafe Events Framework.	

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4.2.1 Q2 Quarterly Performance Report (Cont.)

Increased participation in creative and cultural activities

Priority	Action	Progress	Status
Provide community arts participation for artists, residents and businesses through performances, exhibitions and programs	Deliver at least 12 arts and cultural heritage exhibitions and supporting programs annually through cultural facilities	Following the closure of arts venues due to COVID-19 all services in Q2 continued to be delivered digitally. This included two online exhibitions delivered by Arts and Cultural Development (Unwrapped LGBTQIA+ celebration and 9 by 5). Additional programming was delivered in association with the exhibitions - Unwrapped: Twelve supporting programs, including partnership offerings from HeadSpace, Chisholm TAFE and Connection Arts Space.	
	Deliver the 2020 Short Cuts Film Festival	This program has been delayed for consideration in early 2021 due to COVID-19 restrictions.	

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4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	Implement Year Five actions of the Greater Dandenong Arts and Cultural Heritage Strategy 2016-26	<p>Community Connection: Engagement with: - Aged Care facilities to participate in workshops and 9 by 5 - Community Groups: Noble Park Community Centre, CAS and SMRC.</p> <p>Cultural Destination: - Unwrapped festival presented online in collaboration with Libraries, Community Development and Partner Organisations.</p> <p>History and Heritage: - Greater Dandenong history book published and available to the public for loan or purchase.</p> <p>Cultural Venues: - Cultural venues closed due to COVID-19, services pivoted to offer engagement online - Continued the construction of the new Greater Dandenong Gallery of Art - Commenced community consultation for Creative Industry Space to repurpose the Precinct Energy Plant building.</p> <p>Partnerships and Evaluation: - An EOI was released to recruit new members to the Arts Advisory Board - The Drum Working Group continued to meet.</p>	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

ORDINARY COUNCIL MEETING - AGENDA



4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	<p>Present a season of professional performances consisting of varied genres for the Encore seniors program, family and children's program as well as general programming with broad appeal</p>	<p>Digital programming continued with 'Home Delivery' and 'Drum Theatre Digital'. Q2 saw a further delay in the programming and delivery of the professional season due to ongoing COVID-19 restrictions however planning has continued for Q3 and Q4.</p>	
	<p>Promote and support artists locally through engagement, networking, residency and development activities</p>	<ul style="list-style-type: none"> - Remote Writer in Residency linked to Springvale Community Hub implemented - Youth mentorship program with Yandell Waiton completed - Ongoing engagement with local schools network to develop a professional development program with arts education professionals - Supporting implementation of community grants outcomes, including development of partnership agreement with Sangam Festival. 	

 Delayed
  Completed
  Not Due To Start
  On track

ORDINARY COUNCIL MEETING - AGENDA



4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	<p>Promote greater artist engagement through The Drum's programs, performances and workshops</p>	<p>The Drum increased participation and engagement of local artists with onsite filmed and online projects including Home Delivery, MyVid and Pathways. 11 works were recorded, and 8 sessions published.</p> <p>Pathways was rehearsed at the Drum supporting South Asian artists to work with internationally renowned artists, and a performance filmed for Unwrapped a celebration of LGBTIQ+ Arts and Culture.</p> <p>Drum streamed two events online as part of the 2020 program including A Migrant Son for and A Very Aussie Christmas by Winding Road Productions for our Encore audience.</p> <p>Drum facilitated a large-scale projection artwork on the Walker St windows from local high school and tertiary students under the mentorship of established projection artist, Yandell Walton.</p>	
	<p>Provide 20 community arts participation opportunities for artists, residents and businesses through performance and exhibition programs and other projects</p>	<p>- 22 workshops were offered for community engagement both online and in person.</p> <p>- Additional engagement opportunities were offered including online Q&A's, webinars and curator talks.</p>	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

ORDINARY COUNCIL MEETING - AGENDA





4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
<p>Provide opportunities for children and young people to participate in civic and community activities</p>	<p>Host the 2020 Children's Forum</p>	<p>The 2020 Children's forum was held via Microsoft Teams on Thursday 29 October and 126 children aged 7-12 from 17 local primary attended. The children participated in scavenger hunts within their school, drawing competitions and a Virtual race around Greater Dandenong solving clues to find landmarks, and the winners of the children's festival story competitions were announced. Junior Mayor Sanjay hosted the forum, and members of the children's advisory group hosted workshops. Workshops were provided by Community Development facilitating children's input into the new Council plan, Libraries facilitating children's input into the library programs and website content, Revitalization and Place making facilitating children's input into laneways within CGD, Youth services, facilitating children's input into coping with stress, The Drum Theatre, facilitating children's input into programs and Waste Services facilitating children's input into educational programs.</p>	
<p>Record, protect and promote local heritage including support of the historical societies and Cultural Heritage Advisory Committee</p>	<p>Enhance Councils ability to store and protect the Citys heritage collections in collaboration with local historical societies</p>	<p>Planning has commenced for the Springvale and District Historical Society (SDHS) to move into the Springvale Community Hub. The COVID safe reopening of the Civic Archive is planned for Q3. Long-term and short-term archival and collection storage will continue to be assessed in consultation with the Historical Societies.</p>	

 Delayed
  Completed
  Not Due To Start
  On track







4.2.1 Q2 Quarterly Performance Report (Cont.)

Strategic Objective 3: A healthy, liveable and sustainable city
A city that delivers a clean and healthy environment for people to enjoy

Priority	Action	Progress	Status
Engage with the community to increase their awareness of the environment and sustainability	Develop and deliver a 2020-21 Waste Education Program	The 2020-21 Waste Education Plan was developed and is in place.	
	Implement the Greater Dandenong Plastics Policy	The COVID-19 pandemic has restricted its delivery and the introduction of a webinar style delivery for programs has been initiated and is currently under development for expansion. Work continues on the implementation of the Plastics Policy, with multiple meetings held with relevant internal Council units to discuss specific impacts and potential barriers or concerns. However, due to COVID 19 this has been delayed with many community organisations not operating. It is expected that implementation will occur at a more rapid pace in Q3 as relevant community organisations reopen.	
	Implement the Greater Dandenong Sustainability Strategy 2016-30 and undertake the five year review	The Sustainability Strategy continues to be progressively implemented, with several of the major deliverables now completed or commenced. The five year review is currently underway and is expected to be finalised in Q3.	
	Undertake the annual Sustainability Festival and Awards	Development of the Sustainability Festival (rebranded as Forever Fest) and Awards is progressing well and on track for delivery in May and June 2021, as expected. The detailed project brief has now been completed, and 90 per cent of the program has been scheduled.	

 Delayed  Completed  Not Due To Start  On track



4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
Improve diversion from landfill rates	In conjunction with the Metropolitan Waste Resource and Recovery Group, participate in the current EOI process and report back to Council at the key milestones that will inform the final tender stage.	Stage 2 of the Advanced Waste Processing Services procurement process is well advanced with preparations to conduct competitive dialogue with the 3 short-listed tenderers in early 2021. A briefing and formal report to Council will be provided in the first quarter of 2021 following the competitive dialogue stage.	
	Investigate the implications in implementing the Circular Economy Policy recommendations	A Waste Services briefing was provided to Council in August 2020 outlining a number of council initiatives aligned with the circular policy. Since that time a "Transition Plan" has been submitted to the State Government detailing councils plans to move to a FOGO service in April 2021 and a fourth bin for the collection of household glass in 2026.	
	Offer a Food Organics Garden Organics (FOGO) service to our community as a means to divert this valuable resource from landfill	Council is preparing for the introduction of FOGO in April 2021 with the development of a Communication and Engagement Plan, inclusive of a suite of letters for two mailouts to households planned for early 2021 and other collateral to generate awareness and understanding across the community.	
	Review the recycling charges, whilst considering opportunities to introduce an incentive for increased recycling	A preliminary investigation has been undertaken when developing the Long Term Financial Strategy (LTFS) estimates and will be refined as a part of the 2021-22 budget process.	
	Finalise the Urban Forest Strategy	A draft Urban Forest Strategy has been completed and presented to Councilors. It is due to go out for public consultation in February 2021.	
	Implement the Greater Dandenong Green Wedge Management Plan 2015-35	The implementation of the actions of the Greater Dandenong Green Wedge Management Plan 2015-35 are undertaken on an ongoing basis during the year.	
	Protect and enhance the ecological value of land within the municipality		

 Delayed
  Completed
  Not Due To Start
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	Implement Year Three of the Urban Tree Strategy 2018-23	The 2020 tree planting program is complete. Trees are now under maintenance. Due to COVID-19 restrictions community tree planting days have been cancelled and instead planting was undertaken by redeployed Council staff. Redeployed Council staff have finished tree planting and returned to their substantive positions.	
Provide proactive waste 'pick up' throughout the municipality combined with a public education campaign	Monitor materials recycling and green waste processing sites across the municipality	There were approximately six audits/inspections of recycling and green waste facilities. It is anticipated that this action plan will achieve further excellent results due to councils commitment to deliver the High Risk Waste Sites Local Government project plan. This action plan is in agreement with DELWP, the City of Casey and Kingston City Council.	

 Delayed
  Completed
  Not Due To Start
  On track


4.2.1 Q2 Quarterly Performance Report (Cont.)

A city that prepares for climate change

Priority	Action	Progress	Status
Develop and complete a Climate Change Strategy	Determine future approach re: ESD 2.0 (implementing zero carbon into the planning scheme)	This action will commence in February 2021 following the next meeting of CASBE, when next steps and timelines will be discussed.	
	Develop an Electric Vehicle Fleet Transition Plan	A specialist consultant is still to be appointed to prepare the Electric Vehicle Plan which is anticipated for completion during Q3 and Q4.	
	Embed climate emergency into decision making and governance processes	Work on embedding consideration of climate change into the Council Plan 2021-25 is underway. Preparation for and understanding of how a changing climate may impact both Council and the Greater Dandenong community in years to come is a key task, hence why incorporation into the Council Plan is so important. Sustainability Planning officers are working closely with the Council Plan team on development of this, and have involved members of the Greater Dandenong Community Sustainability Advisory Committee in the public consultation process. Further detailed development of relevant sustainability and environmental sections of the Council Plan will occur in Q3.	
	Finalise and begin implementing the Climate Change Strategy and Action Plan	Implementation of the Climate Emergency Strategy and Action Plan has now begun. The priority tasks for implementation in 2021 are a program of Council staff and Councillor climate change awareness training, development of a Community Engagement and Mobilisation Plan, and capacity building of Council's internal Climate Emergency Implementation Group which will provide manager oversight of implementation of other key activities across the entire organisation.	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track


4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
Ensure new street plantings are compatible with increasing average temperatures, whilst increasing canopy cover throughout the municipality	Commence the development of the Biodiversity Action Plan	Ecology Australia has undertaken an initial community consultation phase including surveys and workshops. Flora and fauna field surveys are also being undertaken, all of which will inform the Action Plan.	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

4.2.1 Q2 Quarterly Performance Report (Cont.)

A network of quality parks, reserves and sportsgrounds

Priority	Action	Progress	Status
Upgrade Council parks and reserves through the implementation of the Capital Improvement Program	Undertake Dandenong Park improvements as per the Dandenong Park Masterplan 2007	<p>Planned improvements for this year include completing the following elements; (noting that this is a multi year project)</p> <p>The current package of on ground works that consisted of the following elements have now been completed; New park furniture, picnic facilities, fitness equipment, walking paths, garden beds, refurbished "Rotary Water Wheel", tree planting, interpretive elements and signage have all been constructed and installed.</p> <p>The next phase of on ground works is to install a new irrigation system for the entire northern precinct of the park, these works are expected to be commence in March and be completed by the end of April.</p>	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)





Infrastructure that supports people and business

Priority	Action	Progress	Status
Increase the length and coverage of the shared path network	Deliver Council's Capital Works Program	The program is progressing well with two thirds of projects under construction or committed and about to start.	
	Enable and showcase the opportunity for social activity on local streets; for example street parties, temporary playgrounds and events	The likelihood of a roll out within 2020-21 has been reduced due to COVID-19, however the background documentation/process is well developed. The use of the process for extended outdoor dining has been popular with local businesses.	
	Finalise the Toilet Strategy to map out where there needs to be new or upgraded public toilets	The Public Toilet Strategy has been out for public consultation and responses are being compiled for presentation to Council.	
	Implement the Active Transport Infrastructure Priority Program improving pedestrian and cycling infrastructure	Design work is being undertaken for the Hammond Road path between Dalgety Street and Kirkham Road.	
	Undertake the road resurfacing program	This program is proceeding well with the return of contractors from the Christmas industry shut down.	

Delayed
 Completed
 Not Due To Start
 On track

4.2.1 Q2 Quarterly Performance Report (Cont.)

Strategic Objective 4: A city planned for the future
An adequate supply of residential, commercial and industrial development









Priority	Action	Progress	Status
Appropriately zone sufficient land for ongoing industrial growth and development in the city	Process the Planning Scheme Amendment for the Sandown Master Plan	The processing of the Planning Scheme Amendment for the Sandown Master Plan has been delayed pending the provision of further information by the Melbourne Racing Club.	
	Town Planning referral from Engineering. Compliance with statutory timeframes as defined by the Subdivision Act	Total applications received = 133, with a total of 122 completed within the required timeframe. Percentage completed = 92 per cent	
Undertake a review of the number of dwellings constructed in each residential zone to ensure the aims of the Municipal Housing Strategy are being met	Translate the existing Local Planning Policy Framework and Municipal Strategic Statement to the Planning Policy Framework in conjunction with DEWLP	The translation of the existing Local Planning Policy Framework and Municipal Strategic Statement to the Planning Policy Framework in conjunction with DEWLP is continuing to be delayed as Council waits on the provision of draft material by DELWP to commence the project.	
	Review the Greater Dandenong Housing Strategy	The review of the Greater Dandenong Housing Strategy is progressing with the recommendation on the proposed methodology for revision to be presented to the Executive Management Team in early 2021. The review of the number of dwellings constructed in each residential zone will occur after the methodology is agreed upon.	

 Delayed
  Completed
  Not Due To Start
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)

Assets planned to meet future community needs

Priority	Action	Progress	Status
Advocate for improved transport options	Develop a Multi Modal Transport Infrastructure Plan for Noble Park Activity Centre	A draft document is in preparation. External input from the Department of Transport is to be scheduled.	
	Finalise a Multi Modal Transport Infrastructure Plan for Dandenong Activity Centre	The Department of Transport work in this space has been delayed. In particular, a Movement and Place review.	
	Launch the Public Transport Advocacy Statement and advocate in accordance with the Statement	The statement has been launched and further advocacy in alignment with this will be scheduled with the new Council.	
Investigate the development of a municipal wide developer contributions plan for application to new development across the city	Complete the Springvale Community Hub Project	The Hub is completed with a few minor defects being attended to and a formal community opening scheduled for February.	
	Continue planning for a Dandenong Community Hub by developing the business case and concept plans	A project brief will be prepared for Concept Plans and a Business Case. The project is scheduled to be reviewed by Council in the first quarter of 2021. Pending that review, the project work still aims to be concluded by the end of the financial year.	
	Continue to advocate for the proposed Dandenong Sports and Events Centre, as south east Melbourne's home for elite sporting competitions, major events, concerts and community festivals	The Melbourne City Football Club relocation to south east Melbourne was announced. The next stage of planning for DSEC is proposed to take place in collaboration with Melbourne City FC and the Victorian Government.	
	Finalise the design and commence construction of the Keysborough South Community Hub	Detailed design is nearing completion and contract documentation is scheduled to commence in the coming weeks.	
	Review and implement the Municipal Early Years Infrastructure Plan to embed planning for three year old kindergarten	The development of Kindergarten infrastructure and services plans for 3 year old Kindergarten are still in progress with continued input from DET	

 Delayed
  Completed
  Not Due To Start
  On track


4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	Undertake detailed planning for the new Dandenong Aquatic and Leisure Centre in partnership with key stakeholders and in accordance with the Greater Dandenong Aquatic Strategy	A draft Business Case is complete.	

 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Q2 Quarterly Performance Report (Cont.)



Increased sustainability of residential, commercial, industrial and Council developments

Priority	Action	Progress	Status
Ensure that both private and new developments are site responsive, innovative, and achieve high quality urban design and environmentally sustainable outcomes	Increase access and availability of social housing stock in the municipality by activation of Council and community assets for delivery of social housing, and advocating for increased State and Federal Government provision	Council's (and other stakeholder) advocacy to the State Government has been successful with the State Budget announcement of a \$5.3 billion Big Housing Build to support the establishment of an additional 12,000+ social and affordable properties across the state.	

■ Completed
 ■ Not Due To Start
 ■ On track

4.2.1 Q2 Quarterly Performance Report (Cont.)

Quality public open space provided across the city

Priority	Action	Progress	Status
Increase supply of open space in areas currently deficient and achieve policy benchmark of 4.5ha per 1000 head of population for each of the areas outlined in the Greater Dandenong Open Space Strategy	Finalise the revised Open Space Strategy and commence the Planning Scheme Amendment	The revised Open Space Strategy was adopted at the 24 August 2020 Council meeting. The Planning Scheme Amendment will commence in Q3.	
	Implement the Open Space Acquisition Targets	Officers continue to identify opportunities to acquire properties that assist in delivering more open space in gap areas. Additional potential purchases were presented to Councillors in Q2.	

 Delayed
  Completed
  Not Due To Start
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)



Revitalised activity centres

Priority	Action	Progress	Status
Amend the Greater Dandenong Planning Scheme to include and update policy provisions for Noble Park and Springvale Activity Centres	Finalise the Noble Park Activity Centre Structure Plan and commence the Planning Scheme Amendment	The Structure Plan was tabled at the 10 August Council meeting for adoption however was deferred until February 2021. The Planning Scheme Amendment will commence after the Structure Plan is adopted.	
Deliver a collaborative approach to creating, enhancing and managing great people focused places that respond to and respect the unique qualities of the activity centres	Finalise the Planning Scheme Amendment for the Springvale Activity Centre Structure Plan	The Planning Scheme Amendment for the Springvale Activity Centre Structure Plan has been adopted by Council and submitted to the Minister for Planning for gazettal.	
	Advocate for phase two of the Revitalising Central Dandenong project	A funding application has been lodged to the VPA for joined up Government review of investment attraction for central Dandenong.	
	Construct the Greater Dandenong Gallery of Art	Construction commenced but has been impacted by COVID-19 restrictions and unexpected service relocation works.	

Delayed
 Completed
 Not Due To Start
 On track

ORDINARY COUNCIL MEETING - AGENDA




4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	<p>Continue to support the Little India Precinct including implementing the State Government grant to deliver Victorias first ever Indian Cultural Precinct</p>	<p>Business Audits (2019) were completed and reported. The Place Score (2020) for Little India improved from 54/100 to 80/100. The Net Promoter Score was one of the highest in Greater Dandenong at +36. A shop front improvement project was delivered to nine shops. A Marketing Plan developed with traders has produced a branding Style Guide, Facebook and Instagram page, seven human interest stories, "official trader" stickers for shops, bulletin header, social media campaign and 'discount sale' signs for traders. Improved vehicle signage at intersections around the cultural precinct periphery was delivered. The Indian Cultural Precinct Taskforce oversees the state government grant, which is on hold until the outcome of Development Victoria's EOI process. The Multicultural Affairs and Social Cohesion Division have extended this for the 2020-21 financial year. Support was provided to the Foster Street Traders Association to successfully secure a \$10,000 grant from Small Business Victoria.</p>	
	<p>Develop Vanity Lane as a new pedestrian link between Thomas and Lonsdale Streets, Dandenong</p>	<p>The concept design has been endorsed and detailed design has commenced pending input from the partial demolition of the existing structure.</p>	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

ORDINARY COUNCIL MEETING - AGENDA



4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	Implement staged delivery of the Springvale Boulevard Project	Meetings with the construction contractor have commenced to work through pre-construction activities. The Department of Transport (DoT) have advised of the next steps required to achieve final approvals. The Communications Strategy is complete and recommended preparation is underway including a branding campaign which encourages people to keep shopping during construction. Once DoT indicate the lead time for final approval, Council will recommence external communications with a focus on Springvale Road traders. The anticipated construction start date is prior to mid 2021.	
	Monitor the 10 year Infrastructure Plan for the Activity Centres	A 10-year program has been developed. This will need to be adjusted pending limited available funding via CIP due to COVID-19 impacts.	
	Monitor, implement and promote Activity Centre parking changes	COVID-19 is impacting on parking demand. Lonsdale Street free parking has been extended until July 2021 and free on-street parking was introduced in the lead up to Christmas. Parking sensor installation has commenced in central Dandenong for on-street bays.	

 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Q2 Quarterly Performance Report (Cont.)

Strategic Objective 5: A diverse and growing economy
A city that is connected to the global economy

Priority	Action	Progress	Status
Continue to promote opportunities for businesses to compete and participate in the global economy	Deliver activities to business and industry that provide opportunities, awareness and exposure to global trends and markets	Following last quarter's global focus and September event with Keith Suter, AM, this quarter's activities included a special program of 3 'New World - New Ideas' events delivered using State Govt funding to the EDU. These included 'Customer Experience' with retail specialist Amanda Young; Christmas Lunch with Bernard Salt AM who spoke on 'Rebuilding Australia The Role of Manufacturing in Creating a Stronger Nation', and 'Innovation Against All Odds' with international speaker, Melissa Sterry. In 2021 it is intended to explore what are Australia's new global markets and the opportunities and challenges these present.	
	Support the Future of Manufacturing program and continue to explore the opportunities for a Manufacturing Connectivity Centre in partnership with SEMMA	This quarter focussed on identifying the variety of opportunities that COVID-19 has provided and supporting each other with the myriad management styles that came with the ever-changing working environment and complexities that COVID-19 presented throughout the year. This was the first and only group to meet physically since March, with the group catching up at Dandenong Park for a Christmas barbeque to wrap up the year.	

 Delayed
  Completed
  Not Due To Start
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)

A city that supports the economic contribution, strength and diversity of its industries


Priority	Action	Progress	Status
Market business and investment success stories	Develop an Activity Centre's investment prospectus	The project start date is pending the backfilling of a Senior Economic Development Officer role and the appointment of a Better Approvals Officer. This project is expected to be completed during Q3 and Q4.	
Provide information on investment options and facilitate streamlined processes for planning and investment	Develop an investment attraction prospectus for the City	This project was delayed due to COVID-19. Officers' time was refocused on helping our business community survive the pandemic. This project is now back on track and in the early development stage.	
	Undertake discussions with industry experts and stakeholders on future opportunities and strategies for revitalising central Dandenong	A preliminary discussion has been held and the project is likely to commence in early 2021. This is linked to other work including VPA study and the City Deal. Development Victoria announced Capital Alliance as the successful consortium for Sites 11-15, and discussions are to be held in 2021 to progress investment in central Dandenong.	

Delayed
 Completed
 Not Due To Start
 On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)

A city where business and community work together




Priority	Action	Progress	Status
Support, promote and facilitate local social enterprises	Develop and deliver a program for social enterprises	<p>The allocated funding for the Social Enterprise Program was redistributed to benefit the Business Grant Program. This was the best use of Council funds in this time of need. Whilst the financial support was reduced, it has not stopped productive discussions in this space. The monthly meetings between key internal Council units continues to strengthen and see some worthwhile ideas shared and explored. The 2020 Talking Business Magazines have included a social enterprise story in every issue. This will continue into 2021 with a social enterprise already identified for the March edition of the magazine. The EDU has completed training and since received access to Council's tender portal, Vendor Panel, which will allow greater analysis of the status of social enterprises in our community. Looking ahead, meetings have been set for 2021 between Council and The Western Program Alliance at McConnell Dowell in regards to engaging social enterprises in the latest Level Crossing Removal Project.</p>	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)

A great place for business




Priority	Action	Progress	Status
Support businesses through education, awareness, collaboration, networking and trade opportunities	Host the CGD-industry "Take a Swing" golf day event to raise funds in support of the local community	Planning has continued for the golf day. COVID has impacted the capacity of some potential charities and therefore no final decision on the recipient charity had been made prior to Christmas. Promotional material will be forwarded as soon as this decision is made, and the soft 'launch' with the Mayor is scheduled for late January, early February. All other activities are on track.	
	Monitor and report the number of network activities conducted with a target of 50	Activities were held on-line and included a special program of three 'New World - New Ideas' events; three FOM sessions; one program and seven network sessions = total of 14 sessions (year to date: 37) with a total number of participants in excess of 324 (year to date: 754)	
	Provide activities that encourage opportunities for women and promote women in business	The series of special events held this quarter attracted a considerable number of women in business - particularly the 'customer experience' session with Amanda Young. The Women's Network group also met, with the session delivering the latest thinking and approaches to the Myers-Briggs personality indicators. International Women's Day will be a key feature in March 2021 and a new program of activities is under development.	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)


A resilient employment hub

Priority	Action	Progress	Status
Work collectively with and across government, industry, service providers and educational organisations to facilitate long term solutions to both the supply and demand of employment	Continue to implement the refreshed Local Economic and Employment Development Strategy	The Economic Development Unit (Edu) has developed a Business Plan that complements the Local Economic and Employment Development Strategy. EDU's work during COVID-19, assisting local businesses survive and recover from the pandemic, was also in line with the Local Economic and Employment Development Strategy eg Grant Program, Outdoor Dining Program, SE Melb Business survey, free business mentoring	
	Deliver a minimum of one key event for secondary school students that promotes the diversity of career opportunities in the region, particularly within the manufacturing sector	There has been no further activity this quarter.	
	Oversee and implement the Community Revitalisation and One Per Cent project and continue to develop the capability and capacity of the disadvantaged/disengaged jobseekers in our community	The focus for CR activities has been on delivering a series of eight virtual workshops between employers and jobseekers. These workshops were specifically designed to provide our disadvantaged jobseekers with an 'up close and personal' exploration of recruitment and workplace needs. The CEAV project and Making the Match programs, amongst other projects, have continued. The CR project has again been extended - this time to 30 June 2021 - with project plans being prepared for submission in January 2021.	

 Delayed
  Completed
  Not Due To Start
  On track

ORDINARY COUNCIL MEETING - AGENDA


4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
	<p>Publish four editions of 'Talking Business' magazine and relevant e-newsletters</p>	<p>The December edition of Talking Business was published and distributed on time. The magazine featured eight local business stories and two industry bodies (Greater Dandenong Chamber of Commerce and SEMMA). Articles covered in this issue included but were not limited to topics on the social enterprise sector, tax advice from the Australian Taxation Office, sustainability, Council's Material Aid Program and place-making activities which are improving our City. The magazine was distributed in both print and electronic format, with a combined total of 10,319 copies distributed (2,563 print/7,756 electronic). This was the last edition for 2020 with the next magazine scheduled for March 2021.</p>	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

4.2.1 Q2 Quarterly Performance Report (Cont.)




A tourist destination attracting new visitors

Priority	Action	Progress	Status
Undertake effective marketing, events and tourism activities to promote Greater Dandenong	Continue to implement the Tourism and Regional Food Strategies	A council report and an update on the actions of the Food and Tourism Strategies were presented to Council in Q1. The Tourism Strategy has also had an appendix added which is now available on Council's website. It highlights achievements, what needs further attention and also identifies potential opportunities that can be undertaken.	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track



4.2.1 Q2 Quarterly Performance Report (Cont.)

Strategic Objective 6: An open and effective Council
A Council connected with the community, providing an effective voice on their behalf

Priority	Action	Progress	Status
Continue to be a strong advocate on issues of community importance which are beyond Council authority	Achieve an index score that is equivalent or higher than the average result of comparison Councils for community consultation and advocacy (Community Satisfaction Survey)	Local Government Victoria have gone out to tender for the Community Satisfaction Survey and a provider has yet to be appointed. Further information is expected to be provided in January.	
	Maintain a detailed advocacy register on Council's website and prepare an updated advocacy document for distribution to local Members of Parliament	A detailed advocacy register is available and up to date on Council's website. This was recently reviewed and updated for the launch of Council's new website in November. In the previous quarter a new advocacy document was prepared, published and distributed to a number of local, state and federal MP's highlighting projects that could quickly be mobilised if stimulus funding were to become available following the COVID-19 pandemic, which is also available on Council's website.	
	Facilitate Community Forums as requested by Councillors	No community forums were held due to the coronavirus (COVID-19) pandemic.	

 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Q2 Quarterly Performance Report (Cont.)







Priority	Action	Progress	Status
Undertake proactive communication on key issues to foster community understanding	Grow Council's social media following by 10 per cent from a base figure of 26,000	<p>Total quarterly growth (Facebook, Twitter, Instagram, YouTube and LinkedIn CGD Official Channels combined) = 2.3 per cent</p> <p>Facebook 14,579 total followers, 214 posts sent, 24,490 engagements, 316,377 reach (Organic and paid). Total growth = 1.7 per cent</p> <p>**Twitter 4,521 total followers, 3 tweets sent, 60 engagements, 0 link clicks, 2 retweets. Total growth = - 0.1 per cent</p> <p>Instagram 3,935 total followers. 94 posts sent, 2,312 Engagements, 2.8 per cent engagement rate. Total growth = 3.9 per cent</p> <p>YouTube 944 total subscribers, 29,707 views, 825.1 hours watched. Total growth = 8.5 per cent</p> <p>LinkedIn 6,580 followers, 22 posts, 1,067 engagements, 859 clicks. Total growth = 3.5 per cent</p> <p>The use of social media accounts was significantly limited during Caretaker.</p> <p>**Twitter was deactivated during caretaker and didnt resume use until December.</p>	
	Manage VEC contract for conduct of the 2020 Council elections and conduct candidate forums across Greater Dandenong community.	<p>All requirements of Council and the CEO in relation to the elections and under the Local Government Act 2020 were met. The VEC met all contracted obligations and reported regularly on all outcomes. Failure to vote notifications will be sent by the VEC in early 2021.</p>	

 Delayed
  Completed
  Not Due To Start
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)







A well-managed and high performing Council

Priority	Action	Progress	Status
Ensure best practice risk management through the implementation of the Risk Management Strategy	Enhance the Pulse risk management system across Council for improved performance reporting, risk identification and mitigation	Some delays have occurred due to COVID-19.	
	Ensure Local Government Act general compliance across the organisation through the ongoing management of the legislative compliance system	The Manager Governance is awaiting a response to the report submitted to the Executive Management Team (EMT) regarding resourcing and priority for this project. The Legislative Compliance and Delegations Policy was also submitted as a result of the internal audit and is awaiting advice from EMT.	
	Review and update the Audit Advisory Committee Charter	The Audit and Risk Committee has been developed under the new requirements of the Local Government Act 2020 and has a new charter endorsed by Council.	
Maintain and annually review Council's Long Term Financial Strategy to ensure financial sustainability	Develop a Revenue and Rating Strategy	This will commence in Q3.	
	Maintain sound financial practices by completion of the Annual Financial Statements for the year ended 30 June 2020 and receive full audit clearance by the legislated time frame of 30 September (including compliance with the Model Financial Report)	External auditors start the 2021 audit planning on 28 January 2021.	
	Review the Long Term Financial Strategy and seek Council adoption of the revised framework	The operating Long Term Financial Strategy (LTFS) for the next ten years has been reviewed in detail by Managers and approved by EMT on 1 December 2020. The capital LTFS will be produced in January 2021. A draft LTFS document incorporating both operating and capital is due to be finalised in January 2021 and presented to Council in February 2021.	

 Delayed
  Completed
  Not Due To Start
  On track



ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
Maintain Council as an employer of choice and provide a safe work environment	Complete a Workforce Management Plan	Work on this process will commence in the first half of 2021 in line with the requirements and timelines of the new Local Government Act. A small group of Councils have met and formed a working group to try and get some consistency in approach and share information in the development of a Workforce Management plan in line with the new requirements.	
	Complete the development of a CEO remuneration policy	Work on this Policy will commence in the first half of 2021 in line with the requirements and timelines established in the new Local Government Act.	
Provide high quality, timely customer service	Develop a professional development and training program for Councillors	The Councillor Induction Program is 75 per cent complete with the remaining components scheduled for early 2021.	
	Achieve an index score of 76 or higher for customer satisfaction (Community Satisfaction Survey)	Local Government Victoria have gone out to tender for the Community Satisfaction Survey and a provider has yet to be appointed. Further information is expected to be provided in January.	
Seek to establish and maintain strategic partnerships and alliances which enhance Council performance	Maintain all public registers required in accordance with the Local Government Act and associated regulations	All public registers have been maintained and updated as required in accordance with the Local Government Acts 1989 and 2020 and associated regulations.	
	Manage the effective leasing of Council's commercial property portfolio including seeking new lease opportunities for spaces which are currently vacant	The effective management leasing of Council's Commercial Property portfolio is on track with no current vacancies.	

 Delayed
  Completed
  Not Due To Start
  On track



4.2.1 Q2 Quarterly Performance Report (Cont.)

Priority	Action	Progress	Status
Implement the Digital Strategy	Continue to develop on-line digital forms to supplement current manual processes and promote these products to the community	<p>Online Forms A total of 59 forms were created and 29,030 entries, these included:</p> <ul style="list-style-type: none"> - Disabled Parking Permit - Children's Festival A New Story Panel - Working at Height Permission - Reporting a Malicious Email - Debtor Invoice Authority - Payroll Checking Process <p>Objective Workflow</p> <ul style="list-style-type: none"> - Finance Journal Approval - Payroll Authorisation Required 	
	Implement Council's Information Technology and Digital Strategy 2020-25	The Year One Action Plan developed is to be reviewed by the IT Steering Committee. The Asset Management System - Assetic implementation has commenced. The Tress module has been migrated from Conquest to Assetic and integration with other corporate systems is in progress.	

■ Delayed
 ■ Completed
 ■ Not Due To Start
 ■ On track

4.2.1 Q2 Quarterly Performance Report (Cont.)

Decision making which is transparent and accountable

Priority	Action	Progress	Status
Continue to implement mechanisms that enhance community access and understanding of Council decision making and the role of Council	Achieve an index score that is equivalent or higher than the average result of comparison Councils for making decisions in the interest of the community (Community Satisfaction Survey) Develop the new Council Plan 2021-25 and the Annual Plan 2021-22	Local Government Victoria have gone out to tender for the Community Satisfaction Survey and a provider has yet to be appointed. Further information is expected to be provided in January. Broad community engagement activities have been conducted throughout Q2 and will continue into February 2021. These have included: - a community survey - an online ideas wall - children's activity worksheets - broad promotion through Greater Dandenong Council News, urban screens, social media, Council's website and in customer service centres - targeted promotion through stakeholder workshops, community and business newsletters, and Council committees. Pop-up activities are planned for January in areas of high community use. A deliberative panel will also be convened in March next year for discussions in April/May.	
Ensure compliance with the Local Government Act and Councillor/Staff Codes of Conduct	Produce and adopt the Annual Budget by 30 June 2021 in line with the new requirements of the Local Government Act	The rollover of the Budget guidelines and the Fees and Charges portal have commenced. Budget information training dates have been booked in. This is on track to be completed by 30 June 2021.	

 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Q2 Quarterly Performance Report (Cont.)

POLICY AND STRATEGY

Q2 QUARTERLY PERFORMANCE REPORT

ATTACHMENT 2

**FINANCIAL REPORT
1 JULY – 31 DECEMBER 2020**

PAGES 48 (including cover)

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

4.2.1 Q2 Quarterly Performance Report (Cont.)



4.2.1 Q2 Quarterly Performance Report (Cont.)

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4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

CGD – Operating Result

For the period 1 July 2020 – 31 December 2020

Note	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
B1					
Rates and charges	77,076	76,904	172	151,750	152,325
Statutory fees and fines	3,193	2,862	331	7,140	8,426
User fees	2,747	3,196	(449)	6,502	8,068
Grants - operating	15,051	13,925	1,126	29,662	29,875
Grants - capital	813	796	17	13,879	3,244
Contributions - monetary	1,297	1,219	78	4,058	2,910
Contributions - non-monetary	298	298	-	15,000	15,000
Net gain (loss) on disposal of property, infrastructure, plant and equipment	203	1,189	(986)	1,377	377
Other income	1,964	1,532	432	6,645	6,000
Total income	102,642	101,921	721	236,013	226,225
Expenses					
B2					
Employee costs	37,644	40,872	3,228	90,541	84,402
Materials and services	29,149	33,938	4,789	77,914	70,493
Prior year capital expenditure unable to be capitalised (non-cash)	593	-	(593)	-	-
Bad and doubtful debts	494	674	180	1,363	1,363
Depreciation	16,148	16,148	-	32,308	31,433
Amortisation - intangible assets	30	30	-	60	-
Amortisation - right of use assets	291	291	-	581	-
Borrowing costs	1,487	1,487	-	2,924	3,051
Finance costs - leases	-	-	-	21	-
Asset write offs	178	-	(178)	-	-
Other expenses	2,661	3,153	492	7,311	5,725
Total expenses	88,675	96,593	7,918	213,023	196,467
Net surplus (deficit)	13,967	5,328	8,639	22,990	29,758

Overview

The surplus at 31 December 2020 is favourable to budget by \$8.64 million due mainly to the following year to date variances:

- **Materials and services (\$4.79 million)** - due to timing of works combined with a delay in receipt of invoices (Engineering Services \$3.44 million) and lower than anticipated expenditure combined with a delay in receipt of invoices (Corporate Services \$463,000, Community Services \$458,000 and City Planning, Design and Amenity \$294,000).
- **Employee costs (\$3.23 million)** – due to delay in recruitment and commencement of grant funded projects mainly in Community Services (\$1.89 million) and City Planning Design and Amenity (\$477,000).
- **Grants – operating (\$1.13 million)** – due to receipt of unbudgeted grants mainly in Family Day Care which is offset by higher payments to educators (Community Services \$914,000) and a Local Government Capacity Building grant (City Planning Design and Amenity \$224,000).

4.2.1 Q2 Quarterly Performance Report (Cont.)Financial Report for the period 1 July 2020 – 31 December 2020

COVID-19 and 2020-21 impacts

Council's 2020-21 finances have been significantly impacted by COVID. In its original 2020-21 Budget, Council allocated \$4.6 million across various areas relating to adverse impacts, with a residual contingency remaining of approximately \$600,000.

A detailed review of additional COVID impacts and assumptions was performed during the Mid-Year Budget Review. This review found COVID stage four restrictions have had a significant adverse impact on Council, estimated at a further \$5.57 million. These COVID items, combined with other known adjustments since adoption of the 2020-21 Annual Budget were reflected in the Mid-Year Budget Review. In order to balance the 2020-21 Budget, capital project deferrals of \$4.40 million were included.

The more significant COVID impacts adjusted in the Mid-Year Budget Review comprise:

- Parking fines, ticket machine income and permits (\$2.13 million)
- Lower interest returns on investments (\$700,000).
- Leisure centres impact (\$591,000).
- Lower rental and venue hire income due to rental waivers and required facility closures (\$477,000).
- Additional allocation to the business grants program (\$290,000)
- Deferral of penalty rate interest payable on outstanding rates (\$225,000).
- Reduction in supplementary rates income due to slowing trend (\$200,000).
- Financial Assistance Grants funding to be received via the Victoria Grants Commission (\$189,000). Outcome lower due to COVID impact on investment returns affecting the available pool fund.
- Continuation of Council's COVID rate waiver package (\$150,000).

The financial impact of COVID will continue to be closely monitored and any permanent variances identified subsequent to the Mid-Year Budget Review will be reflected in the full year forecast. The forecast review is expected to be completed in March 2021.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Balance Sheet
As at 31 December 2020

		2020-21 ACTUAL 31 Dec 2020 \$'000	2019-20 ACTUAL 30 Jun 2020 \$'000	2020-21 MID YEAR BUDGET \$'000	2020-21 ORIGINAL BUDGET \$'000
	Note				
ASSETS					
Current assets					
	C1				
Cash and cash equivalents		165,994	154,563	116,858	108,170
Financial assets		-	2,000	-	-
Trade and other receivables		88,458	24,974	25,876	24,120
Other assets		751	4,537	2,815	2,756
Non-current assets classified as held for sale		-	1,000	-	-
Total current assets		255,203	187,074	145,549	135,046
Non-current assets					
	C2				
Property, infrastructure, plant and equipment		2,199,412	2,190,972	2,256,186	2,244,581
Investment property		11,814	11,814	11,814	12,827
Right-of-use assets		708	998	988	-
Intangible assets		94	124	64	-
Other financial assets		-	-	-	230
Trade and other receivables		305	305	305	325
Total non-current assets		2,212,333	2,204,213	2,269,357	2,257,963
Total assets		2,467,536	2,391,287	2,414,906	2,393,009
LIABILITIES					
Current liabilities					
	C3				
Trade and other payables		2,333	18,800	22,684	20,670
Trust funds and deposits		8,045	8,425	8,425	39,069
Unearned income		44,700	40,340	40,340	-
Provisions		21,169	19,659	19,659	17,418
Interest-bearing liabilities		1,645	3,255	3,372	3,270
Lease liabilities		571	571	571	-
Total current liabilities		153,152	91,050	95,051	80,427
Non-current liabilities					
	C4				
Provisions		1,632	1,110	1,110	1,555
Trust funds and deposits		237	311	311	900
Interest-bearing liabilities		56,636	56,636	53,264	53,495
Lease liabilities		174	442	442	-
Total non-current liabilities		58,679	58,499	55,127	55,950
Total liabilities		211,831	149,549	150,178	136,377
NET ASSETS	C5	2,255,705	2,241,738	2,264,728	2,256,632
EQUITY					
Accumulated surplus		921,653	904,579	940,808	955,453
Asset revaluation reserve		1,269,823	1,269,823	1,269,824	1,241,807
Reserves		64,229	67,336	54,096	59,372
TOTAL EQUITY		2,255,705	2,241,738	2,264,728	2,256,632

For comments regarding movements and new line items above, please refer to explanatory notes located at C1 to C5.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Cash Flow Statement

	2020-21 ACTUAL 31 Dec 2020 Inflows/ (Outflows) \$'000	2020-21 ANNUAL MID YEAR BUDGET Inflows/ (Outflows) \$'000	2020-21 ANNUAL ORIGINAL BUDGET Inflows/ (Outflows) \$'000
Cash flows from operating activities			
Rates and charges	87,429	151,750	151,986
Statutory fees and fines	2,544	4,875	6,587
User fees	3,183	7,152	8,710
Grants - operating	16,619	32,021	31,642
Grants - capital	3,136	13,879	3,244
Contributions - monetary	2,922	4,058	2,910
Interest received	389	800	1,496
Trust funds and deposits taken	14,903	27,052	35,500
Other receipts	1,628	6,599	5,019
Net GST refund	4,008	13,001	8,900
Employee costs	(37,560)	(90,541)	(83,649)
Materials and services	(40,498)	(88,341)	(86,855)
Trust funds and deposits repaid	(15,022)	(27,052)	(33,500)
Other payments	(2,823)	(8,042)	(6,298)
Net cash provided by operating activities	40,858	47,211	45,692
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	(29,302)	(81,831)	(43,705)
(Payments) proceeds for investments	2,000	2,000	2,000
Proceeds from sale of property, infrastructure, plant and equipment	1,247	1,686	686
Net cash used in investing activities	(26,055)	(78,145)	(41,019)
Cash flows from financing activities			
Finance costs	(1,491)	(2,924)	(3,051)
Repayment of borrowings	(1,610)	(3,255)	(3,126)
Interest paid - lease liability	(2)	(21)	-
Repayment of lease liabilities	(269)	(571)	-
Net cash provided by (used in) financing activities	(3,372)	(6,771)	(6,177)
Net increase (decrease) in cash and cash equivalents	11,431	(37,705)	(1,504)
Cash and cash equivalents at the beginning of the year	154,563	154,563	109,674
Cash and cash equivalents at the end of the period	165,994	116,858	108,170
Represented by:			
Operating cash	41,680	34,262	(9,846)
Restricted cash	124,314	82,596	118,016
Total	165,994	116,858	108,170

- Details regarding Council's cash movements are contained in **Note D - Cash Flow Statement**.
- The dissemination of Council's restricted and operating cash is provided in the graph "Restricted and Unrestricted Cash" in **Appendix 2 Investment Analysis** in this report.
- Cash inflows and outflows are inclusive of GST where applicable.

4.2.1 Q2 Quarterly Performance Report (Cont.)

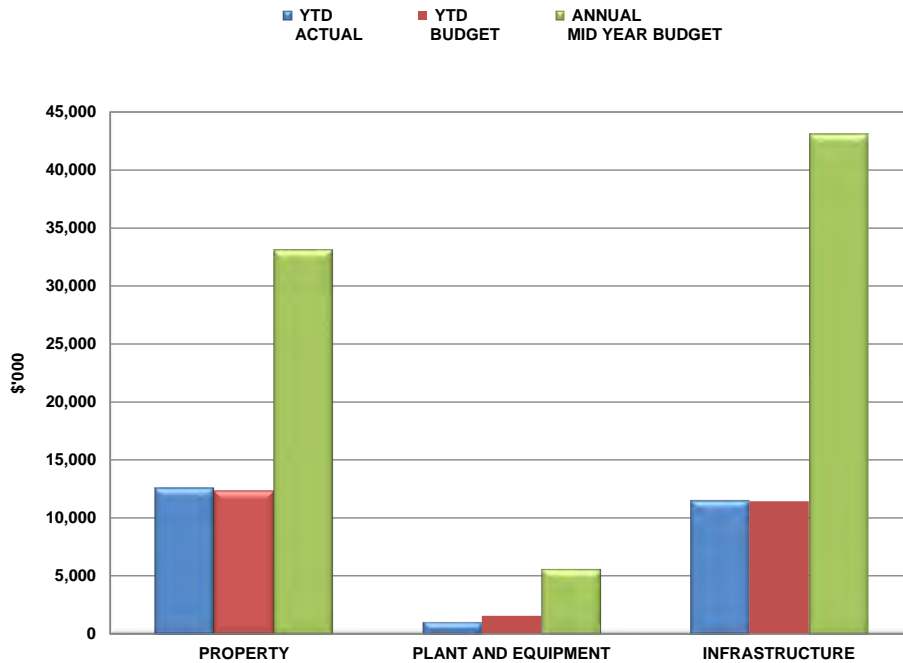


Financial Report for the period 1 July 2020 – 31 December 2020

Capital Expenditure Statement

The detailed program under each of the capital groups is contained in **Appendix 1 – Capital Expenditure**.

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	COMMIT \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
PROPERTY	12,554	12,331	(223)	13,199	33,118	13,713
PLANT AND EQUIPMENT	1,069	1,555	486	1,338	5,639	4,769
INFRASTRUCTURE	11,481	11,437	(44)	8,913	43,074	25,223
TOTAL EXPENDITURE	25,105	25,323	219	23,450	81,831	43,705



4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Notes to the Financial Statements

A. Accounting Policy Notes

The financial report is prepared on the principles of accrual accounting. Accrual accounting recognises income when earned and expenditure when incurred, regardless of whether cash settlement has taken place. The basis of recognition of major income and expenditure in these statements are defined below.

- 1. Rate revenue:** Rate revenue (excluding supplementary rates) is accrued evenly over the year, although cash is received in quarterly instalments or a lump sum, depending on how the ratepayer chooses to pay. Rate revenue in the Income Statement is a monthly accrual of the rates determined for the year in July.
- 2. Grants revenue:** Council receives two types of grants, namely a General Purpose Grant (Financial Assistance Grant funding from the Victoria Grants Commission) which is not tied to any programs and Special Purpose Grants for various programs. In accordance with new Accounting Standards, AASB 15 'Revenue from Contracts with Customers' and AASB 1058 'Income of Not-For-Profit Entities', grant income is now generally recognised in the Income Statement to the extent of satisfied performance obligations. Alternatively, grant funding which does not have sufficiently specific performance obligations is recognised as income when the cash is received. Any grant income relating to unsatisfied performance obligations is recognised as unearned income in the Balance Sheet at balance date. Grants comprise of operating and capital (recurrent and non-recurrent).
- 3. Fees and charges:** Most fees and charges are recognised when cash is received. Generally, where Council raises a debtor's invoice, income is recognised at the point of the invoice and not when cash is received. Car parking permit income relating to a future period at balance date are recognised as unearned income in the Balance Sheet.
- 4. Contributions - cash:** Cash contributions are essentially from developers towards open space works. These monies are treated as income when received. Council is obligated to spend these monies for the purpose for which they are given by the developers. Council also receives external contributions for other capital projects. Cash contributions received are held in reserves and treated as "restricted cash" until they are spent (see **note 9** below).
- 5. Employee costs:** Salaries expenditure is based on fortnightly salaries paid and accruals for salary on-costs such as leave entitlements, superannuation and workcover.
- 6. Capital expenditure:** The two broad areas of capital are the capital improvement program (CIP) (which includes infrastructure and major projects) and 'other' which includes fleet, computers, plant and furniture. Expenditure is recognised as capital if it is significant in value and results in assets which have a useful life in excess of at least one year.
- 7. Budget information:** The Original Budget information contained in the report is the budget approved by Council on 22 June 2020. The year to date budget in this report reflects the Mid-Year Budget as adopted by Council on 14 December 2020. The Mid-Year Budget represents the adopted budget incorporating net carry forward capital and operating amounts from 2019-20 and any adjustments identified since the 2020-21 Original Budget was approved in June 2020.
In accordance with Section 97(3) of the Local Government Act 2020 the Chief Executive Officer is of the view that a Revised Budget is not required for the financial reporting period 31 December 2020. No variations have been made to the declared rates and charges or loan borrowings other than what has been approved in the 2020-21 Adopted Budget. Council's financial position is sound with a working capital ratio of 1.67 as at 31 December 2020.
- 8. Cash Flow Statement:** Reflects the actual cash movements during the year.
- 9. Restricted cash:** These are monies set aside for specific purposes and are not readily available for day to day operations or general capital works. They include funds set aside towards meeting long service leave commitments (required by government regulations), statutory reserves (eg. open space contributions) and other funds that are committed towards specific purposes.

4.2.1 Q2 Quarterly Performance Report (Cont.)

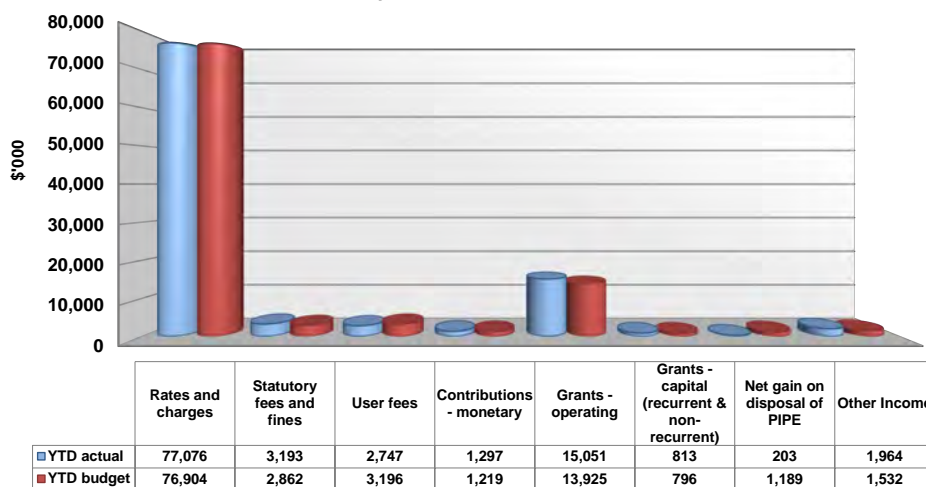


Financial Report for the period 1 July 2020 – 31 December 2020

B1. Operating Income

The chart below shows the categories of operating income against their respective budgets (excluding non-cash accounting entries such as non-monetary contributions or gifted assets).

**Income from operating activities
 for 1 July 2020 - 31 December 2020**



Income for the period ended 31 December 2020 is favourable against budget by \$721,000. This is primarily due to the following:

Grants – operating (\$1.13 million favourable) – Additional funding received for Family Day Care (offset by higher payments to educators, \$914,000) and Child First (\$188,000), combined with an unbudgeted grant from the Department of Environmental, Land, Water and Planning (will be offset by grant expenditure, relates to High Risk Waste Sites Local Government Capacity Building Grant \$224,000).

Other income (\$432,000 favourable) – Unanticipated car parking fringe benefits tax refund (Corporate Accounting \$262,000) and contributions for rectification works (Parks Services \$85,000), combined with higher than anticipated rental income to date (Property Management Administration \$78,000).

Statutory fees and fines (\$331,000 favourable) – Favourable variance due to better than anticipated parking infringement income (Parking Management \$303,000) and sub-divisions and plan checking income to date (Transport and Civil Development \$105,000). Both budgets were reduced in the Mid-Year Budget due to COVID impacts.

The above favourable variances in income are partly offset by an unfavourable variance in:

User fees (\$449,000 unfavourable) – Mainly due to a reduction in the Family Day Care (FDC) administration levy fee income caused by COVID which is offset by higher FDC grant subsidy income (Community Services \$329,000).

4.2.1 Q2 Quarterly Performance Report (Cont.)

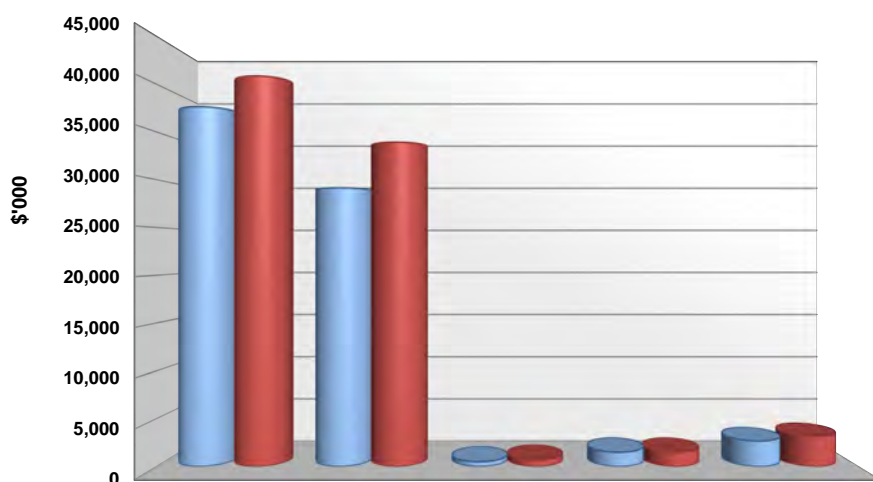


Financial Report for the period 1 July 2020 – 31 December 2020

B2. Operating Expenditure

The chart below shows the categories of operating expenditure against their respective budget (excludes non-cash accounting entries including depreciation, amortisation, asset write offs and prior year capital expenditure unable to be capitalised).

**Expenditure from operating activities
 for 1 July 2020 to 31 December 2020**



	Employee costs	Materials and services	Bad and doubtful debts	Borrowing costs	Other expenses
YTD actual	37,644	29,149	494	1,487	2,661
YTD budget	40,872	33,938	674	1,487	3,153

Actual expenditure at 31 December 2020 against the budget is favourable by \$7.92 million. The major variances are in employee costs and materials and services.

Materials and services (\$4.79 million favourable) – The major items contributing to this favourable variance are:

- Contract services (\$2.35 million) – mainly due to timing of works and delay in receipt of invoices in Roads and Drains and Waste Management, combined with a temporary reduction in services and expenditure in Building Maintenance due to COVID restrictions (Engineering Services \$2.78 million).
- Materials, maintenance and services (\$927,000) – mainly due to delay in commencement of works and receipt of invoices (Community Services \$493,000, Engineering Services \$206,000 and City Planning, Design and Amenity \$154,000).

4.2.1 Q2 Quarterly Performance Report (Cont.)

Financial Report for the period 1 July 2020 – 31 December 2020

- Consultants, professional services (\$629,000) – due to delay in commencement of programs (Community Services \$194,000, Engineering Services \$173,000 and Corporate Services \$173,000).
- Administration costs (\$564,000) – lower than anticipated expenditure across a range of accounts including promotions, community education, postage/courier, printing/stationery, Council publications, fuel, postage, advertising and events (Community Services \$313,000, Engineering Services \$105,000 and Corporate Services \$94,000).
- Utilities (\$243,000) – mainly due to lower than anticipated electricity and water costs to date because of facility closures as per COVID restrictions and a delay in receipt of invoices (Engineering Services \$112,000 and Corporate Services \$100,000).

Employee costs (\$3.23 million favourable) – This favourable variance is mainly due to staff recruitment occurring later than planned combined with a delay in commencement and recruitment of grant funded projects (Community Services \$1.87 million, City Planning, Design and Amenity \$477,000, Working for Victoria Fund \$328,000, Engineering Services \$232,000 and Corporate Services \$209,000).

Of the \$3.23 million favourable variance across all directorates, \$1.73 million relates to grant funded programs which require an acquittal (Community Services \$1.40 million and Working for Victoria Fund \$328,000).

Other expenses (\$492,000 favourable) – Favourable variance due to delay in community grant funding agreements as a result of required COVID-19 clause adjustments (Community Services \$221,000), savings in Council's contribution to the Dandenong Night Market which has been cancelled due to COVID and delay in Council's Melbourne Food and Wine Festival contribution (Corporate Services \$117,000).

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

C. Balance Sheet

Council's net assets are valued at \$2.26 billion at 31 December 2020.

C1. Current assets (cash and other assets that can be readily converted to cash)

Cash and cash equivalents (\$165.99 million) – Represent the amount held by Council in cash or term deposits. Please note that this amount includes \$124.31 million of funds "restricted" for various purposes. These are detailed in the notes to the cash flows that follow in **section D** and a graphical presentation in **Appendix 2**.

Funds are invested in accordance with Council's Investment Policy. The policy requires Council to invest with prudence, consideration of acceptable risks and relevant legislation.

The details of Council's investments are contained in **Appendix 2**. In selecting investment products, Council has paid due consideration to risk by investing in products that have a minimum Standard and Poor's (S&P) rating of 'A'.

Financial assets (\$nil) – Decrease in financial assets from 30 June 2020 reflects the maturity of \$2 million in investments placed in Green Tailored Deposits with a term of greater than three months (matured in August 2020).

Trade and other receivables (\$88.46 million) – This balance includes:

- Rate debtors \$71.55 million. The collection rate is monitored closely with 44.53% of 2020-21 rate income levied still to be collected at 31 December (compared to 43.93% at the same time last year). Rate revenue (excluding supplementary rates) is accrued evenly over the year, although cash is received in quarterly instalments, nine direct debit payments or a lump sum, depending on how the ratepayer chooses to pay. Rate revenue in the Income Statement is a monthly accrual of the rates determined for the year in July.
- Infringement debtors of \$9.05 million (net of provision for doubtful debts).
- General debtors \$7.86 million (net of provision for doubtful debts).

Other assets (\$751,000) – This balance includes:

- Prepayments \$307,000 - expenses prepaid at 31 December 2020.
- Other deposits \$309,000 – represents \$75,000 deposit for Metropolitan Waste and Resource Recovery Group organic waste processing contract and \$234,000 deposit paid to South East Water for provision of water and sewerage assets at 5 Mason Street, Dandenong.
- Accrued income \$135,000 – income earned but cash not yet received at 31 December 2020.

Non-current assets classified as held for sale (\$nil) – The decrease from 30 June 2020 reflects the settlement of the sale of a car park land asset at 2 Mason Street, Dandenong in December 2020.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

C2. Non-current assets

Property, infrastructure, plant and equipment (\$2.20 billion) – Includes Council roads, drains, buildings, plant and other fixed assets. These values are reflected after recognising the depreciation allowed against each asset.

Investment property (\$11.81 million) is separately classified from 'Property, infrastructure, plant and equipment' in accordance with Australian Accounting Standards. Any adjustment to the fair value of these assets is recorded in the Comprehensive Income Statement and these assets are not depreciated.

Right-of-use assets (\$708,000) – Represents leased (right-of-use) assets in accordance with the new Accounting Standard AASB 16 'Leases'. Includes property, fleet, IT and office equipment that have been leased under ordinary lease arrangements. These values are reflected after recognising the amortisation expense.

Intangible assets (\$94,000) – Represents computer software assets that were transferred from 'Property, infrastructure, plant and equipment' to 'Intangible assets' in 2019-20. These values are reflected after recognising the amortisation expense.

Other financial assets (\$nil) – The decrease in this item reflects Council's previous share-holding of \$230,000 in Regional Kitchen Pty Ltd which will not be returned.

Trade and other receivables (\$305,000) - \$232,000 of this balance represents Council's share of funds held in trust by Whitehorse City Council relating to the former Narre Warren landfill site combined with a \$73,000 refundable bond paid to Community Chef (which is expected to be returned to Council).

C3. Current liabilities (debts due to be repaid within 12 months)

Trade and other payables (\$2.33 million) – This balance includes trade creditors arising from operations and capital works.

Trust funds and deposits (\$8.04 million) – Trust funds and deposits includes other refundable monies in respect of:

- Other deposits (\$3.10 million), mostly relating to asset protection bonds (\$2.14 million), drainage work deposits (\$530,000) and contractor deposits (\$221,000).
- Road deposits (\$2.45 million).
- Fire services property levy funds collected by Council on behalf of the State Government, but not yet paid on to the State Revenue Office (\$1.14 million). These monies are remitted to the State Revenue Office in accordance with legislative timeframes (28 days after each quarterly rate instalment date).
- Landscape deposits (\$904,000).
- Open space contributions (\$446,000).

The significant decrease in this line item from the 2020-21 Original Budget to Mid-Year Budget is due to a reclassification of Developer Contribution Plan (DCP) liabilities from 'trust funds and deposits' to 'unearned income' as per the note below relating to 'unearned income'.

4.2.1 Q2 Quarterly Performance Report (Cont.)

Financial Report for the period 1 July 2020 – 31 December 2020

Unearned income (\$44.70 million) – Represents income not yet earned in accordance with the new Accounting Standards AASB 1058 'Income of Not-For-Profit Entities' and AASB 15 'Revenue from Contracts with Customers' based on specific performance obligations that were not complete at 31 December 2020 in respect of:

- Developer Contribution Plan liabilities (DCP) – (\$30.00 million)
- Grants - operating (\$8.31 million)
- Grants - capital (\$6.32 million)
- Other (\$70,000).

Provisions (\$21.17 million) – This balance represents the provision for employee entitlements and landfill restoration works.

- Employee entitlements:
 - Long service leave entitlements - \$11.64 million.
 - Annual leave entitlements - \$8.48 million.
 - Rostered days off (RDO) - \$560,000.
- Landfill provision - \$489,000 - provision for the restoration and aftercare management of the former Spring Valley landfill site (closed). The former closed landfill is owned by the Council and is used as recreational open space. Council's share is 19.88% of the total future estimated costs.

Interest-bearing liabilities (\$1.65 million) – Represents the remaining repayments of long-term borrowings to occur during 2020-21.

Lease liabilities (\$571,000) - Represents the lease repayments in respect of right-of-use assets that are payable during 2020-21 and mainly comprise of property and information technology related lease obligations.

C4. Non-current liabilities (debts due to be repaid in future years)

Provisions (\$1.63 million) – Represents the provisions estimated to be paid beyond the 2020-21 financial year and comprises long service leave entitlements for employees (\$1.11 million) and landfill provision for restoration of Spring Valley landfill site (\$515,000) (Council's share is 19.88% of the total future estimated costs).

Trust funds and deposits (\$237,000) – Represents deposits that are payable beyond the 2020-21 financial year and comprises landscape deposits of \$212,000 and contractor deposits of \$25,000.

Interest-bearing liabilities (\$56.64 million) – Comprises the amount of outstanding borrowings to be repaid beyond the next 12 months.

Lease liabilities (\$174,000) – represents the amount of lease payments in respect of the right-of-use assets to be repaid beyond the next 12 months and mainly comprise of property and information technology related lease obligations.

4.2.1 Q2 Quarterly Performance Report (Cont.)

Financial Report for the period 1 July 2020 – 31 December 2020

C5. Net assets and equity

Net assets - Represents the difference between total assets and total liabilities. It is the Council's net worth to the City's ratepayers.

Reserves – Includes both statutory reserves (S) and discretionary reserves (D). The statutory reserves apply where funds are gained from the application of legislative requirements to contribute – and where expenditure of the funds is not entirely discretionary (i.e. the funds need to be used for certain expenditure only). The reserves listed below are explained in the notes to the cash flows that follow.

The discretionary reserves are:

- Major projects reserve
- Insurance fund reserve
- Council funded – Development Contribution Plans reserve
- Spring Valley landfill rehabilitation reserve
- Springvale Activity Precinct – Parking and Development reserve
- Dandenong Activity Precinct – Parking and Development reserve
- Native re-vegetation reserves
- Keysborough South Maintenance Levy reserve
- General reserve (Aged Care)
- Future maintenance reserve

The statutory reserves are:

- Open space – planning, development and improvements
- Open space – land acquisitions

D. Cash Flow Statement

Cash and investment holdings total \$165.99 million at 31 December 2020, an increase of \$11.43 million since 30 June 2020. Total cash and investment holdings are made up of operating cash (\$41.68 million) and restricted cash (\$124.31 million).

Please refer to the next page for a detailed listing of Restricted Cash items, which are set aside for specific purposes.

Cash flows from operating activities – net inflow of \$40.86 million.

The major inflows are rates \$87.43 million, grants \$19.76 million, trust funds and deposits taken \$14.90 million, user fees \$3.18 million, monetary contributions \$2.92 million and statutory fees and fines \$2.54 million.

The major outflows are materials and services \$40.50 million, employee costs \$37.56 million and trust funds and deposits repaid \$15.02 million.

Trust funds and deposits taken and repaid mainly relate to fire services property levies (FSPL). The remittance of the FSPL and FSPL levy interest amounts are made to the State Revenue Office (SRO) in four payments in accordance with Section 41(1) of the FSPL Act. An instalment is due and payable to the Commissioner of State Revenue 28 days after the due date of rates instalments. Council collects FSPL on behalf of the State Government.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Cash flows from investing activities – net outflow of \$26.05 million, including:

- \$29.30 million for capital works expenditure. The detailed capital works schedule is included in this report as Appendix 1. Please note the difference between the two capital expenditure amounts is due to the movement in capital trade creditors at the start and end of the reporting period. Appendix 1 is on an accrual basis.
- \$2.00 million of proceeds from funds held at 30 June 2020 in tailored deposits with a maturity of greater than three months.
- \$1.25 million proceeds on asset sales represents \$1.00 million from sale of car park land asset at 2 Mason Street Dandenong as part of a three-way land swap with Development Victoria and \$246,000 from the fleet replacement program.

Cash flows from financing activities – outflow of \$3.37 million. Council incurred \$1.49 million in finance costs on its borrowings and repaid \$1.61 million of existing loans. In accordance with the new Accounting Standard AASB 16 'Leases', Council incurred \$2,000 in finance costs on leases and repaid \$269,000 of its leased liabilities as at 31 December 2020.

Restricted cash - Restricted cash represents funds that are set aside for specific purposes, as detailed in the following tables.

Type	31 Dec 2020	Notes
Reserve funds	\$'000	
Council funded Development Contribution Plans (DCP) reserve	20,108	Reserved for specific expenditure in accordance with the published DCP.
Open space – planning, development and improvements	9,938	Reserved for enhancing the City's open space by planning, development and improvements.
Open space – acquisitions	1,035	To fund acquisitions of new open space land.
Major projects reserve	25,946	Holds funds realised from the sale of Council's property assets or surplus Council funds that will be utilised for investing in other properties or funding future major projects.
Keysborough South Maintenance Levy	2,809	Reserved for specific maintenance expenditure relating to this area.
Spring Valley landfill rehabilitation	760	This reserve is for the rehabilitation of the Spring Valley landfill site.
Re-vegetation reserves	384	These funds are to meet native re-vegetation requirements on Council's reserves.
Insurance fund reserve	955	This fund has been created to meet large and unexpected policy excesses on multiple insurance claims.
Springvale Activity Precinct Parking and Development reserve	236	This reserve is to fund development in the Springvale Activity Centre.
Dandenong Activity Precinct Parking and Development reserve	1,518	This reserve is to fund development in the Dandenong Activity Centre.
General reserve (Aged Care)	334	Funds set aside for the aged care reforms.
Future maintenance reserve	206	Contribution funds for future works to address level crossing removal authority defects.
Total reserve funds	64,229	

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4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Type	31 Dec 2020	Notes
Employee provisions	\$'000	
Long service leave	12,757	Funds set aside to meet long service leave commitments.
Annual leave and other	9,039	Funds set aside to meet annual leave and rostered days off (RDO) commitments.
Employee provisions	21,796	
Trust funds and deposits	\$'000	
Fire services property levy (FSPL) collected and due	1,137	Payable to State Revenue Office – legislative requirement.
Open space contributions	446	Pending completion of works.
Landscape deposits	1,116	Pending completion of works.
Road deposits	2,453	Pending completion of works.
Other trust funds and deposits	3,130	Refundable upon finalisation of programs.
Total trust funds and deposits	8,282	
Other restricted funds	\$'000	
DCP unearned income	30,007	Pending completion of works by developers.
Other restricted funds	30,007	
Total restricted cash	124,314	

4.2.1 Q2 Quarterly Performance Report (Cont.)Financial Report for the period 1 July 2020 – 31 December 2020

Statement of Capital Works

Total capital expenditure at 31 December 2020 was \$25.11 million. A further \$23.45 million was committed at the end of December. The following **CIP Expenditure Report** contains the expenditure status of each of the approved capital projects.

The timing of cash outflows and project completion can differ for capital projects. Commentary on the status of each project with major year to date variances is provided below (i.e. variances greater than \$300,000). Please note that the variances detailed below are the total of all asset classes by capital project whereas the Capital Expenditure report details the variances separately by asset class and capital project.

Plant and equipment

- 1445 **Fleet Purchases (\$424,000 favourable)** – Lower than anticipated fleet purchases to date.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Appendix 1

Capital Expenditure

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

CIP Expenditure Report

	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL MID YEAR BUDGET \$	ANNUAL ORIGINAL BUDGET \$
PROPERTY						
Buildings						
3043. Springvale Community Precinct	2,046,473	2,047,060	587	106,832	2,221,060	500,000
3219. Thomas Carroll Pavilion	14,600	15,572	972	114,431	2,450,475	-
3362. Springvale City Hall	-	-	-	-	25,000	25,000
3547. George Andrews Reserve-Bld Modific.	1,565	-	(1,565)	-	330,000	330,000
3548. Keysborough South Community Hub Dev	163,403	164,568	1,165	367,513	3,612,121	2,575,108
3792. Dandenong Mkt Back of House-Coolrm	619,114	640,876	21,762	15,553	720,876	580,000
3793. Dandenong Market Utility Srv Infra	-	-	-	-	100,000	100,000
3802. Building Energy Efficiency Program	90,891	-	(90,891)	-	-	-
3805. Municipal Early Years Infrast. Plan	-	-	-	-	60,164	-
3813. Shalimar Kindergarten MCH	2,825	-	(2,825)	-	-	-
3814. D'hong Nth Senior Citizen Ctr Latha	-	1,500	1,500	1,500	1,500	-
3873. Building Renewal Prg- DDA	-	9,000	9,000	-	45,000	45,000
3874. Building Renewal Prg- HVAC	119,461	117,600	(1,861)	5,628	310,000	310,000
3876. Building Renewal Prg- Bathroom	103,422	103,000	(422)	500	115,000	115,000
3877. Building Renewal Prg- Flooring	129,782	122,000	(7,782)	2,417	122,000	122,000
3878. Building Renewal Prg- Lift Refurb.	41,910	28,375	(13,535)	-	28,375	-
3879. Building Renewal Prg- Minor Works	81,521	45,000	(36,521)	23,894	45,000	45,000
3880. Building Renewal Prg- Roof	59,410	59,000	(410)	14	125,000	275,000
3883. Building Renewal Prg- Kitchen & Eq	125,320	126,860	1,540	112,152	224,300	224,300
3902. Ross Reserve Pavilion	388,294	387,000	(1,294)	8,007,461	1,992,500	2,000,000
3904. Building Renewal Prg - Theatre	323,864	322,600	(1,264)	41,959	576,000	576,000
3906. Greater D'hong Gallery of Art	1,217,777	1,220,000	2,223	3,764,903	6,437,493	1,500,000
3908. Oasis/NPAC Design Devt	177,781	178,067	286	-	178,067	-
3945. CCTV Renewal Program	30,880	19,500	(11,380)	15,376	30,000	30,000
3946. Building Renewal Prg - Aquatic & Lei	317,338	316,800	(538)	94,868	558,000	558,000
3947. Building Renewal Prg - Project	-	30,000	30,000	-	150,000	150,000
3948. D'hong Mkt (Fruit & Veg) Floor&Roof	8,575	5,000	(3,575)	9,133	130,000	130,000
3949. NPAC Redevelopment	247,060	250,000	2,940	121,890	3,000,000	-
3950. Robert Booth Baseball Design&Constr	-	-	-	-	20,000	20,000
3951. Ross Res P/gmd-Change Plc Toilet	2,030	-	(2,030)	214,710	300,000	300,000
3952. S/Vale Library/Civic-Storage&Equip	-	-	-	-	100,000	100,000
3953. Balmoral Ave Car Park	36,195	38,000	1,805	24,262	57,207	400,000
3972. Local Roads Community Infrast. Prog.	-	-	-	-	-	500,000
3974. D'hong Aquatic & Wellbeing Ctr	91,314	75,000	(16,314)	87,713	1,970,000	2,000,000
Leasehold Improvements						
3941. Police Paddocks Res. Grandstand	-	-	-	-	434,860	-
3954. Police Paddocks Changerooms	15,850	6,000	(9,850)	65,941	102,385	202,385
Land						
3396. 2A Frank St Noble Park	1,404,457	1,404,457	0	-	1,404,457	-
3444. 3-Way Land Swap-Dev't Vic	1,128,303	1,027,000	(101,303)	-	1,125,000	-
3975. 86-88 Clow St Dandenong	2,666,654	2,669,526	2,872	-	2,669,526	-
3976. 218 Railway Parade Noble Park	892,807	895,000	2,193	-	950,000	-
3989. DCP - 875 Taylors Road (LRO6b)	5,466	6,932	1,466	-	396,932	-
Total property	12,554,340	12,331,293	(223,047)	13,198,649	33,118,298	13,712,793
PLANT AND EQUIPMENT						
Plant, machinery and equipment						
1445. Fleet Purchases	108,613	532,484	423,871	710,990	2,746,410	2,662,410
1447. Fleet New Program	-	-	-	-	160,000	244,000
Library books						
3104. Library Resources	300,008	357,624	57,616	535,749	849,560	859,560

Note: Buildings – 3902 Ross Reserve Pavilion – the commitments amount of \$8.01 million in the report above includes commitments relating to future years (multi-year project).

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

CIP Expenditure Report

	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL MID YEAR BUDGET \$	ANNUAL ORIGINAL BUDGET \$
Computers and telecommunications						
3827. Increase Wi-Fi Cover-Variou Locatn	-	-	-	-	20,000	20,000
3902. Ross Reserve Pavilion	-	-	-	-	45,000	-
3911. Dandenong Stadium Wi-Fi	1,143	-	(1,143)	-	10,000	10,000
3913. People Counters Installation	3,045	-	(3,045)	-	-	-
3914. Asset Management System	334,494	347,286	12,792	38,523	915,258	216,612
3918. Drum Theatre Ticketing System	137,161	137,161	-	-	137,161	-
3919. Digital Infrastructure (Website)	7,442	-	(7,442)	-	100,000	100,000
3956. 39A Clow-Security Eq,Software&Radio	14,845	15,000	155	155	15,000	15,000
3957. Audio Visual Equipment Renewal	20,138	20,000	(138)	3,496	25,000	25,000
3958. D'ngong Civic Ctr-Security Eq&S'ware	99,302	100,000	698	10,698	110,000	110,000
3959. Emergency Relief Centres-Equipment	9,147	5,000	(4,147)	565	60,000	60,000
3960. Menzies Ave CCTV	-	-	-	7,370	20,000	20,000
Fixtures, fittings and furniture						
3314. Public hall equipment	33,553	40,000	6,447	24,020	400,000	400,000
3952. S/Vale Library/Civic-Storage&Equip	-	-	-	-	10,000	10,000
3955. MCH Blinds-Chandler & Darren Reserv	-	-	-	6,695	16,000	16,000
Total plant and equipment	1,068,891	1,554,555	485,664	1,338,261	5,639,389	4,768,582
INFRASTRUCTURE						
Parks, open space and streetscapes						
1629. 275 Lonsdale St D'ngong-Vanity Lane	-	-	-	117,390	1,175,000	1,175,000
1747. Barry Powell Reserve Master Plan	3,105	5,000	1,895	-	99,049	-
1748. Spring Valley Reserve Master Plan	26,475	38,724	12,249	62,888	38,724	-
1761. 6-8 Fifth Ave - Reserve Development	4,920	-	(4,920)	22,342	100,000	100,000
1762. 90 Gove St - Reserve Development	-	-	-	-	56,883	100,000
1796. Wal Turner Reserve Master Plan	181,030	184,153	3,123	111,802	383,591	-
2117. 89 Douglas Street Noble Park	697	2,500	1,803	3,506	80,000	80,000
3065. Public Place Recycling Bin Instal.	-	-	-	34,760	39,192	-
3141. Thomas St Precinct Enhance(Afghan)	-	-	-	-	17,511	-
3192. Douglas St. s/scape improv.proj.	9,338	4,000	(5,338)	-	4,000	-
3248. DCP Keysb. Sth Industrial Buffer	91,951	109,229	17,278	6,630	109,229	-
3272. Indigenous Public Art SCP	18,701	21,000	2,299	3,337	61,000	-
3438. Hemmings St N'hood Act Ctr	-	-	-	2,100	60,000	-
3439. LRCI-Ross Reserve Stage 2	-	-	-	35,041	500,000	-
3440. LRCI-Warner Reserve	-	-	-	-	200,000	-
3454. Dogs off leash program	113,252	115,000	1,748	39,927	150,000	150,000
3490. Springvale Road Boulevard	6,848	11,246	4,398	122,066	4,069,601	-
3631. Dandenong Park Master Plan	1,414,951	1,417,915	2,964	108,711	2,200,915	1,000,000
3714. Tirhatuan Park Dog Off Leash	6,770	10,000	3,230	31,710	153,500	-
3747. Streetscapes - Activity Centres	-	-	-	-	50,000	50,000
3848. LRCI Hemmings SC Streetscape	287,239	305,000	17,762	22,861	417,807	100,000
3849. Frederick Wachter Res. Master Plan	247,842	252,126	4,284	289,014	1,310,626	510,000
3853. Parkfield Res. Master Plan Impl.	69,636	74,901	5,265	372,652	894,901	1,050,000
3854. Burden Park Res. Master Plan Imp.	711,718	715,104	3,386	38,233	787,104	20,000
3900. Ross Reserve Plaza/Play/Oval/Path	370,961	364,000	(6,961)	34,217	535,755	-
3929. Act Ctr Strat Plan Imp - D'ngong	6,525	8,393	1,868	64,330	443,393	-
3930. Act Ctr Strat Plan Imp - NPark	12,915	15,000	2,085	2,636	50,000	-
3931. Guardrail Upgrade Program	8,670	8,670	0	-	8,670	-
3932. Open Space Infra Renewal Prg	78,920	70,000	(8,920)	22,900	160,000	160,000
3933. Sports Lighting Plan Imp.	7,368	-	(7,368)	152,184	400,000	-
3934. Parking Sensor Implementation	-	-	-	462,427	344,508	-
3940. Ross Reserve Comm Ctr Car Park	100,409	100,000	(409)	368,585	499,452	-
3943. Keysb Sth Comm Hub Dog Off Leash	3,945	7,938	3,993	3,653	62,938	-
3967. D'ngong Act Ctr- Streetscape	-	-	-	-	25,000	25,000
3968. Norman Luth Reserve Lighting	18,572	22,500	3,928	359,811	376,365	376,365
3969. Thomas Carrol-Cricket/Play/Light	12,200	15,000	2,800	5,800	15,000	15,000
3970. Alan Corrigan Exercise Equipment	21,532	20,000	(1,532)	32,298	60,000	60,000
3971. D'ngong/D'ngong Nth-Sensory Nature Tr	-	-	-	-	-	100,000
3973. Signage Renewal Program	22,320	22,000	(320)	53,000	110,000	110,000

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

CIP Expenditure Report

	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL MID YEAR BUDGET \$	ANNUAL ORIGINAL BUDGET \$
Recreational, leisure and community facilities						
3209. Active Reserves Program	28,410	30,000	1,590	185,950	335,000	335,000
3442. Noble Park Revitalisation	-	20,000	20,000	-	190,000	-
3518. Harmony Square Entrance Protection	-	-	-	-	30,000	-
3794. Tatterson Park Masterplan	219,069	219,000	(69)	125,697	435,671	-
3837. Greaves Res.Tennis Court Resurf.	5,252	4,276	(976)	13,223	95,276	-
3900. Ross Reserve Plaza/Play/Oval/Path	170,106	168,000	(2,106)	1,890,133	1,998,252	-
3926. Sports Facilities Plan Imp.	(96)	-	96	-	-	-
3963. Ian Tatterson Leisure Park Cricket	33,500	30,000	(3,500)	9,915	30,000	60,000
3964. Warner Reserve Recreation Space	1,320	-	(1,320)	1,018	175,450	350,900
3965. Red Gum Rest - Shade	415	-	(415)	93,760	120,000	120,000
3966. Tirhatuan Park - Basketball Court	4,700	-	(4,700)	-	4,700	175,000
3969. Thomas Carroll-Cricket/Play/Light	-	-	-	174,663	180,000	430,000
Roads						
1629. 275 Lonsdale St Dnong-Variety Lane	55,308	60,000	4,692	29,356	90,000	-
3080. Abbots Road DCP item L102	-	-	-	-	4,806,087	4,806,087
3231. Local Road Upgrade & Reconstruction	50,718	55,133	4,415	60,546	165,133	-
3373. Municipal wide, Kerb and Channel	142,471	139,800	(2,671)	114,574	350,000	500,000
3418. Municipal Wide.LATM post audit	431,933	435,200	3,267	67,845	450,000	450,000
3752. Local Road Rehab.Prg-Implement R2R	-	-	-	-	507,817	507,817
3753. Local Road Surf./Rehabit. Prg.	1,058,725	1,060,000	1,275	1,258,406	4,000,000	5,250,000
3828. Activity Centre Proj. Mason St	54,952	58,779	3,827	30,698	488,779	-
3923. Cheltenham Rd/Chandler Rd	235,245	241,666	6,421	3,200	241,666	-
3934. Parking Sensor Implementation	-	-	-	-	200,000	200,000
3938. Kerb & Channel Resurfacing Program	2,057,234	2,058,200	966	991,332	3,000,000	1,750,000
3942. Black Spot Works Program	235,676	244,524	8,848	46,590	2,681,676	-
3944. Keysb Sth Comm Hub Access Road	14,980	15,000	20	20,333	1,977,002	2,000,000
3961. Road Reconst Program - Geotechnical	-	-	-	-	50,000	50,000
3962. Bakers Road Service Road	-	-	-	-	-	180,000
3972. Local Roads Community Infras. Prog.	-	-	-	-	-	517,807
3990. DCP - Chapel Rd Upg & Traffic Light	291,434	156,237	(135,197)	9,000	156,237	-
Bridges						
3185. Municipal Wide - Bridges	-	-	-	-	-	100,000
Footpath and cycleways						
3174. Active Transport Infra.Priority Pat	3,000	10,000	7,000	4,440	200,000	200,000
3355. Municipal Wide-Footpath Renewal	544,433	565,000	20,567	132,840	1,000,000	1,400,000
Off street car parks						
3794. Tatterson Park Masterplan	1,077,725	1,078,918	1,193	496,416	1,648,918	-
3901. Ross Reserve Access Road	54,220	54,717	497	19,780	174,717	-
3937. Car Park Renewal Program	18,461	58,448	39,987	691	153,645	-
Drainage						
3019. Major Drainage Renewal Prg.	200,636	203,000	2,364	26	410,000	410,000
3129. Drainage program	299,862	301,956	2,094	72,883	384,770	-
3939. Drainage Reactive Renewal Program	327,502	250,000	(77,502)	15,988	250,000	250,000
Total infrastructure	11,481,275	11,437,253	(44,022)	8,912,996	43,073,627	25,223,976
GRAND TOTAL	25,104,506	25,323,101	218,595	23,449,906	81,831,314	43,705,351

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Appendix 2

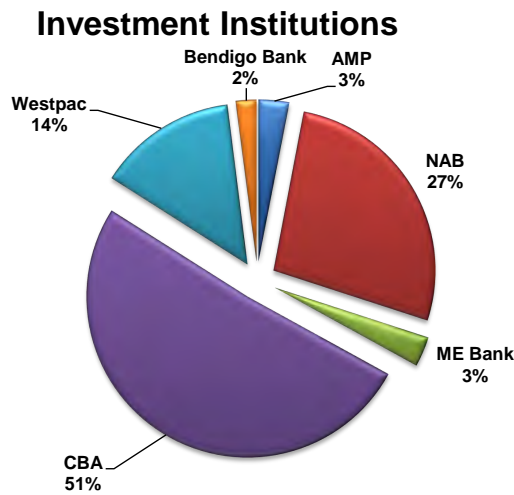
Investment Analysis

4.2.1 Q2 Quarterly Performance Report (Cont.)



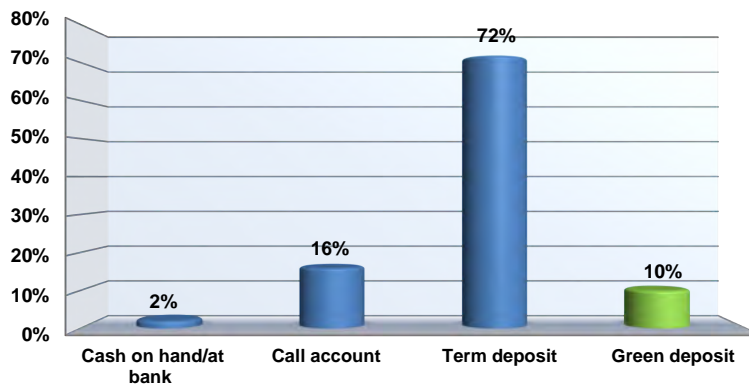
Financial Report for the period 1 July 2020 – 31 December 2020

Cash and Investments



Policy limit - no single institution shall comprise more than 25% of the total investment portfolio, unless the investment is with Council's banker (CBA).

Portfolio Products



Note: Green deposit: 10% (or \$17.16 million) was invested at 31 December 2020 in investments that are certified against Climate Bonds Initiative – Climate Bonds Standard, the same certification as green bonds.

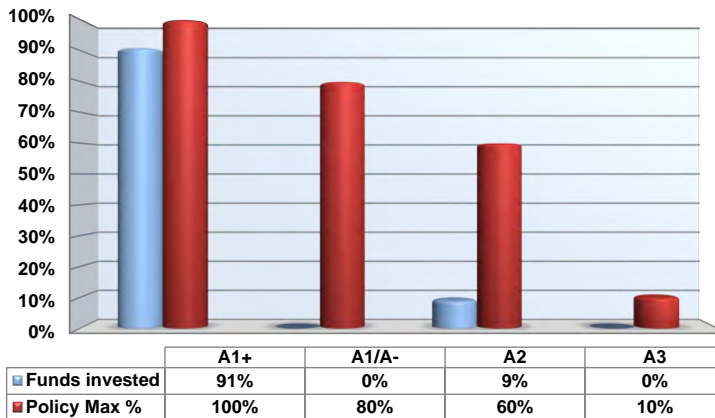
4.2.1 Q2 Quarterly Performance Report (Cont.)



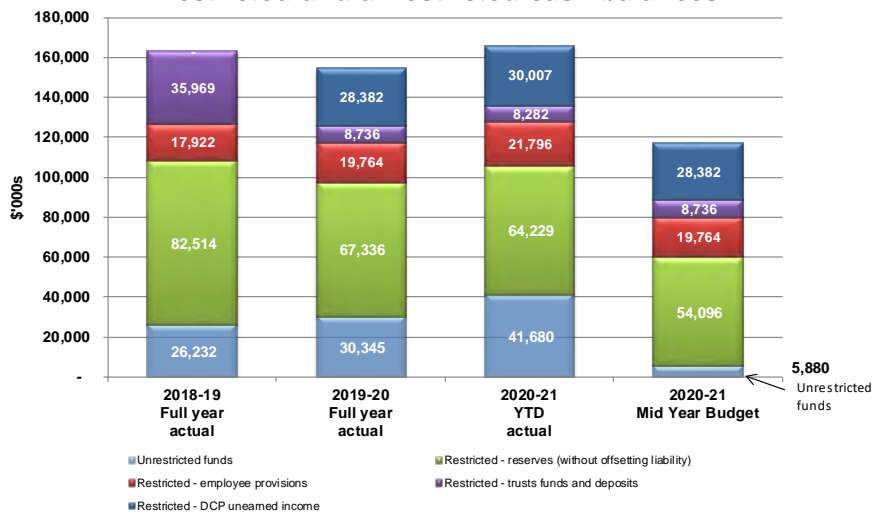
Financial Report for the period 1 July 2020 – 31 December 2020

Cash and Investments

Investment Credit Rating



Restricted and unrestricted cash balances



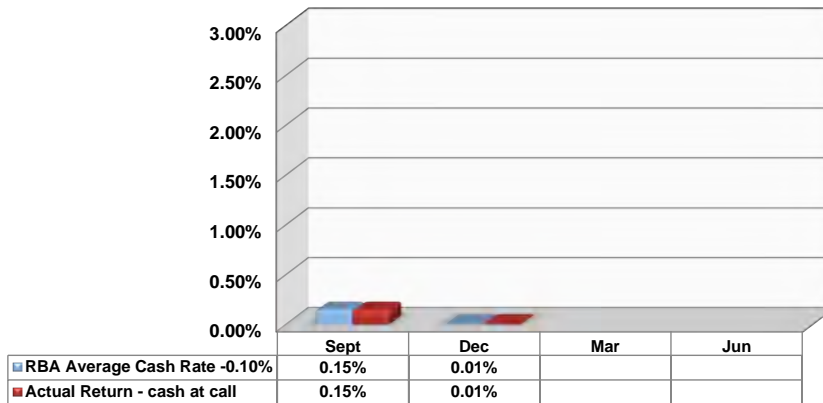
Note - DCP unearned income was previously classified in trust funds and deposits (2018-19 and prior).

4.2.1 Q2 Quarterly Performance Report (Cont.)

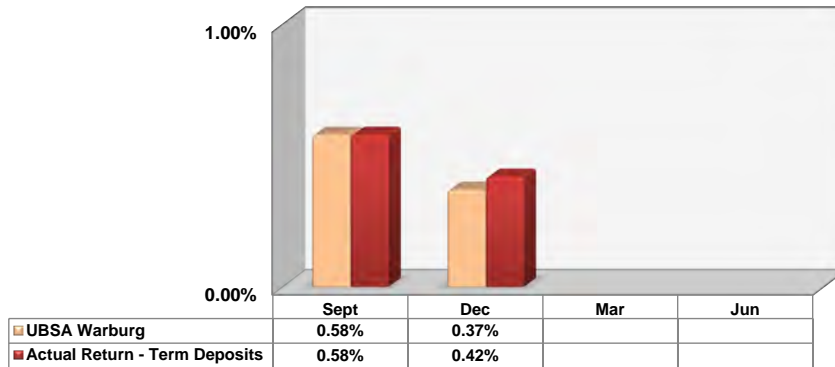


Financial Report for the period 1 July 2020 – 31 December 2020

Benchmark Indicator - Cash at Call



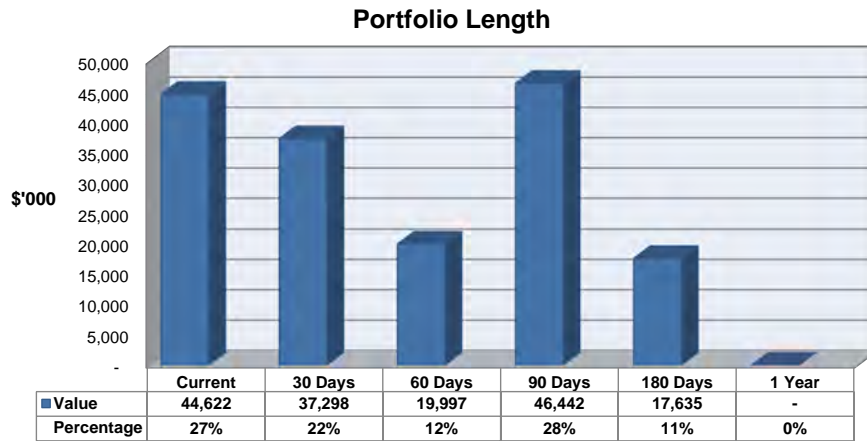
Benchmark Indicator - Term/Green Deposits



4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020



4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Appendix 3

Directorate Analysis

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Total Operating Results

CGD BY DIRECTORATE					
	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Chief Executive Office	-	-	-	-	-
Greater Dandenong Business	717	722	(5)	795	196
Corporate Services	860	743	117	2,131	2,691
Engineering Services	12,606	12,397	209	27,246	24,776
City Planning Design and Amenity	5,413	5,027	386	10,734	13,218
Community Services	8,834	8,406	428	20,338	20,602
Non-Directorate ^(a)	74,430	73,984	446	159,141	160,898
Capital Works Program	827	796	31	15,937	4,154
Total income	103,687	102,075	1,612	236,322	226,535
Expenses					
Chief Executive Office	288	294	6	788	788
Greater Dandenong Business	1,932	2,109	177	5,209	4,299
Corporate Services	10,954	11,777	823	22,858	23,280
Engineering Services	25,953	29,758	3,805	69,150	64,637
City Planning Design and Amenity	7,490	8,455	965	18,498	18,256
Community Services	21,164	23,759	2,595	52,162	47,828
Non-Directorate ^(a)	21,939	20,595	(1,344)	44,667	37,689
Capital Works Program	-	-	-	-	-
Total expenses	89,720	96,747	7,027	213,332	196,777
Net surplus (deficit)	13,967	5,328	8,639	22,990	29,758

^(a) Non Directorate includes non-attributable items such as rates income, developer's contributions, interest income, non-monetary assets, finance costs and depreciation.

Note. Total income and total expenditure may differ to the operating result on the previous page due to the treatment of proceeds from asset sales and associated written down value.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

CEO DIRECTORATE

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Other income	-	-	-	-	-
Total income	-	-	-	-	-
Expenses					
Employee costs	286	275	(11)	586	586
Materials and services	2	16	14	96	96
Other expenses	-	3	3	106	106
Total expenses	288	294	6	788	788
Net surplus (deficit)	(288)	(294)	6	(788)	(788)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
CEO	-	-	-	-	-
Total income	-	-	-	-	-
Expenses					
CEO	288	294	6	788	788
Total expenses	288	294	6	788	788
Net surplus (deficit)	(288)	(294)	6	(788)	(788)

Notes:

No comments required for this directorate.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

GREATER DANDENONG BUSINESS GROUP

OPERATING RESULT

	Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
User fees		-	-	-	6	6
Grants - operating		680	680	-	680	-
Other income		37	42	(5)	109	190
Total income		717	722	(5)	795	196
Expenses						
Employee costs	1	1,228	1,339	111	2,789	2,806
Materials and services	2	698	754	56	1,977	1,365
Other expenses		6	16	10	443	128
Total expenses		1,932	2,109	177	5,209	4,299
Net surplus (deficit)		(1,215)	(1,387)	172	(4,414)	(4,103)

BUSINESS UNITS

		YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
Greater Dandenong Business Executive		-	-	-	-	(1)
Business Networks		180	180	-	204	50
Activity Centres Revitalisation		500	500	-	506	6
Major Projects		37	39	(2)	79	135
Economic Development		-	3	(3)	6	6
Total income		717	722	(5)	795	196
Expenses						
Greater Dandenong Business Executive		186	199	13	420	424
Business Networks		446	456	10	1,014	747
Activity Centres Revitalisation		481	510	29	1,871	1,102
Major Projects		238	225	(13)	494	550
Economic Development		581	719	138	1,410	1,476
Total expenses		1,932	2,109	177	5,209	4,299
Net surplus (deficit)		(1,215)	(1,387)	172	(4,414)	(4,103)

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Greater Dandenong Business Group

Expenditure

Note 1 Employee costs (\$111,000 favourable) – The favourable variance is primarily due to vacant positions (Economic Development \$101,000). Any permanent savings will be reflected in the 2020-21 full year forecast.

Note 2 Materials and services (\$56,000 favourable) – The majority of this favourable variance is due to delay in receipt of external contractor invoices (Economic Development \$28,000 and Activity Centres Revitalisation \$15,000).

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

CORPORATE SERVICES DIRECTORATE

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Statutory fees and fines	38	56	(18)	111	111
User fees	-	11	(11)	21	21
Grants - operating	24	-	24	40	1
Other income	3	798	676	1,959	2,558
Total income	860	743	117	2,131	2,691
Expenses					
Employee costs	4	6,334	6,542	208	14,063
Materials and services	5	4,187	4,650	463	7,479
Other expenses	6	433	585	152	1,667
Total expenses	10,954	11,777	823	22,858	23,280
Net surplus (deficit)	(10,094)	(11,034)	940	(20,727)	(20,589)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Corporate Services Executive	-	-	-	-	-
Communications and Customer Service	6	-	6	197	559
Governance	737	638	99	1,511	1,748
Information Technology	-	-	-	-	-
Financial Services	75	95	(20)	363	363
People and Procurement Services	42	10	32	60	21
Total income	860	743	117	2,131	2,691
Expenses					
Corporate Services Executive	237	232	(5)	598	609
Communications and Customer Service	2,232	2,572	340	5,715	6,188
Governance	1,301	1,612	311	3,175	3,248
Information Technology	3,012	2,987	(25)	5,092	5,186
Financial Services	1,269	1,269	-	2,878	2,889
People and Procurement Services	2,903	3,105	202	5,400	5,160
Total expenses	10,954	11,777	823	22,858	23,280
Net surplus (deficit)	(10,094)	(11,034)	940	(20,727)	(20,589)

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Corporate Services Directorate

Income

Note 3 Other income (\$122,000 favourable) – Higher than anticipated rental and recovery income to date (Property Management Administration \$78,000 and Emergency Management \$38,000).

Expenditure

Note 4 Employee costs (\$208,000 favourable) – The favourable variance is primarily due to vacant positions and a reduction in the use of casual staff and overtime (Civic Facilities \$90,000, Call and Service Centres \$68,000 and Records Management \$23,000), reduced hours for staff (Governance \$17,000), a delay in corporate training (Organisational Development Executive \$48,000) and the delivery of programs (Occupational, Health and Safety \$16,000).

This favourable variance is partly offset by the retirement of a staff member (Property Revenue \$25,000) and staff yet to take leave (Information Technology Executive \$30,000, Financial Services \$15,000 and Corporate Services Executive \$10,000).

Note 5 Materials and services (\$463,000 favourable) – Favourable variance due to delay in receipt of invoices, commencement of projects and lower than anticipated printing and stationery, postage and storage and professional services costs to date (Organisational Development Executive \$104,000, Communications and Customer Service Executive \$89,000, Property Management Administration \$52,000, Risk Management \$49,000, Property Revenue \$36,000, Technical Services \$36,000, Civic Facilities \$34,000, Records Management \$32,000, Occupational Health and Safety \$28,000, Members of Council \$19,000 and Southern Screen \$18,000).

This favourable variance is partly offset by invoices that were paid earlier than anticipated (Contracts \$30,000 and Governance \$14,000), which will correct in January 2021, combined with higher than anticipated emergency relief and recovery costs, which are mostly recoverable (Emergency Management \$24,000).

Note 6 Other expenses (\$152,000 favourable) – Favourable variance mainly due to a saving in Council's contribution to the Dandenong Night Market which will not occur due to the COVID-19 pandemic and a delay in the Melbourne Food and Wine Festival contribution (Dandenong Market \$127,000). Any permanent savings will be reflected in the 2020-21 full year forecast.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

ENGINEERING SERVICES DIRECTORATE

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Rates and charges	11,254	11,215	39	22,438	22,438
Statutory fees and fines	7 204	100	104	215	413
User fees	279	287	(8)	607	607
Grants - operating	8 277	215	62	290	15
Contributions - monetary	1	-	1	-	-
Asset sales	9 246	343	(97)	686	686
Other income	10 345	237	108	3,010	617
Total income	12,606	12,397	209	27,246	24,776
Expenses					
Employee costs	11 8,621	8,853	232	18,621	18,082
Materials and services	12 17,034	20,478	3,444	49,810	46,131
Carrying amount of assets sold	13 44	154	110	309	309
Other expenses	254	273	19	410	115
Total expenses	25,953	29,758	3,805	69,150	64,637
Net surplus (deficit)	(13,347)	(17,361)	4,014	(41,904)	(39,861)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Engineering Services Executive	-	-	-	-	-
Infrastructure Services	11,907	11,809	98	26,037	23,510
City Projects and Asset Improvement	7	2	5	19	19
Infrastructure Planning	692	586	106	1,190	1,247
Total income	12,606	12,397	209	27,246	24,776
Expenses					
Engineering Services Executive	-	-	-	-	-
Infrastructure Services	20,766	23,779	3,013	55,663	51,698
City Projects and Asset Improvement	4,220	4,902	682	11,371	10,940
Infrastructure Planning	967	1,077	110	2,116	1,999
Total expenses	25,953	29,758	3,805	69,150	64,637
Net surplus (deficit)	(13,347)	(17,361)	4,014	(41,904)	(39,861)

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Engineering Services Directorate

Income

Note 7 Statutory fees and fines (\$104,000 favourable) – Favourable variance due to better than anticipated fee income from sub-divisions, plan checking and property and storm water information requests (Civil Development and Design \$104,000).

Note 8 Grants - operating (\$62,000 favourable) – Favourable variance due to receipt of unbudgeted grants for Corridors of Green and Dandenong Creek Arts Trail grant received earlier than anticipated (Park Services \$55,000).

Note 9 Asset sales (\$97,000 unfavourable) – Lower fleet sales proceeds due to minor delays in sending a number of retired service vehicles to auction for disposal (Fleet Management \$97,000).

Note 10 Other income (\$108,000 favourable) – Contributions from developers in Keysborough South for rectification works (Parks Services \$85,000) combined with unbudgeted recovery income (Cleansing \$20,000 and Transport \$18,060).

Expenditure

Note 11 Employee costs (\$232,000 favourable) – Favourable variances caused by a delay in recruitment and lower temporary agency staff costs (Roads and Drains \$115,000, Parks Services \$67,000, Asset Management System implementation \$62,000 and Asset Protection \$10,000), combined with secondment of staff (Transport \$36,000).

This favourable variance is partly offset by higher than anticipated temporary/agency costs and job share arrangement resulting in unbudgeted EFT (City Improvement Executive \$79,000).

Note 12 Materials and services (\$3.44 million favourable) - Favourable variance due to:

- Timing of works and delay in receipt of invoices from contractors particularly in the areas of major road patching, fire hydrants and bridge maintenance (Roads and Drains \$1.11 million), garden waste, hard waste, tipping fees and recycling (Waste Management \$799,000), cleaning and maintenance of buildings (Building Maintenance \$724,000), park maintenance and utilities (Parks Services \$206,000) and dumped rubbish (Cleansing \$76,000).
- Lower than anticipated professional services for asset audits and asbestos rectification works (Asset Management \$157,000).
- Lower than anticipated fuel and fleet related costs to date (proactive maintenance, consumables, electrical) (Fleet Management \$149,000).
- Lower than anticipated building maintenance and operational costs for the Springvale Community Hub due to COVID-19 restrictions on opening (\$100,000).

These variances will be monitored and any permanent favourable variances will be reflected in the full year forecast.

Note 13 Carrying amount of assets sold (\$110,000 favourable) – Lower than anticipated carrying amount of assets sold to date, consistent with lower asset sale proceeds. This is a non-cash accounting entry (Fleet Management \$110,000).

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

CITY PLANNING, DESIGN & AMENITY

OPERATING RESULT

	Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
Statutory fees and fines	14	2,942	2,706	236	6,614	7,701
User fees		1,784	1,810	(26)	3,539	4,961
Grants - operating	15	680	468	212	493	468
Other income		7	43	(36)	88	88
Total income		5,413	5,027	386	10,734	13,218
Expenses						
Employee costs	16	5,763	6,240	477	13,450	13,670
Materials and services	17	1,227	1,522	295	3,648	3,141
Bad and doubtful debts	18	494	674	180	1,353	1,353
Other expenses		6	19	13	47	92
Total expenses		7,490	8,455	965	18,498	18,256
Net surplus (deficit)		(2,077)	(3,428)	1,351	(7,764)	(5,038)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
City Planning, Design and Amenity Exec.	-	-	-	-	-
Building Services	1,497	1,349	148	2,009	2,236
Planning and Design	810	797	13	1,743	1,733
Regulatory Services	3,106	2,881	225	6,982	9,249
Total income	5,413	5,027	386	10,734	13,218
Expenses					
City Planning, Design and Amenity Exec.	227	223	(4)	481	481
Building Services	1,625	1,784	159	3,719	3,511
Planning and Design	2,387	2,504	117	5,760	5,571
Regulatory Services	3,251	3,944	693	8,538	8,693
Total expenses	7,490	8,455	965	18,498	18,256
Net surplus (deficit)	(2,077)	(3,428)	1,351	(7,764)	(5,038)

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

City Planning, Design and Amenity Directorate

Income

Note 14 Statutory fees and fines (\$236,000 favourable) – Favourable variance due higher than anticipated income from parking infringements (Parking Management \$203,000) and planning applications to date (Statutory Planning \$47,000).

This favourable variance is partly offset by lower than anticipated animal infringements (Animal Management \$50,000), planning compliance infringements (Planning Compliance \$25,000) and lodgement permit, property information and fine income (Building \$18,000).

Note 15 Grants – operating (\$212,000 favourable) – Favourable variance due to receipt of unbudgeted grant from the Department of Environmental, Land, Water and Planning (Local Government (LG) Capacity Building Grant \$224,000). This will be offset by associated project expenditure and reflected in the full year forecast.

Expenditure

Note 16 Employee costs (\$477,000 favourable) – Favourable variance due to a delay in recruitment of vacant positions, lower overtime and use of temporary staff to date (Statutory Planning \$79,000, Animal Management \$66,000, Public Safety and Security \$65,000, Building \$53,000, Strategic Design and Sustainability Planning \$49,000, Parking Management \$47,000, General Law Enforcement \$33,000, Planning Compliance \$30,000 and Regulatory Services Administration \$20,000) combined with lower salary costs for school crossings due to closure of schools under COVID-19 stage four restrictions (School Crossing Supervisors \$26,000).

Note 17 Materials and services (\$295,000 favourable) – Favourable variance due to delay in receipt of invoices and commencement of projects combined with lower professional services expenditure (Strategic Design and Sustainability Planning \$157,000, Animal Management \$100,000, Parking Management \$83,000, Public Safety and Security \$38,000, Health \$36,000, Regulatory Services Administration \$29,000 and Planning Compliance \$19,000).

This favourable variance is partly offset by earlier than anticipated legal expenditure (Statutory Planning \$171,000).

Note 18 Bad and doubtful debts (\$180,000 favourable) – Favourable variance due to lower than anticipated provision for doubtful debts expense to date (Parking Management \$146,000, General Law Enforcement \$19,000 and Health \$9,000).

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

COMMUNITY SERVICES DIRECTORATE

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000	
Income						
User fees	19	684	1,088	(404)	2,329	2,473
Grants - operating	20	8,124	7,297	827	17,439	17,191
Other income		26	21	5	570	938
Total income		8,834	8,406	428	20,338	20,602
Expenses						
Employee costs	21	15,016	16,903	1,887	37,072	34,076
Materials and services	22	5,233	5,691	458	12,496	11,095
Bad and doubtful debts		-	-	-	9	9
Other expenses	23	915	1,165	250	2,585	2,648
Total expenses		21,164	23,759	2,595	52,162	47,828
Net surplus (deficit)		(12,330)	(15,353)	3,023	(31,824)	(27,226)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Community Services Executive	-	-	-	-	-
Community Wellbeing	5,257	4,486	771	9,739	8,873
Community Care	3,379	3,766	(387)	8,655	9,655
Community Arts, Culture and Libraries	117	95	22	1,511	1,613
Community Development, Sports and Recreation	81	59	22	433	461
Total income	8,834	8,406	428	20,338	20,602
Expenses					
Community Services Executive	279	343	64	744	445
Community Wellbeing	7,477	8,726	1,249	19,046	14,791
Community Care	5,464	5,901	437	13,113	13,894
Community Arts, Culture and Libraries	4,453	4,951	498	10,077	10,331
Community Development, Sports and Recreation	3,491	3,838	347	9,182	8,367
Total expenses	21,164	23,759	2,595	52,162	47,828
Net surplus (deficit)	(12,330)	(15,353)	3,023	(31,824)	(27,226)

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Community Services Directorate

Income

Note 19 User fees (\$404,000 unfavourable) - Unfavourable variance mainly due to the Family Day Care (FDC) administration levy not being charged due to COVID-19 mostly offset by higher FDC grant subsidy income (FDC \$329,000) combined with lower than anticipated service provision fee income (Home and Community Care \$110,000).

Note 20 Grants – operating (\$827,000 favourable) - Favourable variance due to:

Additional or grant funding received earlier than anticipated:

- Family Day Care \$914,000
- Child First \$188,000
- Enhanced MCH Program \$70,000
- Festivals and Events (Australia Day) \$21,000
- Community Development (Community Activation Social Isolation) \$25,000
- Senior Citizens Centres \$17,000

New (unbudgeted) grant funding received (to be reflected in the full year forecast):

- Community Development (Safety, Security and Space Activation) \$23,000

These favourable variances are partly offset by:

Lower than anticipated grant funding based on target achievement for:

- Food Services \$57,000
- Planned Activity Group \$43,000
- Home and Community Care \$36,000

Delay in receipt of anticipated grant funding:

- HACC – Assessments & Team Leaders \$193,000
- Refugee Immunisation Project \$85,000
- Sports Planning (Walk to School) \$10,000
- Childrens Support Services \$10,000

4.2.1 Q2 Quarterly Performance Report (Cont.)Financial Report for the period 1 July 2020 – 31 December 2020

Expenses

Note 21 Employee costs (\$1.89 million favourable) - Favourable variance due to delay in recruitment (Enhanced MCH Program \$432,000, Child First \$341,000, Library and Information Services \$200,000, Sleep and Settling Initiative \$153,000, New Directions - Mother and Babies \$143,000, Home and Community Care \$128,000, Playgroups Initiative \$118,000, Pre-School Field Officer \$84,000, Right@Home \$84,000, Planned Activity Group \$71,000, Childrens Support Services \$59,000, Maternal and Child Health \$58,000, Community Development \$47,000, Cultural Development \$42,000, Drug Strategy \$40,000, Food Services \$34,000 and Youth Leadership \$17,000).

Of the \$1.89 million favourable variance in Community Services, \$1.42 million relates to grant funded programs which require an acquittal. Any unspent grant funds relating to these programs will be carried forward to the 2021-22 financial year.

This favourable variance is partly offset by higher than anticipated temporary agency staff costs (HACC Co-ordination \$22,000) and higher hours than anticipated due to COVID-19 requirements (Immunisation \$74,000).

Note 22 Material and services (\$458,000 favourable) – Favourable variance due to delay in receipt of invoices and commencement of projects (Library and Information Services \$167,000, Home and Community Care \$112,000, New Directions – Mothers and Babies \$90,000, Market Street Occasional Child Care Centre \$85,000, Food Services \$81,000, Cultural Development \$73,000, Drug Strategy \$56,000, Community Precinct Operations \$53,000, Enhanced MCH Program \$52,000, Sports Planning \$47,000, Festivals and Events \$27,000, Community Funding \$26,000, Leisure Centres \$25,000, Drum Theatre \$24,000 and HACC Co-ordination \$24,000).

This favourable variance is partly offset by higher payments to educators relating to additional service delivery requirements which is mostly offset by higher grant income (Family Day Care \$668,000).

Note 23 Other expenses (\$250,000 favourable) – Favourable variance mainly due to delay in finalisation of community grant funding agreements due to adjustments for COVID-19 clauses to be added (Community Funding \$194,000).

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

NON-DIRECTORATE

OPERATING RESULT

	Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
Rates and charges	24	65,823	65,689	134	129,312	129,887
Statutory fees and fines		9	-	9	200	200
Grants - operating		5,266	5,266	-	10,720	12,201
Contributions - monetary	25	1,282	1,219	63	2,000	2,000
Contributions - non-monetary		298	298	-	15,000	15,000
Asset sales		1,001	1,000	1	1,000	-
Other income	26	751	512	239	909	1,610
Total income		74,430	73,984	446	159,141	160,898
Expenses						
Employee costs	27	395	721	326	3,959	1,050
Materials and services	28	768	826	58	2,369	1,188
Prior year capital expenditure unable to be capitalised (non-cash)	29	593	-	(593)	-	-
Depreciation		16,148	16,148	-	32,308	31,433
Amortisation - intangible assets		30	30	-	60	-
Amortisation - right of use assets		291	291	-	581	-
Borrowing costs		1,487	1,487	-	2,924	3,051
Finance costs - leases		-	-	-	21	-
Carrying amount of assets sold	30	1,000	-	(1,000)	-	-
Asset write offs	31	178	-	(178)	-	-
Other expenses		1,049	1,092	43	2,445	967
Total expenses		21,939	20,595	(1,344)	44,667	37,689
Net surplus (deficit)		52,491	53,389	(898)	114,474	123,209

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Governance	1,001	1,000	1	1,000	-
Corporate Accounting	72,147	71,765	382	156,141	158,898
Planning and Design	1,282	1,219	63	2,000	2,000
Total income	74,430	73,984	446	159,141	160,898
Expenses					
Governance	1,005	15	(990)	30	30
Corporate Accounting	20,912	20,562	(350)	44,619	37,641
Planning and Design	22	18	(4)	18	18
Total expenses	21,939	20,595	(1,344)	44,667	37,689
Net surplus (deficit)	52,491	53,389	(898)	114,474	123,209

Non-Directorate includes non-attributable items such as rates income, fire services levy payable on Council properties, developer's contributions, interest income, gifted assets, carrying amount of assets disposed/written off and finance costs. Non attributable COVID-19 pandemic costs are included here.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Non-Directorate

Income

Note 24 Rates and charges (\$134,000 favourable) – Favourable variance due to higher than anticipated income from general, supplementary rates and maintenance levy for Keysborough South Development (the maintenance levy is transferred to reserves).

Note 25 Contributions – monetary (\$63,000 favourable) – Better than anticipated income from public open space contributions to date. The nature of these receipts makes timing difficult to predict. These funds are transferred to reserves.

Note 26 Other income (\$239,000 favourable) – Favourable variance due to unanticipated car parking fringe benefits tax refund. The majority of this permanent variance will be reflected in the full year forecast.

Expenditure

Note 27 Employee costs (\$326,000 favourable) – Favourable variance due to delay in recruitment (Working for Victoria Fund \$328,000).

Note 28 Materials and services (\$58,000 favourable) – Favourable variance due to delay in receipt of invoices for postage, professional services and materials (Working for Victoria Fund \$43,000 and Corporate Accounting \$23,000).

Note 29 Prior year capital expenditure unable to be capitalised (non-cash) (\$593,000 unfavourable) – This unfavourable variance is due to works in progress (prior year capital expenditure) that is not able to be capitalised to the asset register because it is not capital in nature, does not meet the capitalisation threshold or relates to non-Council owned assets (Corporate Accounting \$593,000). This is a non-cash entry that does not impact on Council's cash position. Examples of non-capital expenditure include asset relocation, asset removal/demolition, operating services, projects cancelled, repairs and maintenance expenditure, studies/surveys and concept planning.

Note 30 Carrying amount of assets sold (\$1 million unfavourable) – Unfavourable variance due to written down value of land sold as part of three-way land swap with Development Victoria that settled in December. This is a non-cash accounting entry and it will be reflected in the full year forecast.

Note 31 Asset write offs (\$178,000 unfavourable) – Unfavourable variance due to assets written off mostly due to asset renewal and replacement. This is a non-cash accounting entry.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

CAPITAL WORKS PROGRAM

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL MID YEAR BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Grants - capital	813	796	17	13,879	3,244
Contributions - monetary	14	-	14	2,058	910
Total income	827	796	31	15,937	4,154
Expenses					
Employee costs	-	-	-	-	-
Materials and services	-	-	-	-	-
Bad and doubtful debts	-	-	-	-	-
Other expenses	-	-	-	-	-
Total expenses	-	-	-	-	-
Net surplus (deficit)	827	796	31	15,937	4,154

Notes:

No comments required for this directorate.

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Appendix 4

Operating Initiatives

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Operating Initiatives

Operating initiative project	2020-21 YTD Actuals \$	2020-21 YTD Budget \$	YTD Variance (Unfav) Fav \$	2020-21 Original Budget \$	Project update - 31 December
Community Services					
Membership fee for Refugee Welcome Zone (RWZ) Leadership Council	5,000	5,000	0	5,000	Initiative completed for 2020-21.
Dandenong Community Hub - Business Case and Concept Plan	0	0	0	80,000	Project has not yet commenced.
Community Gardens Strategy Development	0	0	0	20,000	Project has commenced.
Chandler Reserve Community Gardens Contribution	0	0	0	20,000	Discussions continue with the Maralinga Community Garden Inc. Plans have been provided to Council and a lease is being drafted. On site meeting 23 December 2020. Community consultation currently occurring, closing end of January 2021. Group has secured other external funding.
	5,000	5,000	0	125,000	
City Planning, Design and Amenity					
Climate Change Strategy Implementation	0	20,000	20,000	80,000	Consultant has been engaged - The South East Councils Climate Change Alliance (SECCCA) additional asset vulnerability assessments for community services and open space.
	0	20,000	20,000	80,000	

Table continued on next page

Notes re Operating Initiative reporting:

The reporting on operating initiatives excludes the following:

- Salary related initiatives
- Operating initiatives that add to an existing budget
- Ongoing initiatives
- Carry overs of prior year operating initiatives

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Q2 Quarterly Performance Report (Cont.)



Financial Report for the period 1 July 2020 – 31 December 2020

Operating initiative project	2020-21 YTD Actuals \$	2020-21 YTD Budget \$	YTD Variance (Unfav) Fav \$	2020-21 Original Budget \$	Project update - 31 December
Business, Engineering and Major Projects					
Stage 2 Social Enterprise Program	0	0	0	40,000	Project has not yet commenced. This funding is to be redirected to the COVID Business Grants Support Program (reflected in full year forecast).
Business Case for Dandenong Sports and Events Centre	0	0	0	50,000	Project has not yet commenced. Waiting for matching funding contribution from key stakeholders.
Street Trees - Springvale South	17,402	20,000	2,598	20,000	Project completed (minor savings).
Biodiversity Action Plan	0	0	0	50,000	Initial community consultation has been completed. Consultant has commenced fauna and flora surveys in the field all of which will inform the Plan.
Electric Vehicle Fleet Transition Plan	0	10,000	10,000	20,000	A specialist consultant is still to be appointed to prepare the Electric Vehicle Plan which is anticipated for completion during the first half of 2021.
Landscaping - Robinson Street and Princes Highway Intersection	3,000	0	(3,000)	200,000	Detailed design completed. Currently awaiting quotes prior to going to tender as the project will more than likely have to be staged. Expect to go out to tender in February and commence works in April.
Building demolition - Ross Reserve Junior Soccer Pavilion	0	0	0	80,000	Pavilion demolished in September 2020. Costs incorrectly allocated to a capital project account. Will be resolved in January.
Building demolition - Ross Reserve O'Donahue Pavilion (Football)	0	0	0	100,000	Pavilion demolished in September 2020. Costs incorrectly allocated to a capital project account. Will be resolved in January.
	20,402	30,000	9,598	560,000	
TOTAL	25,402	55,000	29,598	765,000	

4.2.2 Draft Community Engagement Policy

File Id:

Responsible Officer:

Director Corporate Services

Attachments:

Draft Community Engagement Policy

Report Summary

Council establishes a number of policies and codes of practice to guide the various operations of the Greater Dandenong City Council. Existing policies and codes of practice are subject to an ongoing review process to ensure that they comply with current legislation and adequately reflect Council's operational requirements. Any changes to existing policies are subject to Council approval. Policies and codes of practice that have become superfluous to Council's needs require abolition by Council.

The Community Engagement Policy has been reviewed in detail in line with the requirements of the *Local Government Act 2020* and is submitted to Council for adoption.

Recommendation Summary

This report recommends that the Community Engagement Policy be adopted as attached.

4.2.2 Draft Community Engagement Policy (Cont.)

Background

Policies establish clear processes and procedures by which Council conducts its business and activities and ensures that the decision-making process is consistent. It is critical that Council policies and codes of practice fully reflect the principles, values and issues that Council believes are important as outlined in the Council Plan.

Council's Community Engagement Policy was first adopted by Council on 14 October 2013 and reviewed again in 2018.

The last version approved in 2018 was developed in line with the Victorian Auditor-General's Report, "Public Participation and Community Engagement: Local Government Sector". This report was published in May 2017 and provided guidance on best practice principles. The draft policy was also consistent with the International Association for Public Participation (IAP2) Public Participation Spectrum.

The new draft policy (Attachment 1) has been revised in response to the new *Local Government Act 2020* which introduced new engagement principles and the need for Councils to undertake deliberative engagement processes for key documents.

Council developed its Community Engagement Policy in 2013 to outline its commitment to thorough, transparent and meaningful community engagement that will inform responsible decision-making for the benefit of the community. The revised policy approved in 2018 detailed Council's role in providing activities which allow the community to express their expectations, aspirations and ideas. The policy is used where the input of community stakeholders can make a valuable contribution to decision making and when changes to services or infrastructure are required.

The policy complements the Community Engagement Framework, also developed in 2018, which provides guidance to staff involved in undertaking consultation processes and ensures consistency in Council's approach to public participation. It includes best practice methods based on the IAP2 model and a clear process for determining the most effective engagement activities for each Council project.

- the introduction of five engagement principles:
 - a community engagement process must have a clearly defined objective and scope
 - participants in community engagement must have access to objective, relevant and timely information to inform their participation
 - participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement
 - participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement
 - participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.
- the introduction of deliberative engagement practices for key strategic documents including the Community Vision, Council Plan, Long Term Financial Strategy and Asset Plans.

4.2.2 Draft Community Engagement Policy (Cont.)

Proposal

That Council adopt the revised Community Engagement Policy in line with the requirements of the *Local Government Act 2020*.

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

Opportunity

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

Council Plan 2017-2021

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

People

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

Opportunity

- An open and effective Council

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

Plans

- Council Plan
- Community Wellbeing Plan

Policies

Framework

- Community Engagement Planning Framework
- Community Development Framework

4.2.2 Draft Community Engagement Policy (Cont.)

Related Council Policies

- Diversity, Access and Equity Policy
- Information Privacy and Health Records Policy
- Language and Communications Policy

Victorian Charter of Human Rights and Responsibilities

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

Financial Implications

There are no financial implications associated with this report. All engagement activities are included in annual operational budgets.

Consultation

The Community Engagement Policy was referred to Councillors, the Executive Management Team and a number of staff across the organisation involved in community engagement for review and evaluation prior to a community consultation phase. The community consultation ran from 17 December 2020 until 25 January 2021. Community members were given the opportunity to respond either online or through hard copy feedback forms however no responses were received.

Conclusion

The policy detailed in and attached to this report has been reviewed and found consistent with current legislation and Council's operational needs and is submitted to Council for adoption.

It was rewritten in consideration of legislative changes and the implementation of the *Local Government Act 2020*. All changes have been included and Council will meet the Act's deadline of 1 March for this policy's adoption.

Recommendation

That the Community Engagement Policy attached to this report be readopted.

4.2.2 Draft Community Engagement Policy (Cont.)

POLICY AND STRATEGY

DRAFT COMMUNITY ENGAGEMENT POLICY

ATTACHMENT 1

DRAFT COMMUNITY ENGAGEMENT POLICY

PAGES 12 (including cover)

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

4.2.2 Draft Community Engagement Policy (Cont.)



Community Engagement Policy

Policy Endorsement:	Council		
Policy Superseded by this Policy:			
Directorate:	Corporate Services		
Responsible Officer:	Manager Communications and Customer Service		
Policy Type:			
File Number:		Version No:	3
1 st Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:	Every 4 years	Next Review:	February 2025

4.2.2 Draft Community Engagement Policy (Cont.)

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DRAFT

4.2.2 Draft Community Engagement Policy (Cont.)



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4.2.2 Draft Community Engagement Policy (Cont.)

1. POLICY OBJECTIVE (OR PURPOSE)

Council is committed to thorough, transparent and meaningful community engagement that will inform responsible decision-making for the benefit of the community. This policy outlines Council's role in providing the community with the means to express their expectations, aspirations and ideas. The policy should be applied to projects, activities, plans or processes where the input of community stakeholders can make a valuable contribution to Council's decision-making and when changes to services or infrastructure are required.

This policy:

- meets the requirements of the *Local Government Act 2020*
- outlines the principles which guide community engagement
- sets out how and when community engagement activities are undertaken by Council
- aims to ensure engagement methodology is based on the International Association for Public Participation (IAP2) Public Participation Spectrum
- applied deliberative engagement principles in appropriate circumstances
- promotes a consistent approach across all Council services
- outlines the process of reporting engagement outcomes back to the community
- ensures diversity in participation and community viewpoint is supported and encouraged.

2. BACKGROUND

Council first adopted a Community Engagement Policy in 2013. A review of the policy took place in 2018 and was subsequently adopted by Council.

The Council Plan outlines the strategic objectives and key priorities for Council during its four year term. This policy supports its objective of 'An open and effective Council' and in particular the priorities of 'A Council connected with the community, providing an effective voice on their behalf' and 'Decision making which is transparent and accountable'.

This policy and its operational guidelines are consistent with, and based upon, the IAP2 Public Participation Spectrum, a best practice approach to community engagement that allows for different approaches. This spectrum has been retained as the core foundation for this policy.

3. SCOPE

This policy applies to all Council staff, contract workers, consultants and others who engage with the community on behalf of the Greater Dandenong City Council and serves as a guide to Councillors. The policy is supported by a planning framework (the '*Community Engagement Planning Framework*') that provides guidance and procedures for undertaking effective community engagement.

This policy will be applied to all community engagement activities conducted by Council including those that may be required:

- under the *Local Government Act 1989* and the *Local Government Act 2020*
- for the making of Council's Local Laws
- in relation to Council's budget and policy development.

4.2.2 Draft Community Engagement Policy (Cont.)

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

Background

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This policy gives effect to these by:

- complying with the relevant law (section 9(a) of the Act);
- giving priority to achieving the best outcomes for the municipality, including future generations (section 9b of the Act). This policy ensures that in relation to community engagement practices, Council Officers are compliant, act with integrity and act in the best interests of Council and the community.
- the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is promoted (section 9(c) of the Act). This policy has no impact on the economic and social sustainability of Council but has considered climate change and sustainability in its preparation (see section 8 of this policy).
- innovation and continuous improvement has been pursued (section 9(e) of the Act). This policy has provision for evaluation, monitoring and review (see section 10 of this policy).
- collaboration with other Councils and Governments and statutory bodies has been sought (section 9(f) of the Act). A number of other Council and best practice model policies were consulted in developing this policy.
- transparency of Council decisions, actions and information is ensured by the enactment of this policy (section 9(i) of the Act).

In giving effect to the overarching governance principles, a Council must also take into account the community engagement principles (section 56 of the Act), the public transparency principles (section 58 of the Act), the strategic planning principles (section 89 of the Act), the financial management principles (section 101 of the Act), and the service performance principles (section 106 of the Act). This policy adheres to all of the required community engagement principles as outlined in section 56 and operates in conjunction with Council's Public Transparency Policy and Conflict of Interest Policy. It has no financial impact on Council and the resources required to manage and administer it are allocated from existing resource budgets.

5. POLICY

Effective community engagement contributes to increasing the capacity of the community to participate in decision-making, the democratic processes of local government and improved knowledge. Council is committed to community strengthening and supports inclusive and engaging participation by all stakeholders.

Council will:

- ensure that the purpose of engagement is genuine and transparent
- conduct engagement activities using the IAP2 Public Participation Spectrum
- employ techniques and approaches to maximise community participation including deliberative engagement practices where required
- provide realistic and accessible opportunities within reasonable timeframes
- provide information that is clear, easy to understand and accessible to all people

4.2.2 Draft Community Engagement Policy (Cont.)



- value all participants’ knowledge, expertise and experience and respect their diverse views and priorities
- undertake evaluation processes to ensure continuous improvement with consultation activities
- report back to the community as soon as possible after a Council decision and explain how feedback was considered and/or incorporated into the final outcomes
- ensure all activities undertaken are in accordance with Council’s Privacy and Personal Information Policy and Public Transparency Policy.

Engagement Process

What is Community Engagement?

Community engagement provides opportunities for public involvement in Council decision making, community strengthening and capacity building. Engagement occurs in various forms with differing levels of involvement and is guided by the community engagement principles as set out in s56 of the *Local Government Act 2020*. These are:

Principle	Council’s Commitment
1. A community engagement process must have a clearly defined objective and scope.	<ul style="list-style-type: none"> • Develop community engagement plans for all engagement processes in accordance with this policy.
2. Participants in community engagement must have access to objective, relevant and timely information to inform their participation.	<ul style="list-style-type: none"> • Ensure all information relating to community engagement processes is provided as early as possible. • Allow a minimum of 28 days for participants to provide feedback. • Identify and address all challenges related to participation in the community engagement plan.
3. Participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement.	<ul style="list-style-type: none"> • Identify key stakeholders and groups that will be affected by the project in the early planning stage. • Select appropriate communication methods and recruitment activities to reduce barriers to representative participation. • Employ deliberative engagement practices for the development of key strategic documents including the Community Vision, Council Plan, Long Term Financial Strategy and Asset Plan.
4. Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement.	<ul style="list-style-type: none"> • Identify and minimise barriers to participation and levels of support required including but not limited to accessibility, language and digital literacy. • Ensure community engagement plans explain how any identified barriers will be addressed.

4.2.2 Draft Community Engagement Policy (Cont.)



<p>5. Participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.</p>	<ul style="list-style-type: none"> • Communicate the level of influence community members will have at the commencement of any process. • Ensure timely and regular feedback throughout the process to keep participants informed. • Provide responses at the conclusion of each process as to how the feedback received was used to influence the outcomes.
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The Greater Dandenong City Council uses the IAP2 framework as the basis in delivery of all its consultation projects. The Community Engagement Planning Framework that supports this policy aims to maximise community participation and contains a range of engagement techniques that can be used to achieve the most effective outcomes.

The Framework includes a set of guidelines for different methodologies and tools for a variety of outcomes across the range of the IAP2 spectrum. This is complemented by a risk assessment to assist with defining the level of community engagement required.

The IAP2 Public Participation Spectrum is designed to assist with the selection of an appropriate level of consultation. These levels are:

Inform	<i>To provide the public with balanced and objective information to assist them in understanding Council's decisions and/or intentions.</i>
Consult	<i>To obtain public feedback on ideas, alternatives and/or proposals to inform decision making</i>
Involve	<i>To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.</i>
Collaborate	<i>To partner with the public in each aspect of the decision including development of alternatives and the identification of preferred solutions.</i>
Empower	<i>To place final decision making in the hands of the public and build capacity in the community to lead change.</i>


A project may involve one or more of the above levels of consultation depending on the complexity of the project and the decision which needs to be made. Legislative requirements can also restrict the level at which Council engages.

Why do we engage?

Council conducts community engagement activities to improve its strategic planning and service delivery while fulfilling its requirements under the *Local Government Act 2020*. These activities help to better understand the needs and aspirations of the community and provide a number of benefits to both Council and the community including:

- transparency, integrity and increased trust in Council processes and decisions
- a more well-informed community

4.2.2 Draft Community Engagement Policy (Cont.)

- 
- increased community involvement
 - community ownership
 - improved levels of satisfaction with Council decisions and processes
 - improved service planning.

Council is also required to undertake legislated consultation processes in developing various corporate and statutory planning documents.

Who do we engage with?

Greater Dandenong City Council seeks to provide opportunities for engagement to our community and key stakeholders, those who live, work and play in our city. Our key stakeholders also include groups and individuals who have an interest in the decisions of Council and are directly impacted by their outcomes but do not necessarily reside or work within the city.

The target audience may be different for each consultation, depending on who may be impacted, and Council will seek to ensure they are adequately represented in the engagement process.

When do we engage?

Council will engage with the community and key stakeholders during the planning stages of projects which have a direct impact on the community. Council may also involve the community in matters regarding changes to services, changes to infrastructure, Council's Budget and strategic plans.

There are some circumstances where Council is mandated by legislation to engage with the community and this may include clear direction about the methods that must be used. Council is committed to complying with such requirements as a minimum and undertaking further community engagement where issues are of a sensitive or complex nature.

Council may also be presented with circumstances that require an advisory committee, advisory board, reference committee or working group to monitor contract performance or provide a forum for discussion of key management and strategic direction issues. The membership and terms of reference of such groups may be determined by contractual requirements or by advertisement to the broader community according to endorsed selection criteria.

Exemptions

Consultation will not occur in circumstances which relate to operational matters, confidential or commercial in confidence information, or when Council must make emergency or safety related decisions.

How do we engage?

Plan

The planning stage of any consultation will involve the creation of a project plan which will determine the purpose of engagement, the objectives Council hopes to achieve, who will be engaged and how this can be done most effectively.

Engage

The engagement process will be conducted according to the principles outlined in the *Local Government Act 2020* and Council's overarching objectives as set out in section 4 of this policy.

4.2.2 Draft Community Engagement Policy (Cont.)

The type of consultation undertaken will depend upon the target audience for the consultation, the size and complexity of the process, and the level of resourcing required.

Two approaches are used by Greater Dandenong City Council:

Participatory engagement – This represents the lower two levels of the IAP2 spectrum, inform and consult. This involves broad consultation techniques and will be used when Council is seeking feedback on draft documents such as the Budget or specific strategies and plans.

Deliberative engagement - This will involve engagement activities which provide opportunities for participants to weigh up evidence and have considered discussions over a period of time before making a decision. This approach is an example of the top levels of the IAP2 spectrum and seeks to involve, collaborate or empower. It will be used when required by legislation for key strategic documents including the Community Vision, Council Plan, Long Term Financial Strategy and Asset Plan, and in other instances where it is determined to be the best model of engagement.

Communicate

The results of all consultation activities, and their influence on Council decisions, will be reported back to the community and key stakeholders in a timely and accessible manner to ensure the process is open and transparent. This will be done in a number of ways including the use of social media, Council's corporate website, print media and direct contact with participants.

Evaluate

All community engagement activities undertaken by Council will be required to undergo an evaluation to determine the success of the project, identify improvement opportunities and provide recommendations for future consultations.

Enhance

Feedback and recommendations received through the evaluation stage will be used to enhance Council's future activities, improve overall engagement and influence policy reviews.

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

The *Victorian Charter of Human Rights and Responsibilities Act 2006* has been considered in relation to whether any human right under the Charter is restricted or interfered with in any way by enacting any part of this policy. It is considered that this policy is consistent with the rights outlined in the Charter.

7. RESPONSE TO THE GENDER EQUALITY ACT 2020

The *Gender Equality Act 2020* has been considered in the preparation of this policy. This policy aims to actively seek out the knowledge, perspectives and experiences of all gender groups on all Council activities as outlined in section 4 of this policy. This policy ensures all community members are able to take part in the planning and development of Council's services, policies and programs. No particular groups that are based on gender are considered to be impacted either positively or negatively by this policy.

4.2.2 Draft Community Engagement Policy (Cont.)

8. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability have been considered in the preparation of this policy but are not relevant to its contents. The policy is administrative in nature and Councillors have been provided access to electronic formats of the policy so that hard copies are not required.

9. RESPONSIBILITIES

All Council Officers involved in undertaking community engagement are responsible for ensuring that any community engagement plans and associated activities are compliant with this policy.

10. REPORTING, MONITORING AND REVIEW

Evaluation of all community engagement processes will allow for the ongoing review and improvement of this policy. These evaluations will enable Council to better identify barriers to participation and any areas of our community who are continually under-represented. The success of this policy will be measured by the quality of Council's engagement processes and the satisfaction of our community in how we engage with them.

11. REFERENCES AND RELATED DOCUMENTS

Legislation and References

- *Charter of Human Rights and Responsibilities Act 2006*
- *Equal Opportunity Act 2010*
- *Gender Equity Act 2020*
- *Local Government Act 1989*
- *Local Government Act 2020*
- Victorian Charter of Human Rights and Responsibilities 2006
- International Association for Public Participation (IAP2) Public Participation Spectrum

Related Council and Other Policies, Procedures, Strategies, Protocols, Guidelines

- Council Plan
- Community Wellbeing Plan
- Diversity, Access and Equity Policy
- Information Privacy and Health Records Policy
- Privacy and Personal Information Policy
- Public Transparency Policy
- Community Engagement Planning Framework
- Community Development Framework

4.2.2 Draft Community Engagement Policy (Cont.)



12. APPENDIX 1: RELEVANT SECTIONS FROM THE *LOCAL GOVERNMENT ACT 2020*

The *Local Government Act 2020* sets out a list of key strategies and documents Councils must engage with the community on:

- development or review of the Community Vision (s88)
- preparation and adoption of the Council Plan (s90)
- development, adoption, and review of the Financial Plan (s91)
- development, adoption, and review of the Asset Plan*
- electoral structure review (s16)
- governance rules (s60)
- proposing and making a local law (s73)
- budget or Revised budget (s95 and s96)
- compulsory acquisition of land (s112)
- selling, exchange or lease of land (s114 and 115)
- substantial changes or review of a Council service or program
- new, or changes of, adopted Council policies and/or strategies
- capital works projects including public buildings, centres and other infrastructure

4.3 OTHER

4.3.1 Arts Advisory Board Membership Endorsement

File Id:

Responsible Officer:

Director Community Services

Attachments:

Arts Advisory Board Terms of Reference

Report Summary

The formation of Council's Arts Advisory Board was endorsed by Council in 2017. The current endorsed Terms of Reference (Attachment 1) articulate the purpose and objectives of the Board, and provide for appropriate and relevant membership, advice and collaboration.

This report identifies the process of seeking community representative nominations and recommends three community representatives accordingly.

A total of fourteen community representative submissions were received for three vacant positions. Each applicant was assessed against the key selection criteria, along with short phone interviews and referee checks.

Recommendation Summary

This report recommends that Council endorse the three community representatives nominated, in accordance with the Terms of Reference and recommendation of the selection panel.

This report also recommends that Council endorses the recommendation to appoint Roh Singh as Chair of the Arts Advisory Board for an initial period of twelve months.

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

Background

On 26 June 2017 Council initially endorsed the formation of the Arts Advisory Board and the Arts Advisory Board Terms of Reference, with the Terms of Reference being reviewed and updated and endorsed by Council on 30 November 2020. The Arts Advisory Board membership sets out to:

- Provide strategic input, advocacy and specialised knowledge to steer efforts to promote, support and grow arts throughout the city.
- Support the implementation of best practise and excellence through knowledge and expertise of latest trends and modelling in the arts sector.
- Reflect local interests and drive the development of Greater Dandenong as a city recognised for its rich cultural output, opportunities and services.
- The Terms of Reference stipulate that the Board will consist of representatives from the following:

The Terms of Reference stipulate that the Committee will consist of representatives from the following:

- 1 Councillor Representative - appointed at the annual Council Meeting to elect the Mayor
- Senior Council Officer from the Community Services Directorate
- Up to 5 Community Representatives – appointed by Council. Community members will be representative of Council's diverse and multicultural community. Members may have knowledge and experience with community and/or business networks and linkages within the city; a proven expertise and experience in arts and cultural activities, and engagement in the area.

The current three-year tenure for three of the five current independent members of the Arts Advisory Board is due to end on 6 March 2021. Two current members were appointed mid-term in February of 2020 and these members will therefore continue their roles as incumbent board members. Accordingly, three vacant positions are available.

Proposal

Call for Nominations

A call for nominations for Community Representatives was open to the public from Monday 26 October until Sunday 29 November 2020.

Fourteen community applications were received via direct email or an online nomination form, with three community representative vacancies available.

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

Selection Panel

In accordance with the endorsed Terms of Reference, a selection panel was convened to assess nominations and make a recommendation to Council for consideration and endorsement.

The selection panel consisted of:

- Director Community Services
- Manager Community Arts, Culture and Library Services
- Coordinator Arts and Cultural Development (non-voting member).

Selection Criteria

The applicants were assessed against the following criteria, in accordance with the endorsed Terms of Reference, to determine if they were suitable:

- Relevant demonstrated experience and expertise.
- Sound knowledge and understanding of local issues that are relevant to their interest area.
- Knowledge and experience with community and/or business networks and linkages within the City of Greater Dandenong.
- Reasoning as to their passion for arts in Greater Dandenong.
- Previous Board and/or Committee experience.

Shortlisted applicants also had a short phone interview and referee checks completed.

Applicants recommended for endorsement have also undergone Police Checks and Working with Children Checks.

Community Representative Nominations

The following Community Representative nominations are proposed for membership endorsement:

Roh Singh

A longtime resident of the South Eastern suburbs Roh is a practicing artist and academic, and valued member of Council's Public Art Working Group, to which he has contributed actively over the last 3 years. As a senior educator in a leadership position within the Arts & Design Faculty at Swinburne University, Roh has broad arts sector knowledge, with a particular expertise in public art, urban planning and the economic benefits of culturally creative cities. A strategic thinker and pragmatic problem solver, Roh has demonstrated experience in navigating complex industry and local government partnerships including recent work in this field for and on behalf of Swinburne with Knox City Council. Roh has lectured, taught and assessed at masters' level in the University and TAFE sector demonstrating elite mentorship and leadership skills. Roh's work and involvement in the Public Arts Working Group has seen him work with a broad cross section of the Greater Dandenong community and interact with representatives of the arts, multi-cultural and business community as well as government agencies.

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

It is recommended unanimously by the selection panel that Roh be nominated for the position of Chair of the Arts Advisory Board for a period of 12 months, thereafter in accordance with the Terms of Reference the Chair will be voted in on an annual basis by the Arts Advisory Board membership.

Oz Malik

A local young arts practitioner Oz fulfils the requirements of the board member who will represent the interests of the local arts community. Oz grew up in Dandenong and has a thorough understanding of the benefits and challenges of working, living and engaging the community in this region. In addition to being a working actor, Oz is currently employed as an advisor to the South and South East Asia Advocacy and Development division of the Australia Council of the Arts, Australian Government's arts funding and advisory body. This work contributes to advocacy outcomes across a wide remit of international policy. Deeply curious and driven by a passion to give back to community Oz is the Founder of the "Way over there" arts collective based in the South Eastern suburbs - creating arts opportunities for young people. He has deep connections with faith and interfaith organisations as well as local sports and youth clubs. Oz brings significant committee experience including participation on the Casey Inclusion and Advisory Committee, the Muslim Women's Council of Victoria and the Victorian Police Youth Committee.

Mish Eisen

A former project manager for Museums Victoria, and a practicing architect Mish established not for profit arts initiative Promerging Art and now runs GAMUT arts consultancy. As a small business owner in the arts Mish brings a unique perspective and over 25 years of experience on the connections between arts and business. This is augmented by significant experience in the intersection of placemaking and the built environment through her work as an architect. Mish has contributed as a member of the City of Frankston's Arts Board since 2012, having also engaged consistently on their Public Art Committee and contributed to realizing significant outcomes including the recent street art festival. Mish also brings experience in relation to supporting positive First Nations arts outcomes, having worked with and developed relationship with several indigenous arts centres and artists both across regional Victoria and the Northern Territories.

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

Place

- *Sense of Place* – One city many neighbourhoods

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

- *Safety in Streets and Places* – Feeling and being safe
- *Appearance of Places* – Places and buildings

Opportunity

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable
- *Tourism and visitors* – Diverse and interesting experiences

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 2016
- The Drum Strategic Plan 2016

Related Council Policies

- Community Wellbeing Plan 2017 - 21
- Activity Centre's Placemaking Framework 2016
- Greater Dandenong People Seeking Asylum and Refugees Plan 2018-21
- Multi-purpose Use of Community Facilities Policy 2018
- Community Facilities Management Policy
- Community Hub Framework 2016
- Community Development Framework 2016
- Community Engagement Policy and Framework 2018
- Youth Strategy Action Plan 2016-19

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

- Open Space Strategy 2009
- Sustainability Strategy 2016-2030

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

The resource requirements associated with this report are \$11,000 compared to the annual budget allocation of \$11,000 for this purpose.

Consultation

Promotion of the call for nominations was undertaken through the Council website, Dandenong Journal, Arts Hub, Craft Victoria, Creative Victoria, Public Galleries Association of Victoria, Council e-newsletter, Drum Theatre e-newsletter, Arts and Culture e-newsletter, Library e-newsletter, Council Talk Business eNews, as well as across Council social media platforms and Facebook interest groups.

Call for nominations was open to the public from Monday 26 October until Sunday 29 November 2020.

Conclusion

The Arts Advisory Board provides Council with an effective independent and collaborative forum to assist Council in meeting key priorities and strategic planning.

The endorsed Terms of Reference articulated the process of calling for nominations, which occurred for a four-week period and received a total of fourteen community representative nominations for three vacant positions.

It is recommended to endorse the three nominations identified within this report.

Recommendation

That:

- 1. Council endorses three community representatives to join the Arts Advisory Board**
 - 1.1. • Roh Singh**
 - Oz Malik**
 - Mish Eisen**
 - 1.1.1 Council endorses the appointment of Roh Singh to the position of Chair of the Arts Advisory Board for a period of twelve months.**

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

OTHER

ARTS ADVISORY BOARD MEMBERSHIP ENDORSEMENT

ATTACHMENT 1

**ARTS ADVISORY BOARD TERMS OF
REFERENCE - UPDATED 20200825**

PAGES 9 (including cover)

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

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)



Arts Advisory Board

Terms of Reference

PURPOSE

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

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

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

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

OBJECTIVES

The objectives of the Arts Advisory Board are to:

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

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

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

REPORTING REQUIREMENT

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

TERM OF APPOINTMENT

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

Independent members will be appointed to the Board for a period up to 3 years, noting that such period will run concurrently from the date of the first meeting attended by the appointed party.

MEMBERSHIP

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

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

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

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

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

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

ROLE OF THE COUNCILLOR/S

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

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

ROLE OF THE COUNCIL EXECUTIVE MEMBER

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

ROLE OF THE CHAIRPERSON

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

ROLE OF THE EXTERNAL INDEPENDENT PERSONS

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

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

SELECTION PROCESS

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

CRITERIA FOR MEMBERSHIP OF THE ARTS ADVISORY BOARD

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

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

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

SELECTION PANEL

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

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

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

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

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

RESPONSIBILITIES OF THE ARTS ADVISORY BOARD

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

Specific responsibilities of the Arts Advisory Board are to:

- Provide advice to Council for supporting and investing in arts and culture across the municipality, through
 - provision of quality facilities

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

- diverse and accessible programs and projects
- strong business and community partnerships
- support of local and emerging artists
- support of community arts initiatives
- increasing participation of Greater Dandenong residents and visitors in Council and community initiated arts programs and initiatives
- Provide advice to Council on the implementation of relevant arts and cultural strategies
- Strengthen advocacy and act as champion for the arts in Greater Dandenong
- Provide a forum for discussion on arts industry trends and best practice in both the Local Government and arts sectors
- Represent the interests of all members in the community and act in the best interests of Council
- Act with integrity, confidentiality and objectivity.

MEETINGS OF THE ARTS ADVISORY BOARD

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

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

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

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

WORKING GROUP/S

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

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

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

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

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

- Residents
- Artists and creators
- Businesses
- Schools, (Primary, Secondary, and/or Tertiary)

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

- Community Groups
- Community Agencies
- Other

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

As a reflection of the Arts Advisory Board's commitment to transparency Conflicts of Interest will be required to be declared as an agenda item to each Working Group meeting.

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

ATTENDANCE AND RECORD OF MEETINGS

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

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

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

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

CHAIRPERSON

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

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

QUORUM AND VOTING

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

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

CONFLICT OF INTEREST

The Local Government Act identifies direct and indirect conflicts of interest which require disclosure as and when they arise. Members of the Advisory Board must be fully aware of

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)

their responsibilities with regard to the management of interests in relation to the discharge of their duties as a member of the Advisory Board.

OFFICERS IN ATTENDANCE

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

REPORTING

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

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

GENERAL

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

4.3.1 Arts Advisory Board Membership Endorsement (Cont.)



Code of Conduct for Members of the Arts Advisory Board

Iagree to:

- ✓ Attend Advisory Board meetings and provide apologies in advance where attendance is not possible.
- ✓ Act in an advisory capacity by disseminating authorised information within the community and provide insight and advice into arts sector and community perspectives.
- ✓ Seek at all times to obtain and represent the views of the broader community.
- ✓ Respect the ideas and beliefs of all members and provide an atmosphere where all members feel comfortable to participate.
- ✓ Contribute in a positive way to finding solutions to issues or concerns.
- ✓ At all times act in good faith, with honesty and integrity and apply the skills and expertise I possess with diligence and care.
- ✓ Notify Council of any potential conflict of interest that may arise with respect to my participation on the Advisory Board.
- ✓ Allow Council to promote my participation in the Advisory Board in order to promote, support and grow arts in the City of Greater Dandenong.
- ✓ Not disseminate confidential information that is discussed at the Advisory Board meetings as advised by the Advisory Board chair.
- ✓ Not make any media comment on behalf of the Advisory Board in relation to the project unless approved by the Advisory Board chair.
- ✓ At all times act in accordance with the Agreed Meeting Etiquette.
- ✓ Declare any conflict of interest, direct or indirect, which may impact on my ability to carry out my duties with impartiality.

Signed: _____

Name: _____

Date: _____

Arts Advisory Board

4.3.2 Interfaith Network Contract

File Id: A7208506
Responsible Officer: Director Community Services

Report Summary

Council at its meeting held on 14 December 2020 considered a report that recommended entering into a contract agreement with the Interfaith Network of the City of Greater Dandenong (IFN) from 1 March 2021 to 30 June 2024 to support strengthening the organisation and contribute to achieving Council's strategic priorities.

Council directed that the contract first come to a Councillor Briefing Session for discussion regarding the strategic approach, requirements, key performance indicators, length and cost of the contract.

Council discussed the proposed contract at the Council Briefing Session on 18 January 2021.

This report recommends Council enter into a contract with the IFN to support strengthening the organisation and contribute to achieving strategic priorities of Council and the IFN.

Recommendation Summary

This report recommends that Council enter into a contract agreement with the IFN from 1 March 2021 to 30 June 2024 at a rate of:

- 1 March 2021–30 June 2021 at \$30,000 amortised payment equivalent to \$90,000 per annum
- \$90,000 per annum to 30 June 2022
- \$80,000 per annum to 30 June 2023
- \$70,000 per annum to 30 June 2024.

Funding is recommended to be conditional upon the IFN achieving contract deliverables that support:

1. Organisational development and strengthening
2. Strategic community engagement and dialogue
3. Community education.

4.3.2 Interfaith Network Contract (Cont.)

Background

The IFN was established in 1989, the first of its kind in Australia. The Network is a group of 55 diverse cultural and religious faiths operating within the City of Greater Dandenong to bring peace, harmony and understanding to the community.

The IFN is based at 39 Clow Street, Dandenong and delivers a number of activities including coordinating a multi-faith prayer roster for Council meetings, coordinating tours of places of worship, education activities, and multi-faith events and dialogue.

Council entered into a Community Partnership Funding Agreement with the IFN in 2014-15. This funding has been extended to 28 February 2021.

Council officers have engaged with the IFN to identify and review key documentation and discuss options to fund the Network. This process identified the preferred option of entering into a contract arrangement to strengthen organisational development and provided greater alignment of Network activities to achieve strategic priorities of Council and the IFN.

The IFN has written to Council acknowledging the benefits of the proposed contract arrangement for both the IFN and Council.

Proposal

It is proposed that Council enter into a contract agreement with the IFN from 1 March 2021 to 30 June 2024.

The agreement will include:

- Deliverables that support future financial diversification and sustainability, improved volunteer capacity and governance, and organisation communication and publicity.
- Facilitation of dialogue on issues strategically aligned with Council's priorities.
- Community education including tours for local stakeholders.

The contract will be staggered in line with financial diversification and sustainability deliverables at the following amounts:

- \$90,000 per annum to 30 June 2022
- \$80,000 per annum to 30 June 2023
- \$70,000 per annum to 30 June 2024.

The contract will include key performance indicators for the Network to achieve these outcomes, with contract oversight support by Council. Officers will assist the IFN to identify additional grant opportunities to diversify organisation funding.

4.3.2 Interfaith Network Contract (Cont.)

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
- *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
- *Tourism and visitors* – Diverse and interesting experiences
- *Leadership by the Council* – The leading Council

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

4.3.2 Interfaith Network Contract (Cont.)

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

- Council Plan 2017-21
- Community Wellbeing Plan
- Imagine 2030 Community Plan
- Greater Dandenong People Seeking Asylum Action Plan
- Community Development Framework.

Related Council Policies

- Diversity Access and Equity
- Community Facilities Management 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.

Financial Implications

Savings will be identified from the existing Community Funding budget for financial years 2020-21 and 2021-22.

Consideration for funding for financial years 2022-24 will be referred to Council's Long-Term Financial Planning Process.

Consultation

Significant consultation for this report has been conducted from September to January with the IFN executive committee and staff to identify and scope key strategic partnership opportunities. Consultation has also been conducted with relevant Council business units and Council.

Conclusion

This report concludes that Council enter into a contract arrangement with the Interfaith Network of the City of Greater Dandenong from 1 March 2021 to 30 June 2024 to deliver activities that strengthen the Network into the future and achieve strategic priorities of Council and the IFN.

4.3.2 Interfaith Network Contract (Cont.)

Contract rates:

- 1 March 2021 – 30 June 2021 at \$30,000 amortised payment equivalent to \$90,000 per annum
- 1 July 2021 – 30 June 2022 at \$90,000 per annum
- 1 July 2022 – 30 June 2023 at \$80,000 per annum
- 1 July 2023 – 30 June 2024 at \$70,000 per annum.

Recommendation

That Council:

- 1. contracts the Interfaith Network of the City of Greater Dandenong from 1 March 2021 to 30 June 2024 to deliver activities that strengthen the Network into the future and contribute to achieving strategic priorities of Council and the IFN.**

Contract rates:

- **1 March 2021 – 30 June 2021 at \$30,000 amortised payment equivalent to \$90,000 per annum**
- **1 July 2021 – 30 June 2022 at \$90,000 per annum**
- **1 July 2022 – 30 June 2023 at \$80,000 per annum**
- **1 July 2023 – 30 June 2024 at \$70,000 per annum.**

- 1.1. Includes key performance indicators in the contract with the IFN.**

4.3.3 Dandenong Market Pty Ltd - Director Roles

File Id:

Responsible Officer:

Director Corporate Services

Report Summary

Dandenong Market Pty Ltd (DMPL) is a wholly owned subsidiary company of Greater Dandenong City Council established for the purposes of operating Dandenong Market.

The constitution governing Dandenong Market provides that the Board of Management controlling the company is to be comprised of between three and five Directors. At present due to recent resignations, the Board is operating with four Directors, one of whom is currently in an Interim role until Council makes further Director appointments.

Council recently undertook a recruitment exercise and this report makes a recommendation in respect of the appointment of two Director's which would provide a full complement of Directors under the constitution.

Recommendation Summary

This report recommends that Council appoint Mr Chad Hermsen and Ms Pip Stocks as Directors of Dandenong Market Pty Ltd for a term of three years and further appoints Ms Donna McMaster as Board Chair with all appointments commencing from 24 March 2021.

4.3.3 Dandenong Market Pty Ltd - Director Roles (Cont.)

Background

Dandenong Market Pty Ltd (DMPL) was established in September 2012 as a means of Council establishing a skills-based Board to drive the strategic direction and operations of the Dandenong Market. Since this point, the Board has provided an extremely valuable service to Council and the Market has continued to evolve and develop including initiatives such as the introduction of Sunday trading and trialling in early 2020 of the night market.

The Market is an extremely valuable asset, not only to the City of Greater Dandenong, but also to the region, and acts as an important community networking vehicle that brings together people from all different backgrounds in the one location.

DMPL originally consisted of five Directors which were appointed by Council under the terms of the DMPL Constitution (which requires Director appointments to be made by the Shareholder (Council)). The number of Directors remained constant until December 2019, where following a resignation it was determined that the Board would trial a period of operations with four Directors.

DMPL has experienced two resignations from this position during 2020, with Ms Julie Busch resigning from the Board Chair role in May 2020 and Mr Franz Madlener resigning in November 2020. Council appointed Mr Tim Cockayne in June 2020 (and extended in December 2020) to be the Interim Chair for a period ending March 2021.

DMPL is therefore currently operating with four Directors, one of which has a term that is due to shortly expire.

A recruitment process was commenced in October 2020, closing on 18 November 2020 with advertisements placed on-line via the Australian Institute of Company Directors (AICD) and Women on Boards. A first round of interviews was conducted in late November and second and subsequent round was completed on 3 February 2021.

Following the completion of the interview process, it is recommended to Council that it appoints Mr Chad Hermsen and Ms Pip Stocks as Directors of DMPL for a three-year period.

Mr Hermsen has extensive experience in retail and strategic property development in his current role as Portfolio General Manager – Retail, QIC Global Real Estate, including key roles in the planning and delivery of retail developments in the Melbourne Emporium, Chadstone and Pacific Werribee.

Ms Stocks has a strong background in brand strategy, marketing and digital transformation focussed on customer experiences.

Both bring unique skills sets that will complement the existing Board.

These appointments will bring the number of Directors back to the full amount of five as allowed under the constitution (noting the retirement of Mr Cockayne following the 23 March 2021 Board Meeting).

4.3.3 Dandenong Market Pty Ltd - Director Roles (Cont.)

In accordance with the 12 December 2020, Council report which resolved to appoint Ms Donna McMaster as the 'chair-elect' to allow for a transition period to occur between Mr Cockayne and herself, this report now recommends the formal appointment of Ms McMaster as the Board Chair. This appointment will ensure continuity of the strategic direction of the Board as it re-establishes itself with three new Board members.

This report further recommends that Council formally recognise the work of both Mr Cockayne and Ms Julie Busch in guiding the Market through some difficult times during 2020 and in the case of Ms Busch in the years proceeding.

Proposal

This report recommends that Council appoint Mr Chad Hermsen and Ms Pip Stocks as Directors of Dandenong Market Pty Ltd for a term of three years and further appoints Ms Donna McMaster as Board Chair with all appointments commencing from 24 March 2021.

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'

Opportunity

- *Tourism and visitors* – Diverse and interesting experiences
- *Leadership by the Council* – The leading Council

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:

Opportunity

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

Victorian Charter of Human Rights and Responsibilities

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

Financial Implications

There are no financial implications associated with this report.

4.3.3 Dandenong Market Pty Ltd - Director Roles (Cont.)

Consultation

The recruitment process undertaken to this point have been done in partnership with DMPL.

Conclusion

There is little doubt that during 2020 the Board of DMPL has undergone significant change. The importance of consistency in management and strategic direction of the Dandenong Market remains however of paramount consideration for Council. This report recommends the appointment of two new Directors and the appointment of Ms Donna McMaster as the Board Chair.

Recommendation

That Council:

- 1. appoints Mr Chad Hermsen and Ms Pip Stocks as Directors of Dandenong Market Pty Ltd for a three-year term commencing 24 March 2021;**
- 2. appoints Ms Donna McMaster as the Board Chairperson; and**
- 3. provides a letter under seal recognising the contributions made by both former Board Chairs in Ms Julie Busch and Mr Tim Cockayne.**

4.3.4 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 25 January & 1 February 2021

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 January and February 2021.

Recommendation Summary

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

4.3.4 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 25 January & 1 February 2021 (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> <p>(a) Australia Day events. (b) Municipal Association of Victoria representation. (c) Agenda items for the Council Meeting of 25 January 2021.</p>	25 January 2021
2	<p>Dandenong Aquatic and Wellbeing Centre Business Case</p> <p>Councillors were provided with an overview of planning undertaken to date for the Dandenong Aquatic and Wellbeing Centre including the finalisation of the draft Business Case to submit for grant funding purposes.</p>	1 February 2021
3	<p>Mandatory Councillor Induction – Engagement and Reconciliation with Traditional Owners of Land in Greater Dandenong</p> <p>Councillors undertook this session to satisfy one aspect of mandatory Councillor induction required under the <i>Local Government Act 2020</i> and associated regulations by specifically addressing engagement and reconciliation with the traditional owners of land in Greater Dandenong. All Councillors were present for this induction session.</p>	1 February 2021
4	<p>Draft Community Engagement Policy</p> <p>Councillor feedback was sought on the draft Community Engagement Policy prior it being presented to the 22 February 2021 Council meeting for endorsement.</p>	1 February 2021

4.3.4 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 25 January & 1 February 2021 (Cont.)

5	Arts Advisory Board Member Nominations Councillor feedback was sought on proposed nominations for Arts Advisory Board Member and Chair positions prior to a report being presented to the Council meeting on 22 February 2021 for endorsement.	1 February 2021
6	General Discussion Councillors and Council officers briefly discussed the following topics: a. Ordish road development update. b. Hanna Street, Noble Park development update (CONFIDENTIAL). (c) Upcoming Reuse and Recycle Day event. (d) Community Gardens within the municipality. (e) Agenda items for the Council Meeting of 8 February 21.	1 February 2021

Apologies

- Cr Jim Memeti submitted an apology to the Pre-Council Meeting of 25 January 2021.

Recommendation

That:

1. the information contained in this report be received and noted; and
2. the information discussed at the above listed Councillor Briefing Session that was declared confidential in item 6(b) by the Chief Executive Officer under sections 77(2)(c) of the *Local Government Act 1989* and section 3(1) of the *Local Government Act 2020* remains confidential until further advisement unless that information forms the subject of a subsequent Council report.

Item 6(b) was deemed confidential on the ground that it was council business information that would prejudice the Council's position in commercial negotiations if prematurely released.

4.3.5 Response to Notice of Motion No. 1 - Compost Bin Rebate

File Id:

Responsible Officer: Director Business, Engineering & Major Projects

Report Summary

This report provides background and a recommendation for the introduction of a subsidy to City of Greater Dandenong residents paying the Residential Garbage Levy when purchasing one of the following items:

- Compost Bin
- Compost Tumbler
- Worm Farm
- Bokashi

Recommendation Summary

This report recommends that Council:

1. Funding be recommended for inclusion in the 2021/22 Budget to support a subsidy of compost related products as follows and if successful, commence the scheme from July 2021:

Item	2021/22 Maximum Subsidy Quantities	2021/22 Subsidy Level
Compost Bin	200	30%
Compost Tumbler	50	30%
Worm Farm	100	30%
Bokashi	50	30%
Delivery per Item	As above	\$10.00

2. Limits the subsidy to one purchase per household per financial year;
3. Adopt an on-line purchasing process for residents to order and pay for their required compost unit.
4. That the success of the initiative be reviewed each year by the Waste Services Unit and that the level of offer and subsidy be reviewed each year as a part of the annual budget process.

4.3.5 Response to Notice of Motion No. 1 - Compost Bin Rebate (Cont.)

5. That the nominated Waste & Recycling portfolio councillor be consulted as a part of that review.
6. Council's Education Officers continue to engage, educate and promote home composting.

4.3.5 Response to Notice of Motion No. 1 - Compost Bin Rebate (Cont.)

Background

In August 2020 Council approved the introduction of FOGO to its kerbside garden waste collection service. The Council Report stated "We will actively promote home composting as a beneficial alternative for all households" in addition to offering council's kerbside FOGO collection service.

At the Council meeting held on 30 November 2020, Cr. Rhonda Garad reference Monash and Casey Council's initiatives to incentivise and encourage behaviour change and to also take a leadership position via a compost rebate scheme for residents who wish to purchase a compost bin for home composting rather than disposal of organics via a council collection service.

The following Notice of Motion was raised by Cr. Garad and supported by Councillors as follows:

That officers present a report to a Council meeting before the end of February 2021 with the costs and benefits of a compost bin rebate.

FOGO

Council's FOGO collection services was formally adopted by Council in August 2020 and will commence on 5 April 2021. The introduction of FOGO is consistent with Council's Waste & Litter Strategy 2015-20 which is aligned with the State Government's "State-wide Waste & Resource Recovery Infrastructure Plan "(SWIRRP) and Circular Economy Policy ("Recycling Victoria") which prioritises diversion from landfill and a more sustainable use of resources.

Promoting composting is complimentary to FOGO and consistent with the primary intent of diverting waste from landfill.

Composting

Home composting delivers a real benefit to the home gardens to enrich soils, whilst promoting sustainability and the circular economy intent. The opportunity for council to support home composting demonstrates leadership and a genuine commitment to enhancing sustainability and engaging the community to support those objectives.

Furthermore and whilst difficult to quantify, any diversion away from the kerbside waste and recycling stream will reduce council's waste and recycling processing costs.

A benchmarking exercise of neighbouring councils via their website found the following subsidised offerings to their residents:

Item	Monash	Casey	Knox
Compost Bin			
Compost Tumbler			
Worm Farm			
Bokashi			

4.3.5 Response to Notice of Motion No. 1 - Compost Bin Rebate (Cont.)

Delivery per Item			
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Further consultation with individual council officers took place to understand the level of subsidy, the overall annual cost and the processes employed. These were considered when forming a recommendation to Council.

Monash Council offered an easy on-line purchasing system whereby residents could make their purchase inclusive of delivery via a link from the council website to council's supplier. The resident is charged the discounted rate when making a purchase, with council invoiced the value of the subsidy. Monash council officers reported this was a seamless process, easy to manage and provided convenience to the customer. Monash Council has introduced a cap limiting the number of items that can be offered at a discounted rate and a level of subsidy for each item which has provided council with surety aligned with the annual budget allocation.

Casey Council residents are required to purchase their items from a retail outlet and provide a copy of the receipt for reimbursement by council. They similarly have a set cap and subsidy level.

Both councils have a limit of one (1) subsidised purchase per year per household.

Community Education & Engagement

Council's Environmental and Waste Education Programs include education and engagement sessions on home composting. The offer of subsidised compost units will further enhance the community engagement via these sessions.

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

0. *Pride* – Best place best people

Place

1. *Sense of Place* – One city many neighbourhoods

Opportunity

2. *Education, Learning and Information* – Knowledge
3. *Jobs and Business Opportunities* – Prosperous and affordable

4.3.5 Response to Notice of Motion No. 1 - Compost Bin Rebate (Cont.)

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

4. Pride

Place

5. Leadership by Council
6. Regional Capital Dandenong
7. Jobs and Business Opportunities
8. Prosperous and Affordable

Opportunity

9. A diverse and growing economy
10. An open and effective Council

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

Greater Dandenong Waste & Litter Strategy 2015-20

The introduction of a compost subsidy scheme for residents is consistent with this Strategy including consideration of lower socioeconomic factors and cost to the community and, Theme 5 “Closing the Loop on Recycling”.

Greater Dandenong Sustainability Strategy 2016-2030

Council’s Sustainability Strategy includes several Themes relevant to FOGO.

Theme Waste and Resources with the Goal of a “Waste Wise City”. Key Objectives related to composting include:

- Reduce the amount of total waste sent to landfill.
- Increase the amount of material that is recovered for re-use and recycling.
- Work in partnership with our community to reduce the amount of food going to landfill.
- Work in partnership with our community to increase recycling rates.
- Increase community awareness on waste and recycling.

Victorian State Government Strategies, Plans & Policy

“State-wide Waste & Resource Recovery Infrastructure Plan “(SWIRRP).

This Plan is one of the State Government’s key strategic plans for waste and resource recovery.

4.3.5 Response to Notice of Motion No. 1 - Compost Bin Rebate (Cont.)

The SWIPRP's Strategic Direction 1 – Prioritise viable recovery has a key focus for the resource recovery of household food with an estimated 35% of household garbage comprising of food. The Strategic Direction states the objectives of improved environmental and financial outcomes for the community.

Circular Economy Policy 2020

The State Government's Circular Economy Goal 3 is to "Recycle more resources" with a target of halving the amount of food going to landfill by 2030.

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

Placing the recommended cap and level of subsidy for each item will require \$20,000 to be funded in the 2021/22 budget. This cost can be recovered via the Residential Garbage Levy charge adding a minimal charge per household.

Consultation

A benchmarking exercise was undertaken of the Monash, Casey, Knox, Kingston and Frankston Councils, with further consultation undertaken with Monash, Casey and Knox Council Officers.

City of Greater Dandenong Waste Services met with Councillor Rhonda Garad to workshop options on Wednesday 27 January 2021 and a Councillor Briefing was provided to councillors on Monday 15 February 2021, when councillors were afforded the opportunity to provide input into the compost bin subsidy proposal.

Conclusion

Adopting a subsidy for home composting supports Council's sustainability objectives, provides clear support to the community to encourage their commitment to sustainable living with a meaningful and tangible offering.

A community that adopts home composting will ultimately aid in the improvement to the quality of home soil conditions to aid better gardens, reduce waste to landfill, reduce the volume of kerbside organics collected, which will reduce those costs.

4.3.5 Response to Notice of Motion No. 1 - Compost Bin Rebate (Cont.)

Recommendation

That Council:

1.	<p>Funding be recommended for inclusion in the 2021/22 Budget to support a subsidy of compost related products as follows and if successful, commence the scheme from July 2021:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Item</th> <th style="text-align: center;">2021/22 Maximum Subsidy Quantities</th> <th style="text-align: center;">2021/22 Subsidy Level</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Compost Bin</td> <td style="text-align: center;">200</td> <td style="text-align: center;">30%</td> </tr> <tr> <td style="text-align: center;">Compost Tumbler</td> <td style="text-align: center;">50</td> <td style="text-align: center;">30%</td> </tr> <tr> <td style="text-align: center;">Worm Farm</td> <td style="text-align: center;">100</td> <td style="text-align: center;">30%</td> </tr> <tr> <td style="text-align: center;">Bokashi</td> <td style="text-align: center;">50</td> <td style="text-align: center;">30%</td> </tr> <tr> <td style="text-align: center;">Delivery per Item</td> <td style="text-align: center;">As above</td> <td style="text-align: center;">\$10.00</td> </tr> </tbody> </table>			Item	2021/22 Maximum Subsidy Quantities	2021/22 Subsidy Level	Compost Bin	200	30%	Compost Tumbler	50	30%	Worm Farm	100	30%	Bokashi	50	30%	Delivery per Item	As above	\$10.00
Item	2021/22 Maximum Subsidy Quantities	2021/22 Subsidy Level																			
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Bokashi	50	30%																			
Delivery per Item	As above	\$10.00																			
2.	<p>limits the subsidy to one purchase per household per financial year;</p>																				
3.	<p>adopts an on-line purchasing process for residents to order and pay for their required compost unit;</p>																				
4.	<p>the success of the initiative be reviewed each year by the Waste Services Unit and that the level of offer and subsidy be reviewed each year as a part of the annual budget process;</p>																				
5.	<p>the nominated Waste & Recycling portfolio councillor be consulted as a part of that review; and</p>																				
6.	<p>Education Officers continue to engage, educate and promote home composting.</p>																				

4.3.6 List of Registered Correspondence to Mayor and Councillors

File Id:	qA283304
Responsible Officer:	Director Corporate Services
Attachments:	Correspondence Received 1-12 February 2021

Report Summary

Subsequent to resolutions made by Council on 11 November 2013 and 25 February 2014 in relation to a listing of incoming correspondence addressed to the Mayor and Councillors, Attachment 1 provides a list of this correspondence for the period 1-12 February 2021.

Recommendation

That the listed items provided in Attachment 1 for the period 1-12 February 2021 be received and noted. be received and noted.

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

OTHER

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

ATTACHMENT 1

**CORRESPONDENCE RECEIVED
1-12 FEBRUARY 2021**

PAGES 3 (including cover)

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

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

Objective
 CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 01/02/21 & 12/02/21 - for officer action - total = 3

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
A letter from a resident regarding their concerns about illegal parking, waste collection and burglaries in Boyd Street, Dandenong North.	02-Feb-21	02-Feb-21	fA209509	Mayor & Councillors EA
A letter from a resident regarding their concerns about illegal truck parking in Inglewood Avenue, Noble Park.	03-Feb-21	03-Feb-21	fA209569	Mayor & Councillors EA
A letter from the Minister for Local Government regarding nominations for the Local Government Mayoral Advisory Panel.	04-Feb-21	04-Feb-21	fA209661	Mayor & Councillors EA

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

ORDINARY COUNCIL MEETING - AGENDA

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



Correspondences addressed to the Mayor and Councillors received between 01/02/21 & 12/02/21 - for information only - total = 5

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
Complaint from a resident regarding a concerning incident at Robert Booth Reserve on 17 January 2021.	24-Jan-21	01-Feb-21	A7306169	Mayor & Councillors EA
Letter of thanks to Mayor and Councillors from Roz Blades AM who received a Living Treasures award on Australia Day.	31-Jan-21	04-Feb-21	A7326753	Mayor & Councillors EA
A request from Frankston City Council's Mayor to have a discussion with Greater Dandenong's Mayor.	09-Feb-21	09-Feb-21	A7349495	Mayor & Councillors EA
Invitation to the Mayor to the Combined Probus Club of Noble Park Inc Annual General Meeting.	04-Feb-21	10-Feb-21	A7351209	Mayor & Councillors EA
Advice from the Department of Home Affairs regarding Harmony Week from 15 - 21 March 2021.	10-Feb-21	10-Feb-21	A7355428	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, dated and signed by the intending mover (Councillor), and lodged with the Chief Executive Officer no later than 12 noon at least three (3) business days before the meeting.

The guidelines for submitting a notice of motion to a Council meeting are included in the current Governance Rules.

5.1 Notice of Motion No.4 - Orange Door

File Id:

Responsible Officer:

Director Community Services

Author:

Cr Tim Dark

Preamble

The Orange Door is a centre for victims of family violence backed by the State Government. It is understood that there is a very successful Orange Door operating in the Bayside Peninsula region and others are reportedly being rolled out elsewhere. There is a proven need for as much support as can be provided to the people of the South East region and Greater Dandenong local government area in particular to address family violence and the proven success of Orange Door confirms that its services and programs (and related programs by any other providers) ought to be optimised in this region. Greater Dandenong's 'doors' ought to be open and welcoming of 'Orange Door' and any other providers that can address this most important matter.

Motion

That Council:

- 1. recognises and supports the outstanding work that Orange Door is doing for the victims of family violence and advocates to State Government for the programs on offer and any related programs to be optimised in this south-east region and the City of Greater Dandenong in particular; and**
- 2. publishes on Councils Advocacy page, this position and the support that Council has for any programs that will benefit victims and families in need.**

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 the information electronically to 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 Governance Rules.

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.