



**GREATER
DANDENONG**
City of Opportunity

AGENDA

TUESDAY 9 MARCH 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 Tuesday 9 March 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

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	MEETING OPENING	1
1.1	ATTENDANCE	1
1.2	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND	1
1.3	OFFERING OF PRAYER	2
1.4	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	2
1.5	DISCLOSURES OF INTEREST	3
2	OFFICERS' REPORTS - PART ONE	4
2.1	DOCUMENTS FOR TABLING	4
2.1.1	Petitions and Joint Letters	4
2.2	STATUTORY PLANNING APPLICATIONS	10
2.2.1	Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02)	10
3	QUESTION TIME - PUBLIC	41
4	OFFICERS' REPORTS - PART TWO	43
4.1	CONTRACTS	43
4.1.1	Contract No 2021-05 Abbotts Road Widening – Taylors Road to the Cranbourne Railway line.	43
4.2	OTHER	53
4.2.1	Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 2 February 2021	53
4.2.2	Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 8 & 15 February 2021	59
4.2.3	List of Registered Correspondence to Mayor and Councillors	62

5	NOTICES OF MOTION	66
6	REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS	67
7	URGENT BUSINESS	68

1 MEETING OPENING

1.1 ATTENDANCE

Apologies

1.2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND

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

1.3 OFFERING OF PRAYER

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer this evening will be offered by Mr Jasbir Singh Suropada from the Sikh Community, a member of the Greater Dandenong Interfaith Network.

1.4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of Council held 22 February 2021.

Recommendation

That the minutes of the Ordinary Meeting of Council held 22 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 TABLING

2.1.1 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.

2.1.1 Petitions and Joint Letters (Cont.)

Petitions and Joint Letters Tabled

Council received one (1) new petition and no joint letter prior to the Council Meeting of 9 March 2021.

- A petition was received from 406 proponents regarding the concept design and location survey for the Dandenong Community Hub in 2020/21; that Council will progress immediately the resolution of the Council meeting on 14 September 2020. This petition has been forwarded to the relevant Council Business Unit/s for action.

Recommendation

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

2.1.1 Petitions and Joint Letters (Cont.)

DOCUMENTS FOR TABLING

PETITIONS AND JOINT LETTERS

ATTACHMENT 1

PETITIONS AND JOINT LETTERS

PAGES 4 (including cover)

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

2.1.1 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
2/03/21	<p>• Petition regarding progressing concept design and location survey for the Dandenong Community Hub in 2020/21.</p> <p>To the Greater Dandenong Council.</p> <p>That the petitioner below request Council progress immediately the resolution of the Council Meeting of the 14th September 2020; namely that:</p> <p>(1) in the 2020/21 financial year, concept designs for an integrated, intergenerational Dandenong Community Hub with capacity for children services and formal and informal meeting and activity spaces be drawn up and exhibited; and</p> <p>(2) in tandem there be community consultation on the location which will include a range of options including the Clow Street (ie Market) precinct.</p>	406	New	<p>Tabled at Council Meeting 9 March 2021</p> <p>2/03/2021 Responsible Officer – Director Community Services</p> <p>2/03/2021 Acknowledgement Email sent to the head petitioner by Governance.</p>

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

2.1.1 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK			

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

2.1.1 Petitions and Joint Letters (Cont.)

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

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

2.2 STATUTORY PLANNING APPLICATIONS

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02)

File Id:	A7242600
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Submitted Plans Location of Objectors

Application Summary

Applicant:	Pro Home Builders Pty Ltd
Proposal:	AMENDMENT TO: Planning Permit PLN11/0866.01 and associated endorsed plans which allows for 'alterations and additions to a place of worship'.
Zone:	General Residential Zone, Schedule 1.
Overlay:	N/A
Ward:	Dandenong

This application is brought before the Council because it has received three (3) objections.

Planning permit PLN11/0866.01, issued by Council on 24 July 2012, allows for *alterations and additions to a place of worship*.

The applicant has applied for an amendment to Planning Permit PLN11/0866.01 under Section 72 of the *Planning and Environment Act 1987*. Pursuant to Section 72(1) *a person who is entitled to use or develop land in accordance with a permit may apply to the responsible authority for an amendment to the permit*.

The changes sought to the endorsed plans involve:

- Relocation of the previously approved 21.4 metre high minaret from the southern elevation to the northern elevation;
- The construction of a first-floor extension to the single storey domed building;
- Design modification to the approved ground floor extension including the addition of a verandah;
- Internal layout modifications; and
- Fenestration changes.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Pursuant to Section 72 of the *Planning and Environment Act 1987*, the ambit of discretion is limited to the proposed changes sought by the applicant. Consideration cannot be given to elements already approved as part of the original application that are not sought to be amended.

In summary, Councils assessment is limited to the changes sought through this application.

Objectors Summary

The application was advertised to the surrounding area through the erection of four (4) on-site notices and the mailing of notices to adjoining and surrounding owners and occupiers. Three (3) objections were received to the application.

Issues raised generally relate to matters of:

- Minaret height
- Neighbourhood character
- Requirement for a minaret
- Precedence
- Increase in patronage
- Traffic and car parking congestion
- Privacy
- Overshadowing
- Loss of natural sunlight
- Impact to enjoyment of property

Assessment Summary

The key issues in relation to this application are the increase in building footprint associated with the first-floor extension and the management of any offsite amenity impacts.

It is considered that the proposed amendments as listed above are appropriate, in that the proposed building and works are not a significant departure from the previously approved plans.

As the application does not seek to amend the maximum number of people on the subject site which remains at 150 people, the application does not trigger a statutory requirement for the provision of additional car spaces pursuant to Clause 52.06 – Car parking. Nevertheless, the application indicates an additional two (2) spaces above what was previously approved.

Moreover, it is not considered that the proposal will increase car parking congestion, or unreasonably impact on the car parking network in the street and consenting to this amendment will increase the functionality and useability of the place of worship for current and future patrons.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)**Recommendation Summary**

As assessed, the proposal is consistent with and appropriately responds to the provisions of the Greater Dandenong Planning Scheme. The proposal appropriately responds to strategic policy for non-residential land uses within residential areas, 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.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Subject Site and Surrounds

Subject Site

- A Place of Worship currently operates from the subject site.
- The subject site is a flat, square shaped allotment with a site area of ~ 3350 m², and is located on the periphery of the General Residential Zone.
- The site has a dual frontage - Canberra Avenue (Sideage - Western title boundary) and Dalgety Street (Frontage - Southern title boundary).
- The rear northern boundary abuts Dandenong Creek.
- The site is currently developed with one double storey building featuring a minaret and one single storey building. Both buildings are sited to the northern title boundary.
- Vehicle access is provided via a crossover to Canberra Avenue (a no through road) and the Dalgety Street frontage.
- Fifty-one (51) existing car spaces and four (4) bicycle spaces are concentrated to frontage.
- Solid white render and black metal open style fencing extends across both corner lot.
- There are two large Council street tree assets to Dalgety Street.
- The site is devoid of any significant vegetation.

Surrounding Area

- The Urban Flood Zone (UFZ) and Public Park and Recreation Zone (PPRZ) associated with the Dandenong Creek abuts the subject sites rear northern boundary.
- The balance of the subject sites surrounding area is residentially zoned.
- The subject site is located approximately 75 metres south of the Central Dandenong Comprehensive Development Zone.
- Residential multi-unit development is contained within the allotments immediately adjoining the sites side boundaries.
- The predominant neighbourhood character consists of single storey brick post-war dwellings with low brick front fences.
- The emerging housing stock comprises of double storey dwellings.
- Pitched tile roofs and Council street tree assets are the unifying features between the existing and emerging neighbour character.
- A major gas pipeline extends across Canberra Avenue.
- There are No Standing restrictions to Canberra Avenue and timed restrictions to Dalgety Road (9 am to 6 pm).
- Hamond Road, a Category 2 Road Zone is located approximately 60 metres east of the site and distributes traffic to Central Dandenong and Cheltenham Road.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Locality Plan



Background

Permit History

Planning Permit PLN11/0866 was issued on 24 July 2012 and allowed for *'alterations and additions to a place of worship'*.

The application for primary consent was not advertised as it was considered that the proposed buildings and works were setback substantially from the surrounding properties and that the proposal would not result in any material detriment.

As detailed in the original delegate report, the following additions and alterations to the place of worship were approved;

- *Enclosing the area located between the two existing buildings. This area will be completely covered and used as a foyer.*
- *The foyer will be covered by a "dome" roof element.*
- *A small kitchen and ablutions area is to be located towards the rear (north) of the enclosed area.*
- *Construction of a minaret located towards the south east corner of the existing western prayer hall. The minaret will have a maximum height of 21 metres and dimensions of 2 metres x 2 metres.*
- *The floor area will be increased by 289 square metres, from 970 square metres to 1259 square metres.*

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

A Section 72 amendment to Condition 1.1 of Planning Permit PLN11/0866 was approved on 12 April 2013 and Condition 1 Plans were endorsed by Council on 12 April 2013.

Four (4) extension of times have been subsequently granted to the permits' commencement and completion times in 2014, 2016, 2018 and 2020.

As it now stands, the Planning Permit will expire if:

- the development is not started by 24 July 2022; or
- the development is not completed by 24 July 2024.

Previous Applications

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

Planning Permit PLN03/0502 was issued for buildings and works to construct a fence and garage on 1 August 2003.

Planning Permit PLN01/0004 was issued for a store for deceased persons on 10 April 2002.

Planning Permit PLN97/0160 was issued to construct alterations and additions to the proposed Place of assembly consisting of a prayer teaching room, administration and residential facility approved under Permit No. 96/208 on 29 May 1997.

Planning Permit No. MM82 was issued to extend an existing factory on 5 October 1987.

Planning Permit No. 1682- planning permit for buildings and works in accordance with the endorsed plans to be used for the purpose of a Mosque (Place of worship) and Car Park was issued on 25 July 1983.

Proposal

Proposed buildings and works

Key details of the proposed amendments are as follows:

- The relocation of the 21.4-metre-high minaret from the southern frontage to the northern rear elevation;
- The construction of a first-floor extension to the single storey domed extension sited between the two existing buildings;
- Design modification to the approved ground floor extension including the addition of a verandah;
- Internal layout modifications; and
- Fenestration changes.

Image 1 below, details the frontage (southern) elevation associated with the endorsed Condition 1 plans to Planning Permit PLN11/0866.01. The approved (unshaded) elements have not yet been constructed.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

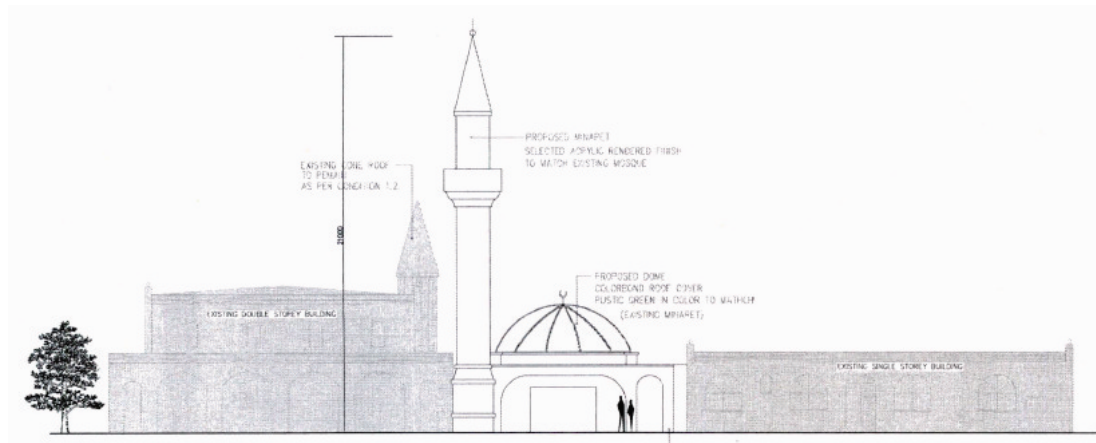
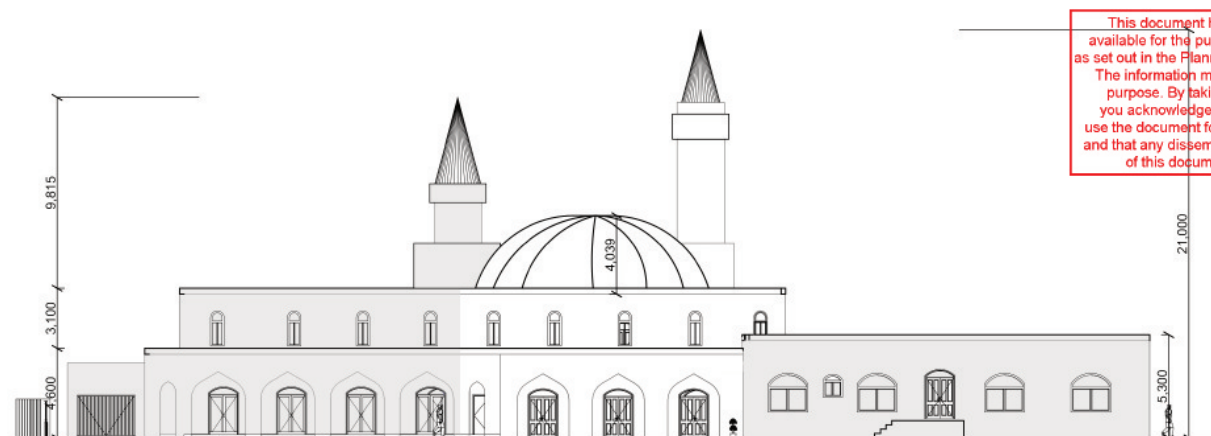


Image 1: The approved development as seen from the Dalgety Street Southern frontage.

Image 2 below details the same elevation of the proposed building and works (unshaded) subject to this application with existing elements shaded in grey.

Image 2: The application showing the proposed building and works (unshaded) with existing elements shaded in grey as seen from the Dalgety Street Southern frontage.



- As outlined on page 4 and 5 of this report, a single-story domed extension to connect the two detached buildings and a minaret with a maximum height of 21 metres has been previously approved.
- The applicant has deleted the applications request for the provision of signage on the site.

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

Victorian Charter of Human Rights and Responsibilities

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

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Financial Implications

No financial resources are impacted by this report.

Planning Scheme and Policy Frameworks

The applicant has applied for an amendment to Planning Permit PLN17/0106 under Section 72 of the *Planning and Environment Act 1987*. Pursuant to Section 72(1) *a person who is entitled to use or develop land in accordance with a permit may apply to the responsible authority for an amendment to the permit.*

The ambit of discretion is limited to the proposed changes sought by the applicant. Consideration cannot be given to elements already approved as part of the original application but not sought to be amended.

In this regard, Councils assessment is limited to the relocation of the minaret, the first-floor extension to the domed foyer, a design modification to the approved ground floor extension including the addition of a verandah, internal layout modifications and fenestration changes

The applications relevant controls and policies are as follows:

Zoning Controls

The subject site is located in the General Residential Zone (Schedule 1).

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

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

The primary consent for the use of the land as place of worship was granted in Planning Permit No. 1682 issued on 25 July 1983 for *'buildings and works in accordance with the endorsed plans to be used for the purpose of a Mosque (Place of worship) and Car Park'*.

Approximately sixty metres east of the subject site is Hammond Road, a Category 2 Road Zone.

With the exception of the land to the north that is encumbered by the Urban Flood Zone (UFZ) and Public Park and Recreation Zone (PPRZ) associated with Dandenong Creek, the surrounding area is zoned the General Residential Zone (GRZ).

Overlay Controls

No overlays affect the subject site or surrounding area.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

State Planning Policy Framework

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

The objectives of Planning in Victoria are noted as:

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

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

Clause 15 - Built Environment and Heritage promotes excellence in the built environment, by seeking development to appropriately respond to its surrounding landscape and character, valued built form and cultural context.

Planning should promote and create places that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.

In addition to matters of cultural identity and sense of place, policy at **Clause 15.01-1S - Urban design**, outlines the nexus between recognising, supporting and protecting neighbourhood character and contextual design responses in terms of character, cultural identity, natural features, surrounding landscape and climate.

Critically, State Policy recognises that development has the potential to improve the quality of living and working environments, contributing to community inclusiveness and cultural life when accessibility is improved and facilitated.

A relevant objective outlined at **Clause 19.02-3 for Cultural facilitates** seeks to promote strong cultural environments whilst increasing access to arts, recreation and other cultural facilities.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Local Planning Policy Framework

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

The MSS is contained within Clause 21 of the Scheme.

The objectives and strategies of the MSS are outlined 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).

At **Clause 21.02**, the MSS focuses on the **Municipal Profile**, within which the following is noted:

- **Cultural and Linguistic Diversity** - Greater Dandenong is the most culturally diverse locality in Victoria, with residents from over 150 different birthplaces. Over half of its population were born overseas, and nearly half in nations where English is not the main spoken language.

A **Vision for Greater Dandenong** is outlined at **Clause 21.03** and details the city's reputation for its inclusiveness, cosmopolitan and multicultural lifestyle; and its status as a city where a range of arts activities are promoted, and different cultures are celebrated as much as tradition and history are celebrated.

The vision further details strategies that recognise and celebrate diversity as a significant strength of Greater Dandenong. These strategies promote opportunities for inclusion, participation and involvement of all citizens in the social, civic, economic life of our communities.

Of particular relevance to this application is Clauses **21.05**.

Clause 21.05-1 Urban design, character, streetscapes and landscapes seeks to facilitate the following relevant strategies to this application, that being;

- 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; and*
- 7. To protect and improve streetscapes.*

Lastly, specific regard to the City of Greater Dandenongs Policy to Places of Worship is expressly considered within **Clause 22.07- Central Dandenong Local Planning Policy**.

Clause 22.07-5 Community services directs that it is policy to:

- *'Support the retention and enhancement of both public and private community service facilities such as administrative, vocational, health, welfare and places of worship in Central Dandenong and adjacent areas.'*

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Particular Provisions

The relevant purposes of **Clause 52.06 (Car Parking)** is 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 encourage cycling as a mode of transport, **Clause 52.34 (Bicycle facilities)** promotes the provision of secure, accessible and convenient bicycle parking spaces and associated shower and change facilities to certain developments.

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.

Operational Provisions

The City of Greater Dandenongs Planning Schemes operational provisions as set out in Clauses 70 to 74. These clauses detail the operation, administration and enforcement of the Greater Dandenong planning scheme.

Notably, **Clause 71.02-3 - Integrated decision making**, stipulates society's various needs and expectations by addressing aspects of economic, environmental and social wellbeing affected by land use and development.

Planning and responsible authorities should endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations.

Considerations

In considering this application, regard has been given to the State and Local Planning Policy Frameworks, the provisions of the Greater Dandenongs Planning Scheme, objections received and the individual merits of the application.

There are no primary Council policy matters to consider as part of the request to amend the plans.

Proposed Planning Scheme Amendments

There are no Planning Scheme Amendments relevant to this application.

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.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

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.

Referrals

External

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 has been sent to the following internal referrals:

Department	Response
Asset Planning	No objection, subject to standard condition. See condition 1.6
Civil Development	No objection, standard conditions existing on permit.

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 four (4) signs on site facing, two (2) facing Dalgety Street, one (1) facing Canberra Avenue and one (1) facing the rear public footpath to Dandenong Creek.

The notification has been carried out correctly.

Council has received three (3) objections to date.

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

Consultation

At the time of the report, consultation meetings were not offered as a result of State-wide restrictions of gatherings due to Covid-19.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Summary of Grounds of Submissions/Objections

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

- **Minaret height**

The amendment does not seek to change the height of the previously approved minaret. The minaret is proposed to be relocated to the rear of the site.

The relocation of the minaret away from the residential interfaces will further reduce any visual impacts when viewed from the street and from any adjoining properties.

- **Requirement for a minaret**

Minarets are a feature of Islamic religious architecture and in the context of a Place of Worship is an appropriate feature.

The objectors' concerns regarding the tower visibility is acknowledged, however the fact that the tower and extension will be visible does not mean it would have an unacceptable visual impact.

Having regard to the site's context and existing conditions, the approved minaret is been relocated further away from the residential interface and the objectors properties.

In fact, the construction of the proposed first floor extension will further deviate lines of site away from the minaret and assist in diminishing any visual impacts.

Any visual impact is deemed acceptable.

- **Neighbourhood character**

Whilst it is noted there are no other places of worship in the immediate surrounds, an increase in height of one storey is not unacceptable or unreasonable in this residential setting where the development of social and cultural infrastructure is supported by State and Local Planning policy.

The relocation of the minaret away from the southern boundary and residentially zoned Dalgety Road frontage to the rear of the site and edge of the Public Park and Recreation Zone (PPRZ) decreases any further perception of impacts to neighbourhood character.

The first-floor extension remains generously setback from the subject sites frontage and behind the line of the single storey primary façade.

- **Precedence**

Future planning permit applications on this site or neighbouring and nearby land will be assessed against relevant planning policy and site conditions, based on their own merits at the time of assessment.

The possibility of setting an undesirable precedent cannot be substantiated and is not a relevant planning consideration.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

- **Increase in patronage**

There is no increase in patronage proposed, noting that the maximum number of people on the subject site at any time is 150 people, which accords with the previously issued planning permit 2001/0004 for the subject site.

- **Traffic and car parking congestion**

The proposed development does not seek to decrease the existing car parking numbers (and in fact proposes two additional spaces), and nor does the proposal generate a requirement for additional statutory car spaces.

Any potential increase in traffic or car parking movement associated with the first-floor extension will continue to be managed by the existing conditions of planning permit 2001/0004 that restrict the maximum number of people on the subject site at any time to 150 people.

- **Privacy**

The extension is located in excess of 45 metres from the edge of the closest objector. While not strictly relevant to an application relating to a place of worship, if the overlooking provisions of ResCode that are required of residential properties were to be applied to this application, the realm of consideration extends only to within nine metres of the boundary of a private lot.

In addition, the closest objectors primary secluded private open space is located within the dwelling's frontage. Given that this area is screened by existing high solid fencing, is separated from the subject site by a road, and the use of the first-floor extension is confined to storage and a library and falls outside the scope of overlooking considerations, the proposal is considered to be acceptable.

- **Overshadowing**

Shadows cast by the development will be largely contained within the development site itself or are cast onto adjoining existing boundary walls and fencing.

Shadowing to the properties abutting the eastern title boundary will not increase beyond the existing overshadowing associated with the existing buildings.

- **Loss of natural sunlight**

The submitted shadow diagrams demonstrate that there will be no overshadowing or loss of natural sunlight to the closest objectors' property as a result of this proposal.

- **Impact to enjoyment of property**

The proposal will not change the ambience of the immediate area through the built form.

The proposed changes are not significant departure from what was previously approved and there will be no additional overshadowing or daylight impacts generated as a result of the changes sought through this application.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Assessment

Built Form

The General Residential Zone contains a number of decision guidelines that Council must consider, as appropriate at Clause 32.08-13 - Non-residential use and development.

Critically, the amendment does not result in a transformation of the proposal and does not authorise any new primary consents required under the Planning Scheme.

The first-floor extension is commensurate to the height of the existing building and the minaret height remains in accordance with the previously approved plans.

When regard is given to the relocation of the minaret from the residential frontage to the rear boundary immediately adjacent to the UFZ and PPRZ associated with Dandenong Creek, it is considered that visual impacts resulting from the height of the tower are further diminished from what was originally approved.

In fact, the relocation of the minaret to the rear is an improved response to the sensitive residential interface and the first-floor addition will result in one cohesive building with an acceptable horizontal form that the dome will offset.

The design, height, setback and appearance of the proposed buildings and works involving the 289m² first-floor extension are considered to be appropriate given the substantial setbacks and siting of the proposal located central to the two existing buildings and sited to the rear of the site. The extensions remain contained within the existing buildings setbacks and do not project beyond any existing building lines to any boundaries.

Whilst the dome has increased in size, it has been designed to remain in proportion to the entire building. Moreover, the first-floor extension will assist in softening the views of the tower to the naked eye.

The overall maximum height of the proposed two storey building resulting from the first-floor extension is eleven (11) metres. This aligns with the allowable height of eleven (11) metres for the residentially zoned land surrounding the subject site.

Whilst there is no maximum height applicable for a Place of Worship, given that this is the expected development pattern of residential buildings in this area, it is anticipated that overtime, the overall height of the Place of Worship will further recede into the background.

The extent and merit of the proposed changes relating to the design and modifications to the internal layout and fenestration changes are also an inconsequential by-product of the proposal.

The proposed materials and colours remain unchanged and do not contravene or conflict with any specific requirements or permit conditions of permit PLN11/0866.01.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Having regard to the development and the purpose of the planning controls under which the permit was granted, the proposed amendment is considered inconsequential as there has been no material change to the nature of the planning controls and policies affecting the land.

The scale and intensity of the use remains unchanged and the development remains by and large similar to what was previously approved.

The proposal will not cause any unacceptable material detriment or generate any additional third party or off-site amenity impacts.

Car Parking

Clause 52.06 applies to a new use; or an increase in the floor area or site area of an existing use.

Table 1 at Clause 52.06-5 sets out the car parking requirement that applies to the use of the land for a Place of Assembly (a Place of Worship is included within the Place of Assembly definition). The statutory requirement is 0.3 to each patron permitted.

Importantly, the statutory requirements for car parking are based on the number of people on the site, not floor area.

As there is no proposed increase in the actual number of worshippers associated with this proposal, the application is not required to provide any additional car spaces associated with the 289 m² first floor storage/library area.

The application does not seek to amend the maximum number of people on the subject site which remains at one hundred and fifty (150) people and in which primary consent in Planning Permit PLN11/0866.01 approved with the provision of fifty-one (51) car spaces.

Moreover, it is not considered that the proposal will increase car parking congestion; or unreasonably impact on the car parking network in the street. Notwithstanding, the development plans demonstrate the provision of fifty-three (53) car spaces for a total surplus of two (2).

Bicycle Facilities

Pursuant to Clause 52.34 – Bicycle facilities, a new use or an increase in the floor area of an existing use must not commence until the required bicycle facilities and associated signage has been provided on the land.

Table 1 to Clause 52.34-5 outlines that a Place of Assembly generates a statutory requirement of:

- 1 Bicycle space to each 1500 m² of net floor area for each Employee/Resident; and
- 2 Bicycle space plus 1 to each 1500 m² of net floor area to Visitor/Shopper/Student.

The proposed extension of 289 m² results in a total of 1468 m².

Accordingly, the amendment does not trigger any statutory requirements for bicycle spaces.

Notwithstanding, the application has provided 4 bicycle spaces at the Dalgety street entrance.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

Other

Environmentally Sustainable Development

Clause 22.06 - Environmentally Sustainable Development (ESD) of the Greater Dandenong Planning Scheme, contains specific policies to encourage sustainable development. These policies apply to residential and non-residential development within the Municipality.

The submission of an ESD report is required in a number of instances, including for alterations and additions to existing non-residential buildings with a gross floor area of 1,000m² to 2,499m².

As the building footprint of the proposed first floor construction is 289 m², the policy does not apply, and the application is exempt from the requirements of the submission of a Sustainable Design Assessment or Sustainable Management Plan.

Amended plans

Amended plans are required to be submitted, correcting the mislabelling of the elevations.

It is further noted that the plans lack sufficient design detail. A condition requiring all architectural detailing including roof forms, fenestration and parapet detailing are to be accurately depicted on the plans.

Should a permit issue, Condition 1.4 to 1.6 are recommended to be added to the permit.

Conclusion

As detailed within this report, the proposal appropriately responds to strategic policy for non-residential land uses within residential areas and is consistent with the provisions of the Greater Dandenong Planning Scheme.

The proposal will result in a satisfactory built form outcome and will not generate any unacceptable amenity impacts to the surrounding area or to any persons.

As such, it is recommended that the application be supported subject to the additional conditions contained within the recommendation section of this report.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)**Recommendation**

That Council resolves to issue a Notice of Decision to grant a permit in respect of the land known and described as 8-12 Dalgety Street, Dandenong, for the purpose of alterations and additions to a place of worship in accordance with the plans submitted with the application subject to the following conditions:

1. Before the development starts, two (2) copies of 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. Move the proposed new kitchen and ablution area approximately one metre towards the south.
 - 1.2. Retain the existing 'cone' roof on the lower cylindrical minaret.
 - 1.3. Materials and finishes for the roof dome and the new minaret. The roof material and colour of the new dome and the new minaret must match with the roof of the existing lower minaret.
 - 1.4. *The elevations correctly notated.*
 - 1.5. *All architectural detailing including roof forms, fenestration and parapet detailing to be accurately depicted on the plans.*
 - 1.6. *The minimum finished floor level of all building and works at ground floor to be set no lower than the existing building's finished floor level.*

To the satisfaction of the Responsible Authority.

2. The layout of the site, and the size of the proposed buildings and works as shown on the endorsed plan, shall not be altered or modified (whether or not in order to comply with any Statute, Statutory Rule or Local Law or for any other reason) without the prior consent of the Responsible Authority.
3. Provision must be made for the drainage of the site including landscaped and pavement areas, all to the satisfaction of the Responsible Authority.
4. Stormwater discharge is to be retained on site to the pre-development level of peak stormwater discharge, to the satisfaction of the Responsible Authority.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

5. All piping and ducting above the ground floor storey of the building, except for downpipes and spouting, shall be concealed to the satisfaction of the Responsible Authority.
6. This permit will expire if:-
 - 6.1. The development does not start within two (2) years of the date of this permit, or
 - 6.2. The development is not completed within four (4) years of the date of this permit.

Before the permit expires or within three (3) months afterwards the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date.

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.

No buildings or works shall be constructed over any easement without the written consent of the relevant authorities.

This planning permit does not permit an increase in the number of persons on the site. The maximum number of persons on site must still comply with all previous permits, including 97/160 which sets out the east building must only contain a maximum of 40 people, and 2001/0004 which specifies no more than 150 people are permitted on site during funeral services. The maximum number of persons on site should not exceed 150 people.

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION NO. 8-12 DALGETY STREET,
DANDENONG (PLANNING APPLICATION PLN11/0866.02)**

ATTACHMENT 1

SUBMITTED PLANS

PAGES 10 (including cover)

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

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

available for the purpose of the planning process as set out in the Planning and Environment Act 1987. The information must not be used for any other purpose. You acknowledge and agree that you will only use the document for the purpose specified above and that any use for any other purpose is strictly prohibited.

- East side boundary 58.53m
- Total site area 3350 sqm
- EXISTING - BUILDING AREA** 970m² approx.
- PROPOSED - BUILDING AREA** 488m² approx.
- PROPOSED**
 - Foyer
 - LIFT
 - BATHROOMS
 - KITCHEN
 - PROPOSED BOOK LIBRARY/STORAGE
 - SHARED STORAGE
 - MASSAGE STORAGE
 - OFFICE



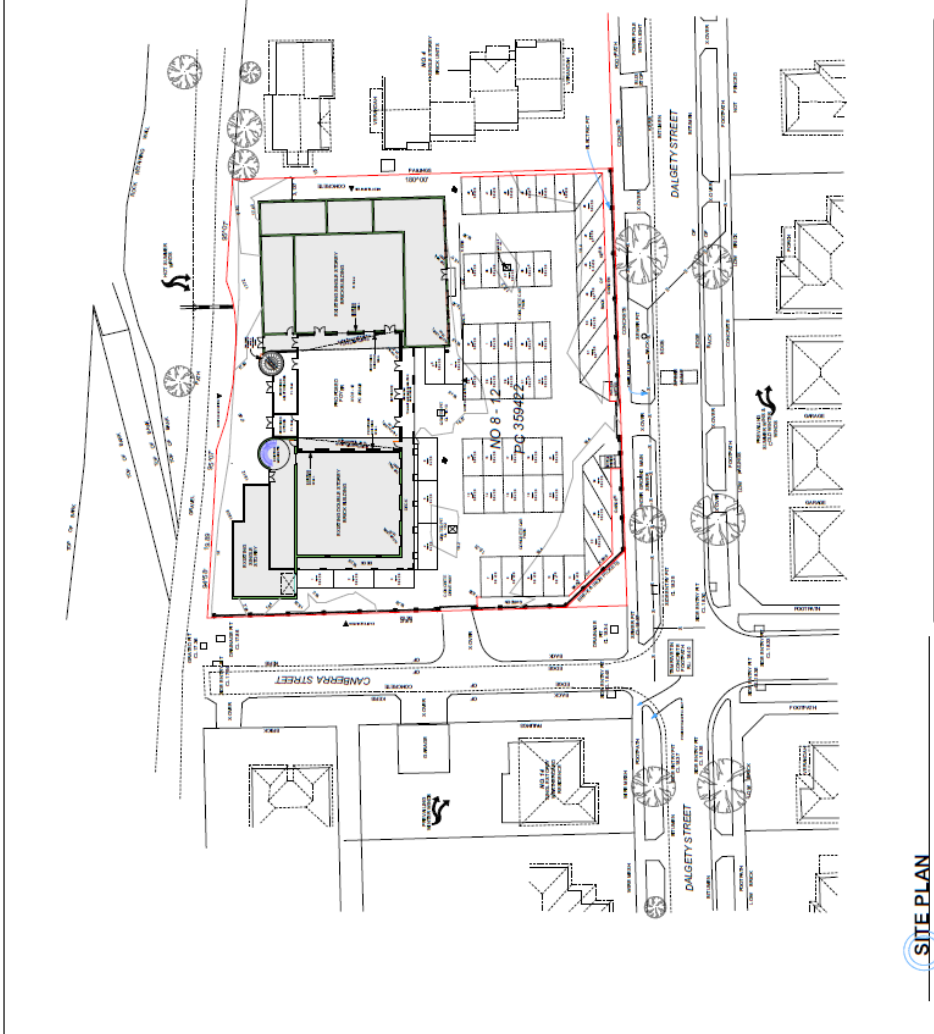
PROHOME Builders Pty Ltd
 Company Details:
 Name: PROHOME BUILDERS PTY LTD
 ABN: 62 141 323 300 306
 Email: info@prohomebuilders.com.au
 Website: www.prohomebuilders.com.au
 Name of Builder:
 Address: 16/16A DCL-59504

8-12 DALGETY ST
DANDENONG VIC 3175
LOT & PLAN - P-C559412

SITE PLAN

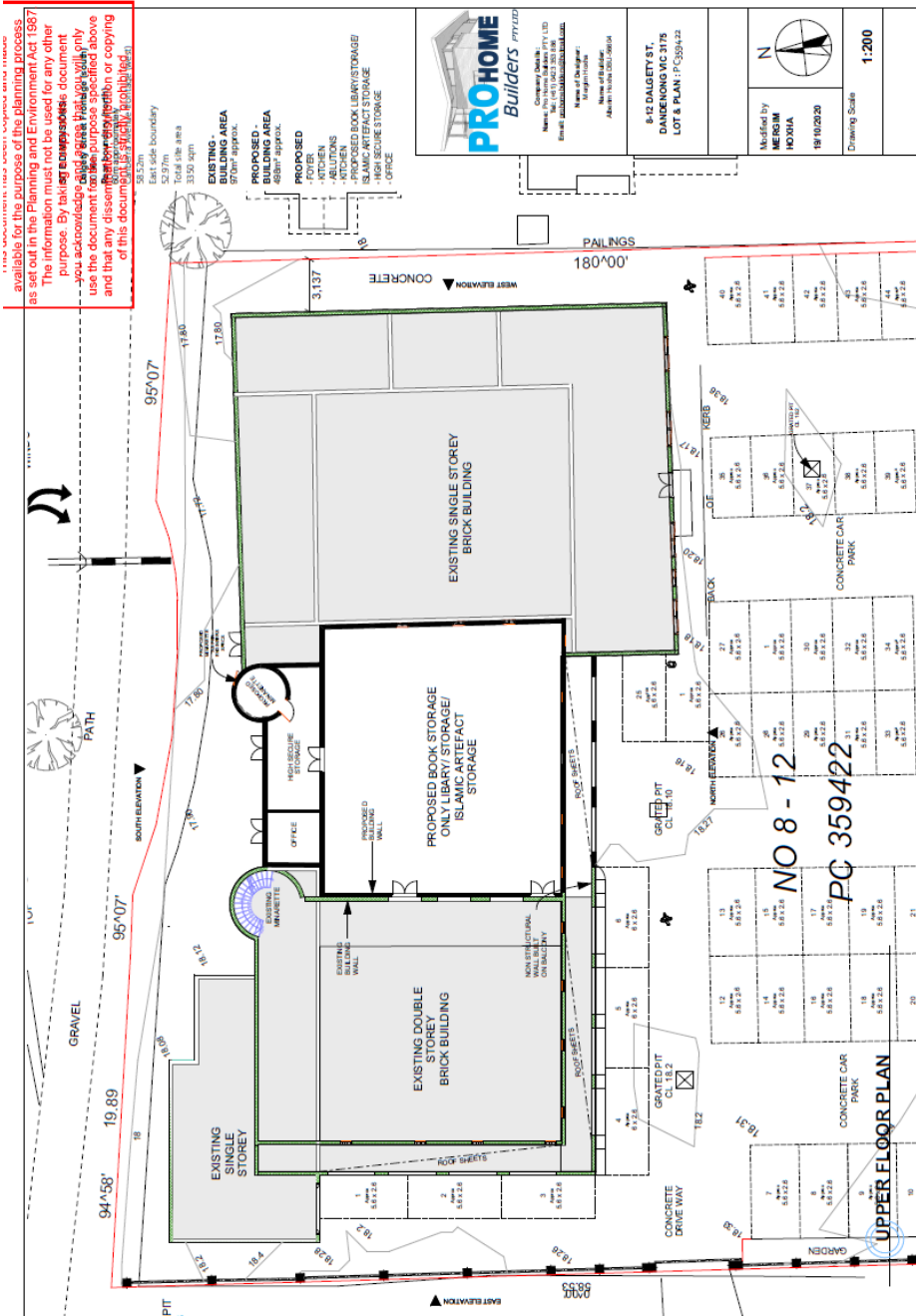
Modified by
MEROM HOQUIA
 19/10/2020

Drawing Scale
1:500



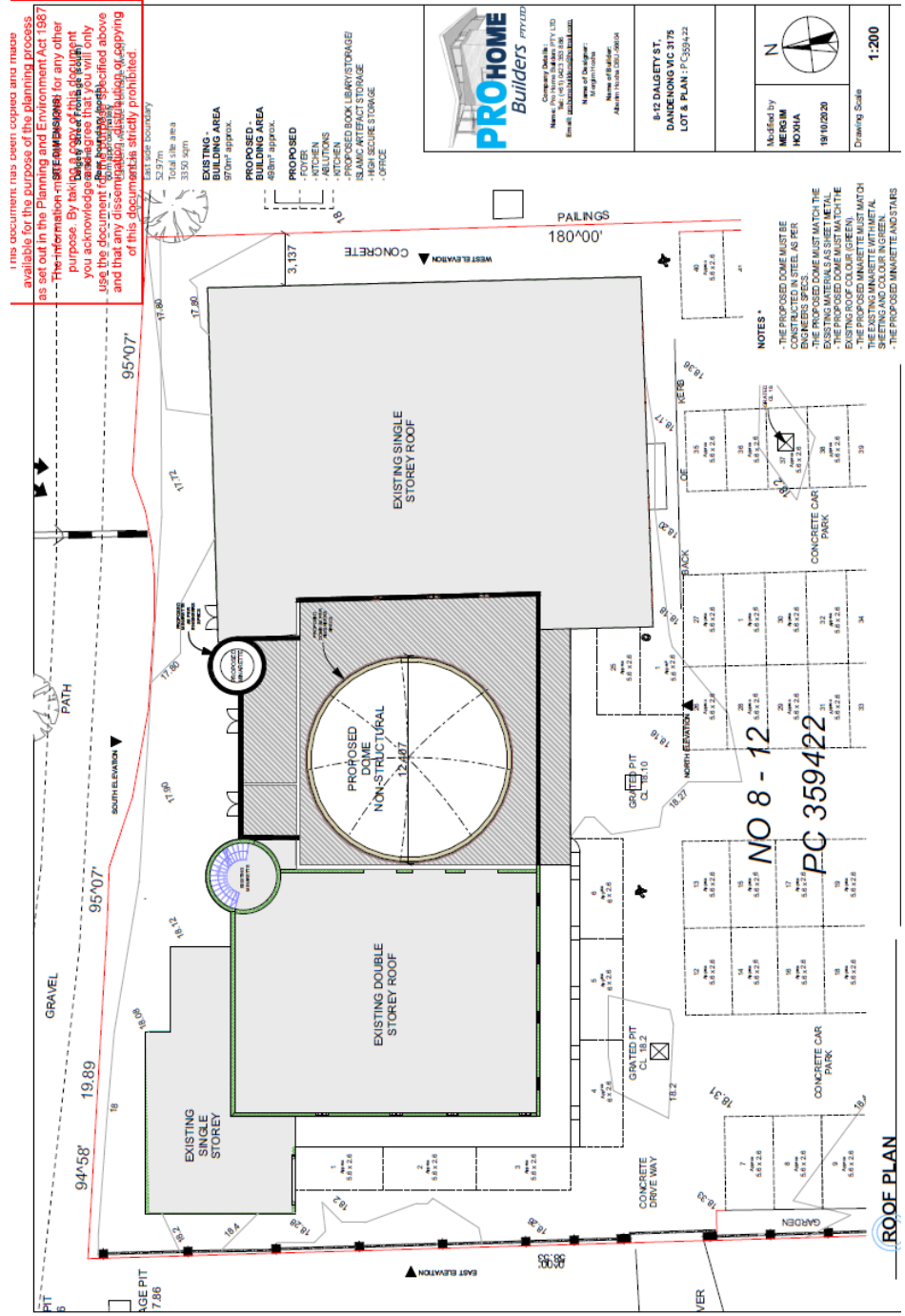
ORDINARY COUNCIL MEETING - AGENDA

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)



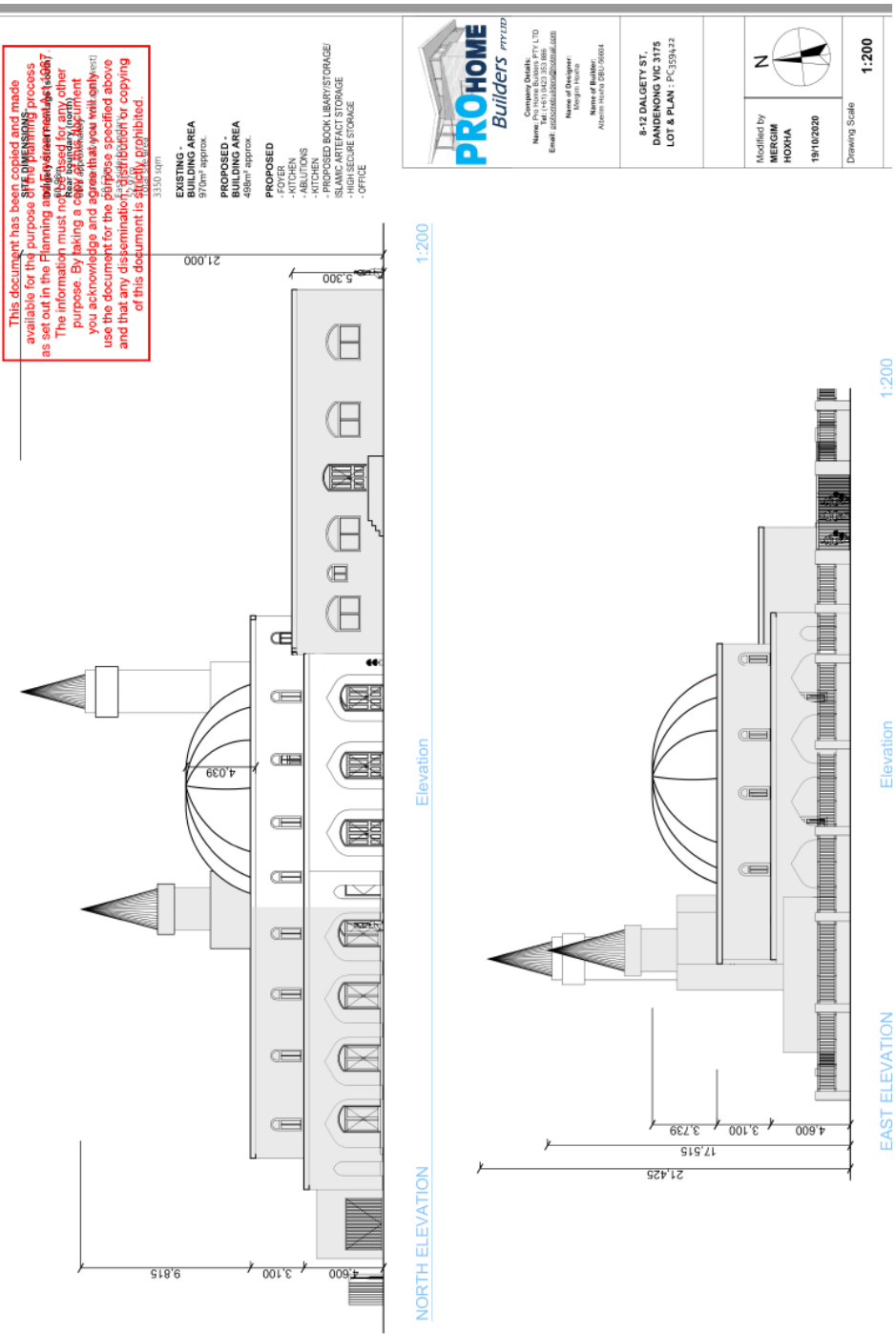
ORDINARY COUNCIL MEETING - AGENDA

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)



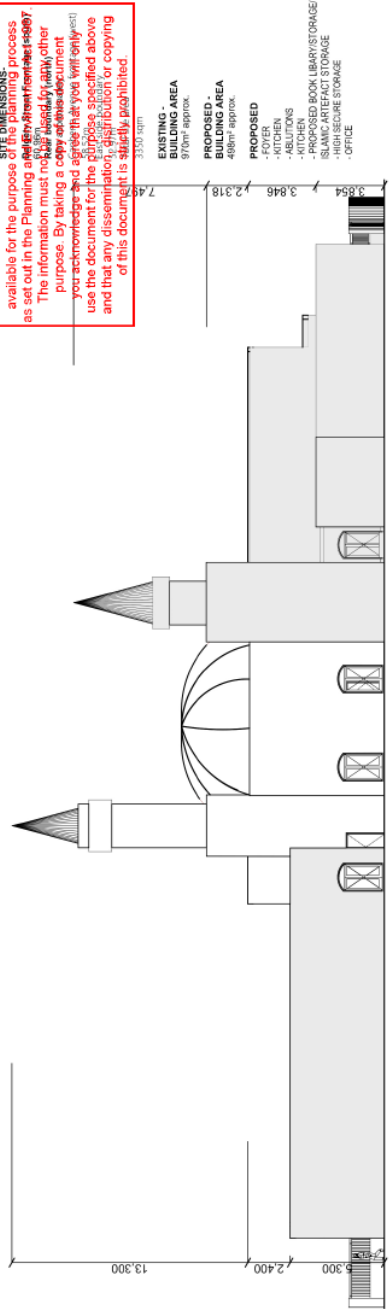
ORDINARY COUNCIL MEETING - AGENDA

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

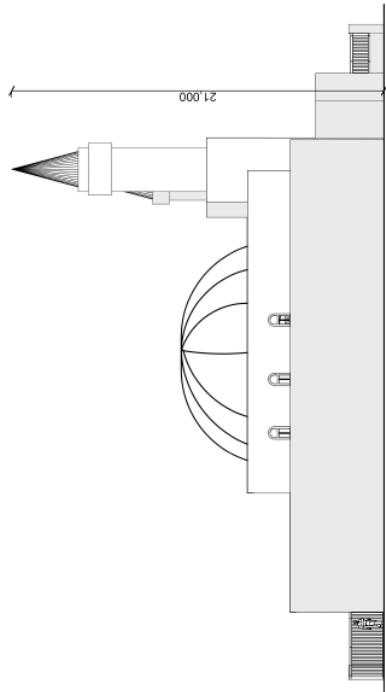


2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

This document has been prepared and made available for the purpose of the planning process as set out in the Planning and Design Act 2017. The information must not be used for any other purpose. By taking a copy of this document you acknowledge and agree that you will only use the document for the purpose specified above and that any dissemination, distribution or copying of this document is strictly prohibited.



SOUTH ELEVATION Elevation 1:200

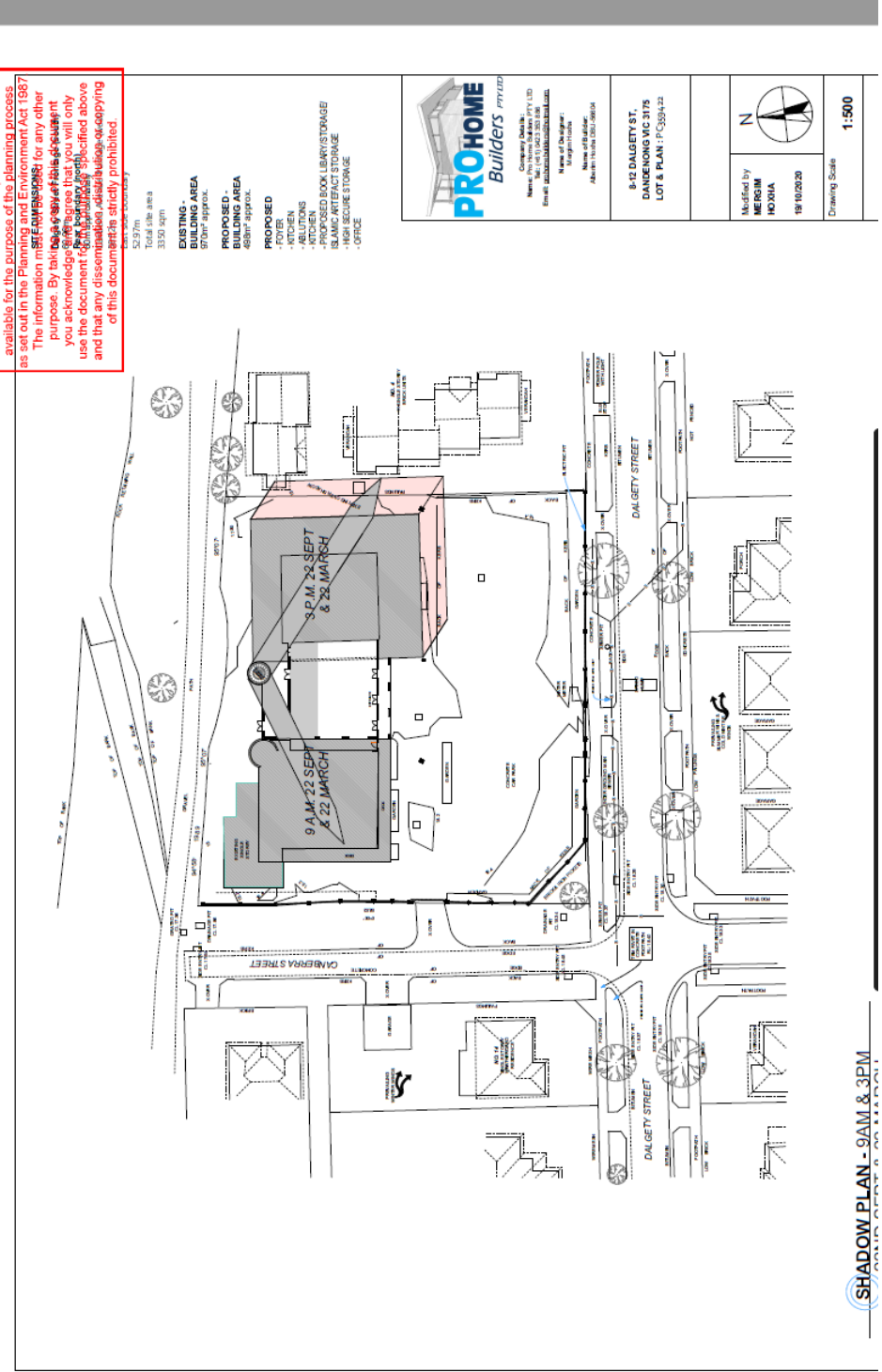


WEST ELEVATION Elevation 1:200

<p>Company Details: Name: PROHOME Builders PTY LTD Tel: +61 (0)3 9593 8888 Email: sales@prohomebuilders.com.au Website: www.prohomebuilders.com.au</p>	Name of Recipient: City of Greater Dandenong
	Name of Builder: Prohome Builders Pty Ltd
8-12 DALGETY ST. DANDENONG VIC 3175 LOT & PLAN : PC3591/22	
Modified by: MERGIM HOXHA 19/10/2020	
Drawing Scale: 1:200	

- EXISTING - BUILDING AREA 970m² approx.
- PROPOSED - BUILDING AREA 488m² approx.
- PROPOSED - Foyer
- PROPOSED - ABUCTIONS
- PROPOSED - KITCHEN
- PROPOSED FOR LIBRARY STORAGE
- PROPOSED FOR ELECT STORAGE
- PROPOSED FOR HIGH SECURE STORAGE
- PROPOSED - OFFICE

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)




2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

This document has been copied and made available for the purpose of the planning process as set out in the Planning and Environment Act 1987. The information must not be used for any other purpose. By taking a copy of this document you acknowledge that you are not to publicly use the document for any purpose specified above and that any dissemination, distribution or copying of this document is strictly prohibited!!


1. Proposed boundary
 2. Existing building
 Total site area
 33.59 sqm
EXISTING BUILDING AREA
 97sqm approx.
PROPOSED BUILDING AREA
 49sqm approx.

PROPOSED
 - FOYER
 - OFFICES
 - AUDITORIUM
 - KITCHEN
 - PROPOSED BOOK LIBRARY/STORAGE
 - PROPOSED ARCHIVE STORAGE
 - PROPOSED STORAGE
 - OFFICE




Company Details:
 Name: PROHOME BUILDERS PTY LTD
 Email: info@prohomebuilders.com.au
 Website: www.prohomebuilders.com.au

Name of the project:
 8-12 DALGETY STREET
 DANDENONG VIC 3175
 ALBERT TO 100 DALGETY STREET

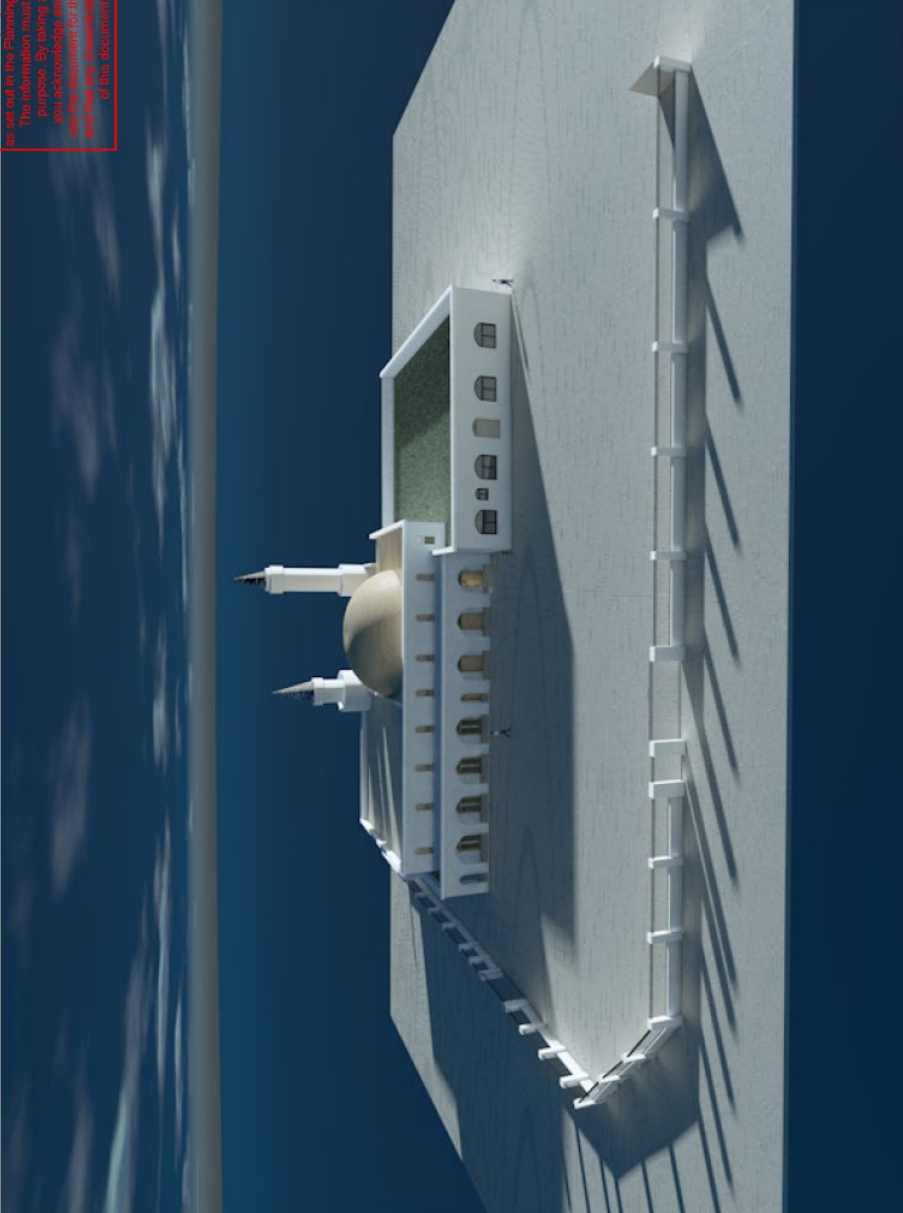


Modified by
MERRIM HOJHA
 18/10/2020
 Drawing Scale



2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

available for the purpose of the planning process as set out in the Planning and Environment Act 1987. The information must not be used for any other purpose. By having your signature on this page, you acknowledge and agree that you will only use the information for the purposes specified above and that any reuse, distribution or copying of this document is strictly prohibited.



East side boundary
 24.7m
 24.7m
 33.50 92m

EXISTING AREA
 570m² approx.

PROPOSED BUILDING AREA
 681m² approx.

PROPOSED

- Foyer
- Kitchen
- Hallways
- Offices
- Proposed Book Library/Storage
- Sub-warehouse/Storage
- High Secure Storage
- Office

PROHOME Builders Pty Ltd
 Company Details:
 Name: PROHOME BUILDERS PTY LTD
 ABN: 61 114 222 301 038
 Email: info@prohomebuilders.com.au

Name of Designer:
 Name: MEROM HOXHA
 Address: PO BOX 2051, DANDENONG

8-12 DALGETY ST,
 DANDENONG VIC 3175
 LOT & PLAN: P1359422

Modified by
MEROM HOXHA
 19/10/2020
 Drawing Scale

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION NO. 8-12 DALGETY STREET,
DANDENONG (PLANNING APPLICATION NUMBER PLN11/0866.02)**

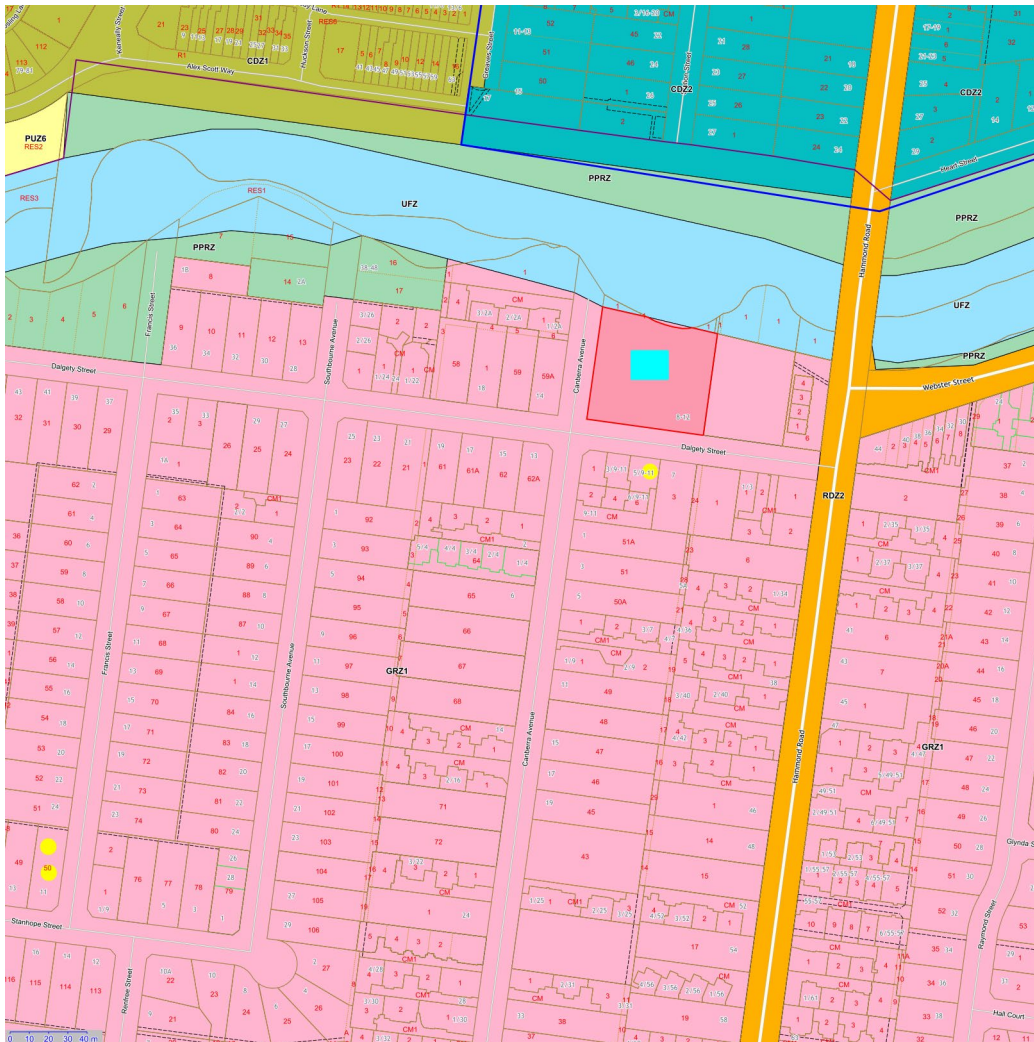
ATTACHMENT 2

LOCATION OF OBJECTORS



PAGES 2 (including cover)

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

2.2.1 Town Planning Application - No. 8-12 Dalgety Street, Dandenong (Planning Application Number PLN11/0866.02) (Cont.)



LEGEND

-  Subject Site
-  Location of Objector

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 CONTRACTS

4.1.1 Contract No 2021-05 Abbots Road Widening – Taylors Road to the Cranbourne Railway line.

File Id:	qA 424226
Responsible Officer:	Director Business, Engineering & Major Projects
Attachment:	Tender Information (CONFIDENTIAL)

Report Summary

This report outlines the tender process undertaken to select a suitably qualified and experienced contractor for the **Abbots Road Widening – Taylors Road to the Cranbourne Railway line** project.

Recommendation Summary

This report recommends that Council awards **Contract 2021-05** for the **Abbots Road Widening – Taylors Road to the Cranbourne Railway line** to **Winslow Infrastructure Pty Ltd** for a fixed lump sum price of Six Million, Four Hundred and Thirty Eight Thousand, Fifty Four Dollars and Seventy Seven Cents (\$6,438,054.77) including GST of \$585,277.71.

4.1.1 Contract No 2021-05 Abbots Road Widening – Taylors Road to the Cranbourne Railway line. (Cont.)

Introduction/Background

This contract is for the construction of the Abbots Road widening project from Taylors Road to the Cranbourne Railway line, this will provide a four lane divided road. Works include the signalisation of the intersections of Abbots Road/Taylors Road and Abbots Road/National Drive, overhead powerline relocation, street lighting upgrade, pavement rehabilitation, drainage upgrade, footpath and shared use path upgrade.

The works to be performed under the contract include the supply of all materials, plant, labour and other resources necessary to complete the works as described within specification and in the drawings which underline the use of environmentally friendly and innovative construction materials.

The works are to be staged as follows:



Stage 1 – Taylors Road to West of National Drive (CH1000 – CH1500)

The extent of works under this Contract includes but is not limited to the following:

a)	Construction of the duplication of Abbots Road between Taylors Road and West of National Drive intersection to provide a minimum four lane divided cross section;
b)	Construction of the duplication of Abbots Road between Taylors Road and West of National Drive intersection to provide a minimum four lane divided cross section;
c)	Construction of new pavement and pavement rehabilitation including, deep lift asphalt, asphalt overlay and resurfacing works;

4.1.1 Contract No 2021-05 Abbotts Road Widening – Taylors Road to the Cranbourne Railway line. (Cont.)

d)	Signage and Line marking;
e)	Upgrade and extension of Footpath and SUPs within project area;
f)	Upgrade of piped drainage to suit new road alignment;
g)	Relocation of overhead powerlines, including undergrounding, provision of new substation kiosk and associated works;
h)	Installation of traffic barriers;
i)	Installation of pedestrian fencing;
j)	Construction of concrete barrier retaining wall;
k)	Construction of new traffic signals at Taylors Drive & Abbotts Road intersection;
l)	Street lighting;
m)	Landscaping;
n)	Preparation and implementation of an Occupational Health and Safety Plan;
o)	Preparation and implementation of an Environmental Management Plan;
p)	Community liaison including public transport;
q)	Traffic and Pedestrian Management;
r)	Maintain access to businesses all the time.

Stage 2 –West of National Drive to Cranbourne Railway Line (CH1500 – CH2000)

The extent of works under this Contract includes but is not limited to the following:

a)	Construction of the duplication of Abbotts Road between West of National Drive intersection and Cranbourne Railway Line to provide a minimum four lane divided cross section;
b)	Construction of new pavement and pavement rehabilitation including, deep lift asphalt, asphalt overlay, asphalt inlay and resurfacing works;
c)	Signage and Linemarking;
d)	Upgrade and extension of Footpath and SUPs within project area;
e)	Upgrade of piped drainage to suit new road alignment;
f)	Installation of traffic barriers;

**4.1.1 Contract No 2021-05 Abbotts Road Widening – Taylors Road to the Cranbourne Railway line.
(Cont.)**

g)	Construction of TL4 concrete traffic barriers;
h)	Construction of concrete sleeper retaining wall;
i)	Installation of pedestrian / cycling fencing;
j)	Adjustment of existing signals at National Drive intersection with Abbotts Road;
k)	Landscaping;
l)	Preparation and implementation of an Occupational Health and Safety Plan;
m)	Preparation and implementation of an Environmental Management Plan;
n)	Community liaison including public transport and rail authorities;
o)	Traffic Management;
p)	Maintain access to businesses all the time.

Tender Process

This tender was advertised in The Age Newspaper and on Council's website on Saturday 28 November 2020, with a closing time and date of 2.00pm Tuesday 19 January 2021.

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

1. **Bitu-mill (Civil) Pty Ltd**
2. **G & S Fortunato Group Pty Ltd**
3. **Maca Civil Pty Ltd**
4. **Negri Contractors (VIC) Pty Ltd**
5. **Winslow Infrastructure Pty Ltd**

Tenderers were requested to submit a lump sum price including a breakdown for all items listed in the Bill of Quantities (BOQ) for Stages One and Two and a Schedule of Rates for day works.

Tenderers were requested to provide their pricing in two stages to provide Council the flexibility to adjust the scope of works based on funding constraints

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

Tender Evaluation

The evaluation panel comprised of the Senior Project Manager, Acting Coordinator Civil Projects and Contracts Officer, with Occupational Health and Safety and Environmental Management consultants providing specialist advice.

4.1.1 Contract No 2021-05 Abbotts Road Widening – Taylors Road to the Cranbourne Railway line. (Cont.)

The Tenders were evaluated using Council's Weighted Attributed Value Selection Method.

The advertised evaluation criteria and the allocated weightings for evaluation are as follows:

	Evaluation Criteria	Weighting
1	Tendered Sum / Price	40%
2	Relevant Experience, Past Performance and Capability	25%
3	Project Plan, Program & Work Methodology	20%
4	Local Industry	7.5%
5	Social Procurement	7.5%
6	OHS Management System	Pass/Fail
7	Environmental Management System	Pass/Fail

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

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

Each tender submission was evaluated against the advertised evaluation criteria and at the conclusion of this process, the evaluation panel agreed to invite Winslow Infrastructure Pty Ltd to a preselection interview based on their lowest price, relevant experience past performance and capability. The primary purpose of this meeting was to clarify their experience, availability, their program, the use / non-use of sub-contractors, their inclusions / exclusions and their acceptance of Council's Contract Conditions.

**4.1.1 Contract No 2021-05 Abbotts Road Widening – Taylors Road to the Cranbourne Railway line.
(Cont.)**

Winslow’s representatives answered all questions to the satisfaction of the interview panel and were able to demonstrate a good understanding of the project, outline their construction methodology, name their proposed construction foreman and give the panel some additional information about the business and chosen sub-contractors for the various trades.

Following an evaluation of the tenders, the evaluation panel allocated the comparative point score based on the advertised evaluation criteria. See table below:

Tenderer	Price Points	Non-Price Points	OH&S	ENV	Total Score
Winslow Infrastructure	1.29	2.36	PASS	PASS	3.65
Maca Civil	0.99	2.27	PASS	PASS	3.26
Negri Contractors	0.85	2.19	Not Assessed	PASS	3.04
G & S Fortunato	1.19	1.77	PASS	PASS	2.96
Bitu-Mill (Civil)	1.00	1.91	PASS	PASS	2.91

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

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

At the conclusion of the tender evaluation process described above, the evaluation panel agreed that the tender submission from **Winslow Infrastructure Pty Ltd** would provide the Best Value outcome for Council.

Financial Implications

The resource requirements associated with this report are \$6,438,054.77 including GST compared to the available budget allocation of \$7,767,342.00 including GST.

The total project budget is made up of the following sources;

Internal funding of \$5,468,342.00 including GST plus external funding of \$2,299,000.00 including GST from the Local Roads and Community Infrastructure Program.

Note:

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

4.1.1 Contract No 2021-05 Abbotts Road Widening – Taylors Road to the Cranbourne Railway line. (Cont.)

Social Procurement

Winslow Infrastructure provided a good response for the Social Procurement section.

Winslow have outlined that they have made a strong commitment to engaging with the community through their social inclusion and diversity strategy. Winslow have indicated that they will work with several organisations to provide work opportunities to disadvantaged Victorians through roles, such as apprentices, trainees and cadets.

With the help of the following organisations they will source the local population to fulfil these roles:

- Job Active (a federal government programme)
- YMCA (Winslow participates in YMCA's bridge program)
- Jobs Vic Employment Network (JVEN)
- Goal Indigenous Service (An Indigenous owned Business)
- Zancott Recruitment (100% Indigenous Business)
- Transition to Work (TTW) providers
- Disability Employment Service.

They have a corporate social responsibility policy that requires their business to act in a responsible, ethical and sustainable manner. Winslow has provided a list of social enterprises they have and will engage with, including several Indigenous groups and disadvantaged Victorians, however none are specifically located within the Greater Dandenong Municipality.

Local Industry

Winslow Infrastructure provided a good response in their statement of Local Content.

Winslow has specified that they will purchase major items / materials from three Greater Dandenong businesses, they are;

1. Asphalt, estimated value \$2 million
2. Line marking – estimated value \$30,000
3. Electrical facility relocation – estimated value \$900,000.

Winslow also estimate that they will spend \$5,885,000 including GST with Greater Dandenong businesses in the area of Labour, Materials, Plant, Supervision and Subcontracts.

Consultation

During the tender evaluation process and in preparation of this report, relevant Council Officers from Engineering Services, Council's Occupational Health & Safety and Environmental Planning were all consulted.

**4.1.1 Contract No 2021-05 Abbotts Road Widening – Taylors Road to the Cranbourne Railway line.
(Cont.)**

Conclusion

At the conclusion of the tender evaluation process, that included a preselection interview, the evaluation panel agreed that the tender submission from **Winslow Infrastructure Pty Ltd** represented the best value outcome for Council and should be accepted due to:

- 1) Their conforming and lowest priced tender submission.
- 2) Their relevant experience working with Victorian government authorities and private organisations on similar construction projects.
- 3) Their level of experience, staff resources and sub-contractor selection.
- 4) Receiving a Pass for their Occupational Health and Safety (OH&S) and Environmental Management Systems.
- 5) Receiving a satisfactory result for the Standard Financial & Performance Assessment (Procurement) Company Check undertaken by Corporate Scorecard.
- 6) They are registered and pre-qualified with Rapid Global (Councils Contractor Risk Management Compliance database).
- 7) Winslow Infrastructure Pty Ltd is a Vic Roads pre-qualified contractor for Road and Bridge Construction.
- 8) Reference checks were undertaken on two similar road projects completed by Winslow for Victorian Government authorities receiving overall rankings of good and very good.

Recommendation

That Council:

1. **accepts the tender submission from Winslow Infrastructure Pty Ltd for the Contract 2021-05 for the Abbotts Rd Widening – Taylors Rd to the Cranbourne Railway line to Winslow Infrastructure Pty Ltd for a fixed lump sum price of Six Million, Four Hundred and Thirty Eight Thousand, Fifty Four Dollars and Seventy Seven Cents (\$6,438,054.77) including GST of \$585,277.71; and**
2. **signs and seals the contract documents when prepared.**

**4.1.1 Contract No 2021-05 Abbots Road Widening – Taylors Road to the Cranbourne Railway line.
(Cont.)**

CONTRACTS

**CONTRACT NO. 2021-05 ABBOTTS ROAD WIDENING - TAYLORS ROAD
TO THE CRANBOURNE RAILWAY LINE**

ATTACHMENT 1

**TENDER INFORMATION
(CONFIDENTIAL)**

PAGES 2 (including cover)

This attachment has been deemed confidential by the Chief Executive Officer under section 77(2)(c) of the *Local Government Act 1989* and section 3(1) of the *Local Government Act 2020* and has not been provided within the Public Agenda.

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

4.2 OTHER

4.2.1 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 2 February 2021

File Id:	A7292747
Responsible Officer:	Director Community Services
Attachments:	Draft Minutes of Meeting on 2 February 2021

Report Summary

At the Council meeting held 23 April 2018, Council resolved in part to *invite Advisory Committees and Reference Groups to submit meeting minutes for Council endorsement*. This resolution was in relation to allowing interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.

Recommendation Summary

This report recommends that the draft Minutes of the Multicultural and People Seeking Asylum Advisory Committee meeting provided in the attachment to this report be noted by Council.

4.2.1 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 2 February 2021 (Cont.)

Background

Greater Dandenong Council is represented on a wide range of Committees, Reference Groups and Advisory Groups which frequently reflect the interests of individual Councillors in serving the broader community in their role. A full listing of these appointments is confirmed each November at Council's Statutory Meeting and is available via Council's website.

The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees and Reference Groups to be submitted to Council for noting and endorsing.

As such, the draft Minutes are provided as the attachment to this report.

Proposal

Community Plan 'Imagine 2030' and Council Plan 2017-2021 – Strategic Objectives, Strategies and Plans

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

Community Plan 'Imagine 2030'

People

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

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 creative city that respects and embraces diversity

Opportunity

- An open and effective Council

4.2.1 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 2 February 2021 (Cont.)

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.

Consultation

Advisory Committees and Reference Groups have been advised of the need to submit minutes of meetings to Council for noting and endorsement.

Recommendation

That Council notes the draft Minutes of meeting for the Multicultural and People Seeking Asylum Advisory Committee as provided in the attachment to this report.

4.2.1 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 2 February 2021 (Cont.)

OTHER

**DRAFT MINUTES OF MULTICULTURAL AND PEOPLE SEEKING
ASYLUM ADVISORY COMMITTEE MEETING**

ATTACHMENT 1

**MULTICULTURAL AND PEOPLE
SEEKING ASYLUM ADVISORY
COMMITTEE MEETING ON
2 FEBRUARY 2021**

PAGES 3 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 2 February 2021 (Cont.)

Advisory Committee or Reference Group Name:	Multicultural and People Seeking Asylum Advisory Committee
Date of Meeting:	2 February 2021
Time of Meeting:	3.00pm-5.00pm
Meeting Location:	Online via Microsoft Teams Meeting

Attendees:

Kylie Reid (Chisholm Institute) – Chairperson, Cr Eden Foster (City of Greater Dandenong [CGD]), Sarita Kulkami (Community Member), Community Development Coordinator (CGD), Binita Maskey (Women's Association South East Melbourne Australia [WASEMA]), Sri Samy (Friends of Refugees [FOR]).

Apologies:

Kudzayi Nhatarikwa (Red Cross), Nabila Marzouk (Multicultural Muslim Women's Network), Minwen Wu (Community Member), Nagamuthu R. Wickiramasingham (Community Member), Chaw Po (Burmese Women's Alliance [BWA]), Jane Lazzari (Red Cross), Siv Yoganathan (Life Without Barriers [LWB]), Kadira Pethiyagoda (Community Member), Sarita Kulkami (Community Member), Jacquie McBride (Monash Health), Sean Quigley (WAYSS).

Minutes:

Item No.	Item	Action	Action By
1.	Welcome and apologies Chair welcomed Committee Members and acknowledged Traditional Owners.		
2.	Endorsement of previous meeting minutes Previous minutes moved by Sri Samy, seconded by Binita Maskey.		
3.	Review of outstanding action items Outstanding action – further investigate and circulate list of the 26 playgroups servicing families seeking asylum in Victoria.	Investigate and circulate list of the 26 playgroups	Community Advocacy Officer
4.	Greater Dandenong Gallery – opportunities for people seeking asylum Greater Dandenong Council Arts and Culture Team are investigating ways in which to engage with different communities to showcase their art within the Community Gallery Space to be included in the new Greater Dandenong Gallery. Public art installations are also to be included along Halpin Way. Collaboration between different communities is highly desired by Council, particularly those that have missed out on prior engagement. Ongoing engagement with MAPSAAC and Arts and Culture Team will continue throughout 2021.		

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

ORDINARY COUNCIL MEETING - AGENDA

4.2.1 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 2 February 2021 (Cont.)

5.	<p>Part B Action Plan discussion</p> <p>Feedback provided by MAPSAAC at the December meeting has now been included in the most recent Part B Action Plan Progress Report.</p> <p>Greater Dandenong Gallery spaces to be further investigated in delivering and facilitating exhibitions to raise community awareness about people seeking asylum and refugees, in line with <i>'ACTION 1.1 Identify and where possible utilise opportunities to deliver interactive activities at various Council-led events (e.g. The Big Picnic, World Food Fare, Harmony Square Screen playing local content etc) to increase community understanding of the lives and experiences of people seeking asylum and people of refugee background.'</i></p>		
6.	<p>Information Sharing Update</p> <p>Cr Eden Foster Newly appointed Cr Eden Foster for the Yarraman Ward introduced herself to MAPSAAC.</p> <p>Recent work regarding people seeking asylum and refugees has included asking Mayor, Cr Angela Long to write to the Minister for Immigration, Citizenship and Migrant Services to reconsider the offshore detention of the Biloela family and welcome them back to Australia.</p> <p>Binita Maskey WASEMA continues to run online programs for community members. In March a hybrid delivery should take place with online and face-to-face programs to be provided.</p> <p>Binita is also delivering financial literacy programs at Living and Learning Pakenham. Is seeking to expand her services in financial management, banking, and budgeting within other organisations.</p> <p>Greater Dandenong Council Community Advocacy Officer to meet with Refugee Council of Australia to discuss advocacy campaigns for 2021. Will update MAPSAAC at April meeting with further information.</p> <p>COVID-19 relief support provided by Greater Dandenong Council to end 31 March 2021, however there is an option of further funding being considered by the Department of Premier and Cabinet (DPC) that may extend the program to 30 June 2021.</p> <p>Chisholm TAFE Chisholm are providing a mixture of face-to-face and online learning.</p> <p>New legislation will lift 500-hour cap to unlimited English support for students undertaking Adult Migrant English Program (AMEP), providing people with a vocational level of English.</p> <p>Free childcare arrangements will also be offered for people undertaking AMEP.</p> <p>Meeting closed at 4:10pm</p>	Update at April meeting.	Community Advocacy Officer

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

4.2.2 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 8 & 15 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 February 2021.

Recommendation Summary

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

4.2.2 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 8 & 15 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 Agenda items for the Council Meeting of 8 February 2021.</p>	8 February 2021
2	<p>Landfill Services Tender Outcome & FOGO Implementation Update</p> <p>Councillors were provided with a progress update on the Landfill Services Tender outcome and discussed the implementation of food and garden organics (FOGO) into green waste bins across the municipality.</p>	15 February 2021
3	<p>Discussion RE: Polytrade</p> <p>Councillors discussed recent industrial relations issues at Polytrade.</p>	15 February 2021
4	<p>Hemmings Street Precinct Action Plan</p> <p>Councillors were presented with consultation findings to support draft action items. A Council report regarding consultation findings, other community and stakeholder input and a draft action plan will be presented for endorsement at the Council Meeting of 22 March 2021.</p>	15 February 2021
5	<p>COVID Events and Grants Update</p> <p>Councillor feedback was sought on a proposed event and grants process. Event funding, given the significant changes to events in line with changing COVID-19 safety requirements, was discussed.</p>	15 February 2021
6	<p>Sandown Masterplan Update</p> <p>The Masterplan was provided and discussed and Councillor feedback was sought prior to A council report being presented to Council for endorsement in April 2021.</p>	15 February 2021

4.2.2 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 8 & 15 February 2021 (Cont.)

7	<i>General Discussion</i> Councillors and Council officers briefly discussed the following topics: (a) Hanna Street, Noble Park development update. (b) Maralinga Primary School (now closed) site rezoning update. (c) Material aid program update. (d) Agenda items for the Council Meeting of 22 February 21.	<i>15 February 2021</i>
----------	--	--------------------------------

Apologies

- Cr Loi Troung submitted an apology to the Pre-Council Meeting of 8 February 2021.

Recommendation

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

4.2.3 List of Registered Correspondence to Mayor and Councillors

File Id:	qA283304
Responsible Officer:	Director Corporate Services
Attachments:	Correspondence Received 15-26 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 15-26 February 2021.

Recommendation

That the listed items provided in Attachment 1 for the period 15-26 February 2021 be received and noted. be received and noted.

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

OTHER

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

ATTACHMENT 1

**CORRESPONDENCE RECEIVED
15-26 FEBRUARY 2021**

PAGES 3 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

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



Correspondences addressed to the Mayor and Councillors received between 15/02/21 & 26/02/21 - for officer action - total = 6

Correspondence Name	Correspondence Date	Date Record Created	Objective ID	User Assigned
Developer contact with a number of Councillors regarding land in Fernside Drive, Bangholme.	16-Feb-21	16-Feb-21	fA210538	Mayor & Councillors EA
Letter from an Endeavour Hills resident urging Council to keep a number of open spaces and historic sites around Greater Dandenong.	17-Feb-21	18-Feb-21	fA210765	Mayor & Councillors EA
Complaint from a Dandenong resident regarding the constant dumping of rubbish and shopping trolleys along Stud Road and the state of nature strips and front yards between Heatherton Road and Clow Street.	21-Feb-21	22-Feb-21	fA210896	Mayor & Councillors EA
A complaint from a resident regarding the maintenance of nature strips and trees in Keylana Drive, Keysborough.	20-Feb-21	24-Feb-21	fA211016	Mayor & Councillors EA
A letter from a Dandenong resident regarding issues that needs to be considered in food and garden organics waste management.	24-Feb-21	25-Feb-21	fA211096	Mayor & Councillors EA
A complaint received by a resident in relation to Councillor conduct (CONFIDENTIAL).	21-Feb-21	26-Feb-21	fA211190	Mayor

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

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



Correspondences addressed to the Mayor and Councillors received between 15/02/21 & 26/02/21 - for information only - total = 4

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
A letter from a Yarraman Ward resident regarding a number of issues of concern including open space, hooning and residential development.	16-Feb-21	23-Feb-21	A7399869	Mayor & Councillors EA
Correspondence from the Minister for Energy, Environment and Climate Change in relation to its Parks Revitalisation Grants Program.	24-Feb-21	24-Feb-21	A7407425	Mayor & Councillors EA
A response from the Governor of Victoria to the Mayor's invitation to attend the opening of the Springvale Community Hub.	04-Feb-21	25-Feb-21	A7411867	Mayor & Councillors EA
Alliance for Gambling Reform 2020 Annual Report.	16-Feb-21	26-Feb-21	A7419084	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.

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.