



**GREATER  
DANDENONG**  
*City of Opportunity*

**AGENDA  
MONDAY  
29 NOVEMBER 2021**

Commencing at 7:00 PM  
**COUNCIL MEETING**

**Statement - Coronavirus (COVID-19)**

At the time of printing this Agenda, the Council Meeting to be held on Monday 29 November 2021 will be closed to the public under the COVID-19 *Omnibus (Emergency Measures) Act 2020 and the Local Government Act 2020.*

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 the traditional owners and custodians of this land, the Bunurong People, and pay respect to their Elders past, present and emerging.

Council recognises and respects their continuing connections to Climate, Culture and Country.

### **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 Roz Blades AM from the Jewish Community, a member of the Greater Dandenong Interfaith Network.

### **1.4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Meetings of Council held 11 November 2021 and 15 November 2021.

#### **Recommendation**

**That the minutes of the Meetings of Council held 11 November 2021 and 15 November 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](http://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:	Manager Governance

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#### **Report Summary**

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

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

#### **Recommendation Summary**

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

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

#### **Item Summary**

There are four [4] items being presented to Council's meeting of 29 November 2021 for signing and sealing as follows:

1. A letter of recognition to Lauren Beechey, Community Services for 20 years of service to the City of Greater Dandenong;
2. A letter of recognition to Nevenka Fekovic, Community Services for 20 years of service to the City of Greater Dandenong;
3. A letter of recognition to Oleshya Zavinski, Community Services for 20 years of service to the City of Greater Dandenong; and
4. A letter of recognition to Tatjana Tvrkovic, Community Services for 20 years of service to the City of Greater Dandenong.

#### **Recommendation**

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



## **2.2 DOCUMENTS FOR TABLING**

### **2.2.1 Documents for Tabling**

File Id:	qA228025
Responsible Officer:	Manager Governance

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#### **Report Summary**

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

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

#### **Recommendation Summary**

This report recommends that the listed items be received.

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

**List of Reports**

Author	Title
Noble Park Community Centre	Annual Report 2021

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

**Recommendation**

**That the listed items be received.**

### 2.2.2 Petitions and Joint Letters

File Id:	qA228025
Responsible Officer:	Manager Governance
Attachments:	Petitions and Joint Letters

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#### Report Summary

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

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

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 Governance Rules. These are also tabled.**

### **2.2.2 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 29 November 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 this report and Attachment be received and noted.**

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

**DOCUMENTS FOR TABLING**

**PETITIONS AND JOINT LETTERS**

**ATTACHMENT 1**

**PETITIONS AND JOINT LETTERS**

**PAGES 4 (including cover)**

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

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

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
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*If the details of the attachment are unclear, please contact Governance on 8571 1000.*

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

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
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*If the details of the attachment are unclear, please contact Governance on 8571 1000.*

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

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*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**

File Id:	qA280444
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Planning Declared Area Delegated Decisions – October 2021

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### **Report Summary**

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

It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in October 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 PDA#.01 or similar, are applications making amendments to previously approved planning permits.

### **Recommendation**

**That the items be received and noted.**

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**2.3.1 Planning Decisions Issued by Planning Minister's Delegate (Cont.)**

REPORT

29 November 2021

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Statutory Planning Applications

**STATUTORY PLANNING APPLICATIONS**

**PLANNING DECISIONS ISSUED BY PLANNING MINISTER'S  
DELEGATES – OCTOBER 2021**

**ATTACHMENT 1**

**PLANNING DECLARED AREA  
DELEGATED DECISIONS  
OCTOBER 2021**

**PAGES 2 (including cover)**

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

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Page 2

**2.3.1 Planning Decisions Issued by Planning Minister's Delegate (Cont.)**

City of Greater Dandenong

PDA Delegated Decisions Issued 01/10/2021 to 31/10/2021

Application ID	Property Address	Applicant	Description	Notes	Authority	Decision	Decision Notified	Ward
PDAD20/0003	18-24 Scott Street DANDENONG VIC 3175	VKAS Design Group Pty Ltd	Mixed Use Development (8 levels) - 30 x dwellings, 3 x shops, reduction in car parking requirements	No response to further information request	Delegate	Lapsed	19/10/2021	Dandenong
<b>Total :</b>							<b>1</b>	

LNICHO

1

01/11/2021

### 2.3.2 Planning Delegated Decisions Issued - October 2021

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

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#### Report Summary

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

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

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**2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)**

REPORT

29 November 2021

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Statutory Planning Applications

**STATUTORY PLANNING APPLICATIONS**

**PLANNING DELEGATED DECISIONS ISSUED -  
OCTOBER 2021**

**ATTACHMENT 1**

**PLANNING DELEGATED  
DECISIONS ISSUED  
OCTOBER 2021**

**PAGES 14 (including cover)**

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

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

City of Greater Dandenong

Planning Delegated Decisions Issued from 01/10/2021 to 31/10/2021

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0041	PinAppAnd	No	1/28-38 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Nizar Investments Pty Ltd	This permit application seeks to amend Planning Permit PLN19/0385 pursuant to Section 72 of the Planning and Environment Act 1987 by the way of the following:	Amend permit to remove the proposed extension, turn lot 1 into 2 lots and to change external doors	Delegate	AmendPerm	14/10/2021	Dandenong
PLA21/0046	PinAppAnd	No	South Eastern Private Hospital 313-329 Princes Highway NOBLE PARK VIC 3174	SLR Consulting Australia Pty Ltd	What the permit allows AMENDMENT TO: Development of the land for alterations and additions to an existing hospital, to display an internally illuminated business identification sign and alteration of access to a road in a Road Zone Category 1 (PLN19/0002)	Amend endorsed plans to allow new access, replacement and relocation of directional board and removal of landscaping and one tree	Delegate	AmendPerm	07/10/2021	Yarraman
PLA21/0069	PinAppAnd	No	128-142 Ordish Road DANDENONG SOUTH VIC 3175	City Circle Recycling Pty Ltd	AMENDMENT TO: Development and use of the land for Materials Recycling with a reduction of the car parking requirement (PLN09/0858)	No response to further information request.	Delegate	Lapsed	15/10/2021	Dandenong
PLA21/0074	PinAppAnd	No	2 Gwenida Street DANDENONG VIC 3175	Lineadesign Design & Drafting Services	AMENDMENT TO: Development of the land for three (3) double storey dwellings, by way of:  - Amendment to ground and first floor windows - Amendment to walls on boundaries - Amendment of Dwelling 1 external materials	Amend endorsed plans to change windows, unit 1 boundary wall height and correction to unit 1 ground floor facade	Delegate	NOD	08/10/2021	Cleeland
ADARK					1				04/11/2021	

**2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0081	PinAppAnd	No	15-29 Coomoora Road SPRINGVALE SOUTH VIC 3172	Development Victoria	AMENDMENT TO: Staged subdivision of the land, creation of reserves (R-1 and R-2), creation of an easement, and the removal of native vegetation SPEAR (PLN20/0333)	Amend permit to allow placement of Sales Centre	Delegate	AmendPerm	22/10/2021	Keysborough
PLA21/0083	PinAppAnd	No	251 Hutton Road KEYSBOROUGH VIC 3173	Eastar Group Pty Ltd	AMENDMENT TO: Development of the land for sixty-six (66) dwellings, to remove native vegetation and to alter access to a road in a Road Zone, Category 1 (PLN17/0864)	Amend endorsed plans to substitute approved plans with new plans to cater for new development partner	Applicant	Withdrawn	28/10/2021	Keysborough South
PLA21/0088	PinAppAnd	No	15 Lenore Street SPRINGVALE VIC 3171	D Farrington	This permit application seeks to amend Permit PLN15/0922 pursuant to Section 72 of the Planning and Environment Act 1987 by the way of the following: - Plans endorsed under the permit	Amend endorsed plans to allow multiple layout changes to three dwellings	Delegate	AmendPerm	11/10/2021	Springvale North

ADARK 2 04/11/2021

**2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0089	PinAppAnd	No	4 Janine Road SPRINGVALE SOUTH VIC 3172	Durable Design Pty Ltd	The land was granted a permit under Planning Permit PLN19/0538 issued on 24/8/2020 for the use and development of the land for a Child Care Centre and to reduce the car parking requirement.  This application proposed to amend the development as follows:  <ul style="list-style-type: none"> <li>- Remove planter box to the rear of the building (first floor southwest corner);</li> <li>- Provide a stairway to the southwest of the building;</li> <li>- Provide steps near the western boundary;</li> <li>- Alteration to the layout of the ground floor kitchen;</li> <li>- Addition of a gate near the western boundary;</li> <li>- Lower portion of porch changed to steel</li> <li>- First floor door on southern elevation deleted;</li> <li>- Rainwater tanks changed from square to slimline; and</li> <li>- High level windows removed on north elevation.</li> </ul>	Amend endorsed plans to allow changes to layout	Delegate	AmendPerm	26/10/2021	Springvale South
PLA21/0092	PinAppAnd	No	46 St James Avenue SPRINGVALE VIC 3171	T Andrews	AMENDMENT TO: Development of the land for three (3) dwellings (two double storey dwellings and one single storey dwelling to the rear) and subdivision of the land into three (3) lots (PLN17/0153)	Amend plans to accommodate for South East Water asset	Delegate	AmendPerm	22/10/2021	Springvale Central

ADARK 3 04/11/2021



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

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0098	PinAppAmd	No	830-850 Princes Highway SPRINGVALE VIC 3171	M Ryan	AMENDMENT TO: Use of the land for warehousing within 30 metres of a residential zone, development of the land in association with warehousing and restricted retail, reduction in car parking in association with warehousing and restricted retailing, alteration of access to a road in a Road Zone, Category 1 (PLN17/0531)	Amend endorsed plans to remove reference to restricted retail	Delegate	AmendPerm	29/10/2021	Springvale North
PLN20/0536	PinApp	No	6 Oakdale Court SPRINGVALE VIC 3171	Westurban Group	The development of the land for three (3) double storey dwellings	Proposal fails to comply with Clause 15 (Built Environment and Heritage), Clause 21.04 (Land Use), Clause 21.05 (Built Form), Clause 52.06 (Car Parking)	Delegate	Refusal	21/10/2021	Springvale North
PLN20/0572	PinApp	No	87 Clew Street DANDENONG VIC 3175	Hartland Group Pty Ltd	The development of the land for ten (10) dwellings	Proposal fails to comply with relevant State Planning Policy Framework and clauses of the Greater Dandenong Planning Scheme and is therefore an inappropriate design response	Delegate	Refusal	15/10/2021	Cleeland
PLN20/0594	PinApp	No	8 Prince Street SPRINGVALE VIC 3171	Janthorn Pakdeesthai	Development of the land for four (4) double storey dwellings	Proposal fails to comply with Clause 15 (Built Environment and Heritage, Clause 15.01-5S (Building Design), Clause 15.01-5S (Neighbourhood Character, Clause 21.05 (Built Form), Clause 55.02-1 (Neighbourhood Character Objectives), Clause 22.09-3.1 (Residential Development & Neighbourhood Character Policy)	Delegate	Refusal	20/10/2021	Springvale North
PLN21/0028	PinApp	No	12 Sunline Avenue NOBLE PARK NORTH VIC 3174	S Mahmood	Development of the land for two (2) double storey dwellings on a lot	General Residential 1 Zone, 635sqm	Delegate	NOD	29/10/2021	Noble Park North

04/11/2021

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**2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0063	PinApp	No	3/486-502 Princes Highway NOBLE PARK NORTH VIC 3174	Boron Molecular Pty Ltd	Construct Buildings and Works to an existing Industry (Chemical product manufacture other than listed within this group of Clause 53.1(0)	Commercial 2 Zone	Delegate	PlanPermit	28/10/2021	Noble Park North
PLN21/0086	PinApp	No	83 Bowmore Road NOBLE PARK VIC 3174	Archiden Architecture	Development of the land for two (2) dwellings (one double storey dwelling to the rear of an existing single storey dwelling) and alterations and additions to the existing dwelling	General Residential 1 Zone, 769sqm	Delegate	PlanPermit	15/10/2021	Yarraman
PLN21/0154	PinApp	No	895 Heatherton Road SPRINGVALE VIC 3171	TTT Tran	Development of the land for six (6) double storey dwellings and the alteration of access to a road in a Road Zone Category 1	No response to further information request	Delegate	Lapsed	15/10/2021	Springvale Central
PLN21/0156	PinApp	No	63-65 Walker Street DANDENONG VIC 3175	Con Tsourounakis	Use of the land as an education centre and a reduction to the car parking requirements (ground floor) DECLARED AREA	Comprehensive Development 2 Zone, adult education centre	Delegate	PlanPermit	28/10/2021	Dandenong
PLN21/0174	PinApp	No	1 Berga Avenue DANDENONG VIC 3175	O Alsharbatl	Development of the land for three (3) double storey dwellings on a lot	No response to further information request	Applicant	Lapsed	07/10/2021	Yarraman
PLN21/0182	PinApp	No	20 Knox Street NOBLE PARK VIC 3174	Alacus Design & Planning	Development of the land for four (4) dwellings (three double storey dwellings and one single storey dwelling)	General Residential 1 Zone, 933sqm	Delegate	NOD	20/10/2021	Noble Park
ADARK									04/11/2021	
									5	

**2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0193	PinApp	No	13 Clement Street DANDENONG VIC 3175	Linedesign	Development of the land for four (4) double storey dwellings	General Residential 3 Zone, 709sqm	Delegate	PlanPermit	14/10/2021	Cleeland
PLN21/0224	PinApp	No	5 Pascoe Avenue SPRINGVALE VIC 3171	C Le	Development of the land for four (4) dwellings (comprising three double storey dwellings and one single storey dwelling to the rear).	General Residential 1 Zone, 924sqm	Delegate	PlanPermit	13/10/2021	Springvale Central
PLN21/0227	PinAppVic	Yes	13-17 Manning Drive NOBLE PARK NORTH VIC 3174	Shed Bonanza c/- The Planning Professionals	The construction of a shed associated with an existing Education Centre VICSMART	General Residential 1 Zone, construction of shed for sports equipment	Delegate	PlanPermit	19/10/2021	Noble Park North
PLN21/0267	PinApp	No	14 Ebony Close SPRINGVALE VIC 3171	Jova Drafting Consultants	Use of the land for a Restricted Recreation Facility (Gymnasium) (Previous address: 1638 Centre Road, Springvale)	Industrial 1 Zone, Urban Floodway Zone, gymnasium/plates studio	Delegate	PlanPermit	29/10/2021	Springvale North
PLN21/0286	PinApp	No	17 Birdwood Avenue DANDENONG VIC 3175	Con Tsourounakis	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 810sqm	Delegate	PlanPermit	22/10/2021	Yarraman
PLN21/0291	PinApp	No	63 David Street DANDENONG VIC 3175	Creative Living Innovations Pty Ltd	Development of the land for three (3) dwellings (two double-storey dwellings and one single-storey dwelling to the rear)	General Residential 1 Zone, 747sqm	Delegate	PlanPermit	15/10/2021	Cleeland
ADARK					6				04/11/2021	

## ORDINARY COUNCIL MEETING - AGENDA

## 2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0295	PinApp	No	45-47 Miami Street DANDENONG SOUTH VIC 3175	C.E.M Properties c/o James Turner Design	Construction of buildings and works to an existing Warehouse	Industrial 1 Zone, extension of warehouse building	Delegate	PlanPermit	26/10/2021	Dandenong
PLN21/0296	PinApp	No	4 Elm Grove SPRINGVALE VIC 3171	Glenfect Pty Ltd	Development of the land for four (4) double storey dwellings.	General Residential 3 Zone, 908sqm	Delegate	PlanPermit	14/10/2021	Springvale Central
PLN21/0300	PinApp	No	875 Taylors Road DANDENONG SOUTH VIC 3175	Stephen D'Andrea	Development of the land for a warehouse building	Industrial 1 Zone, warehouse	Delegate	PlanPermit	29/10/2021	Dandenong
PLN21/0329	PinApp	No	7 Aegean Court KEYSBOROUGH VIC 3173	Stephen D'Andrea Pty Ltd	The development of the land for a building	Industrial 1 Zone, 2575sqm, warehouse with ancillary office, showroom, and associated car parking and landscaping	Delegate	PlanPermit	22/10/2021	Keysborough South
PLN21/0331	PinApp	No	76 St Johns Avenue SPRINGVALE VIC 3171	N Hong	Development of the land for four (4) dwellings on a lot, comprising three (3) triple storey dwellings and one (1) double storey dwelling	The proposal fails to meet Clauses 21.05 (Built Form), 15.01-1S (Urban Design), 15.01-2S (Building design), 15.01-5S (Neighbourhood character), 15.02-1S (Energy Resource Efficiency), 22.06 (Environmentally Sustainable Development), 22.09 (Design Principles), Schedule 3 to GRZ, Clause 55, 52, 06-9 (Car Parking) and Clause 65	Delegate	Refusal	27/10/2021	Springvale Central
ADARK					7				04/11/2021	

## ORDINARY COUNCIL MEETING - AGENDA

## 2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0343	PinApp	No	114 Fernside Drive BANGHOLME VIC 3175	NJ Finocchiaro	To carry out earthworks	Green Wedge Zone, earthworks to fill an existing small dam	Applicant	Withdrawn	19/10/2021	Keysborough South
PLN21/0347	PinApp	No	167 Buckley Street NOBLE PARK VIC 3174	Astra Melbourne Pty Ltd	Buildings and works (extension) and to display associated signage	Commercial 1 Zone, 905sqm, extend rear of existing building and internally illuminated sign	Delegate	PlanPermit	05/10/2021	Noble Park
PLN21/0381	PinApp	No	104A Cheltenham Road DANDENONG VIC 3175	S Oshana	Display of business identification signs	Industrial 1 Zone, Business Identification	Delegate	PlanPermit	29/10/2021	Dandenong
PLN21/0377	PinApp	No	12 Reid Court DANDENONG NORTH VIC 3175	Low Cost Draftsman	Development of the land for two (2) double storey dwellings on a lot	No response to further information request	Delegate	Lapsed	26/10/2021	Clelland
PLN21/0379	PinApp	No	402-418 Corrigan Road KEYSBOROUGH VIC 3173	OC Designis	Building and works (Extension) to the existing Child Care Centre	Neighbourhood Residential 1 Zone, 317,25sqm, extension of child care centre with new playroom, toddler room and to the existing verandah	Delegate	PlanPermit	04/10/2021	Keysborough
PLN21/0387	PinApp	No	1 Camberra Avenue DANDENONG VIC 3175	S Tairi	Development of the land for four (4) dwellings on a lot (three double storey and one single storey at the rear)	No response to further information request	Delegate	Lapsed	07/10/2021	Dandenong
ADARK					8				04/11/2021	

**2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0400	PinAppVic	Yes	25-27 Futura Road KEYSBOROUGH VIC 3173	Truflow Spray Booth (Aus) Pty Ltd	Buildings and works (building extensions) VICSMART	The proposal fails to meet decision guidelines of Clause 15.01-2S, 15.01-1S, 18.02-4S, 52.06, 22.03, 59.04 and does not contribute to the orderly planning of the area	Delegate	Refusal	14/10/2021	Noble Park
PLN21/0417	PinApp	No	44-48 Robinson Street DANDENONG VIC 3175	Melbourne Pet Surgery	Use of the land for a veterinary centre, to reduce the car parking requirements, and to display business identification signage DECLARED AREA	Comprehensive Development 2 Zone, Veterinary Clinic, Business Identification sign and reduction of 7 car parking spaces	Delegate	PlanPermit	07/10/2021	Dandenong
PLN21/0429	PinApp	No	7 Romsey Street NOBLE PARK VIC 3174	MG Land Surveyors	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	11/10/2021	Noble Park
PLN21/0441	PinApp	No	253-281 Discovery Road DANDENONG SOUTH VIC 3175	Toyota Material Handling Australia Pty Ltd	Buildings and works and reduction in car parking requirements	Industrial 1 Zone, 22630sqm, warehouse and ancillary office, reduction in car parking requirements	Delegate	PlanPermit	15/10/2021	Dandenong
PLN21/0443	PinAppVic	Yes	35 Union Road DANDENONG SOUTH VIC 3175	Axiom Plus Pty Ltd	Buildings and works associated with an existing premises VICSMART	Industrial 3 Zone, extension to rear of existing warehouse	Delegate	PlanPermit	14/10/2021	Dandenong
PLN21/0461	PinApp	No	10 Watt Street SPRINGVALE VIC 3171	Luo Family Holdings Pty Ltd	Subdivision of the land into seven (7) lots SPEAR	Residential	Delegate	PlanPermit	20/10/2021	Springvale North
ADARK					9				04/11/2021	

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

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0467	PinApp	No	251 Hutton Road KEYSBOROUGH VIC 3173	Millar and Merrigan Pty Ltd	Subdivision of the land (SPEAR)	Residential	Delegate	PlanPermit	28/10/2021	Keysborough South
PLN21/0469	PinApp	No	10 Whiteside Street SPRINGVALE VIC 3171	AMS Pty Ltd	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	13/10/2021	Springvale North
PLN21/0472	PinApp	No	72 Cleeland Street DANDENONG VIC 3175	Nilsson Noel & Holmes (Surveyors) Pty Ltd	Subdivision of the land into eight (8) lots	Residential	Delegate	PlanPermit	12/10/2021	Cleeland
PLN21/0486	PinApp	No	117 Gladstone Road DANDENONG NORTH VIC 3175	V Gunda	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	28/10/2021	Cleeland
PLN21/0491	PinAppVic	Yes	1/495 Hammond Road DANDENONG SOUTH VIC 3175	Dynamic Warehouse Solutions	Construction of a mezzanine floor VICSMART	Industrial I1 Zone, mezzanine floor	Delegate	PlanPermit	25/10/2021	Dandenong
PLN21/0504	PinApp	No	80 Regent Avenue SPRINGVALE VIC 3171	LN To, KN To	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	29/10/2021	Springvale Central
ADARK					10				04/11/2021	

## ORDINARY COUNCIL MEETING - AGENDA

## 2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0513	PinApp	No	140 Bridge Road KEYSBOROUGH VIC 3173	A Khorrami	Reduction in Car Parking Requirements	Industrial 1 Zone, reduce number of car parking spaces by 4	Applicant	Withdrawn	01/10/2021	Noble Park
PLN21/0538	PinApp	No	191-195 Springvale Road SPRINGVALE VIC 3171	JCP Construction c/- Trad Consultants	To display business identification signage	Commercial 1 Zone, business identification sign	Delegate	PlanPermit	29/10/2021	Springvale North
PLN21/0546	PinApp	No	17 Joffre Street NOBLE PARK VIC 3174	M.J.Reddie Surveys Pty Ltd	Subdivision of land into five (5) lots SPEAR	Residential	Delegate	PlanPermit	27/10/2021	Yarraman
PLN21/0556	PinApp	No	7 Digby Court SPRINGVALE SOUTH VIC 3172	Nobelius Land Surveyors Pty Ltd	Subdivision of land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	29/10/2021	Springvale South
PLN21/0558	PinApp	No	37 Clarendon Drive KEYSBOROUGH VIC 3173	D Wallis	Construction of a verandah to an existing dwelling	Permit not required under Clause 62.02 (Buildings and works exemptions)	Delegate	NotRequire	29/10/2021	Keysborough South
PLN21/0559	PinAppVic	Yes	1/18 Edward Avenue DANDENONG VIC 3175	A Siskovic	Subdivision of the land into two lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	14/10/2021	Cleeland
ADARK					11				04/11/2021	



**2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0566	PinAppVic	Yes	43 Fifth Avenue DANDENONG VIC 3175	SSC Fernando	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	13/10/2021	Yarraman
PLN21/0569	PinAppVic	Yes	2 Lewis Street SPRINGVALE VIC 3171	TLT Nguyen	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	20/10/2021	Springvale North
PLN21/0570	PinAppVic	Yes	25 Nance Street NOBLE PARK VIC 3174	Anthony Ford & Associates C/- Vicki Arrowsmith	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	22/10/2021	Noble Park
PLN21/0571	PinAppVic	Yes	71 Jones Road DANDENONG VIC 3175	D Janovic, D Ninkovic	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	15/10/2021	Yarraman
PLN21/0572	PinAppVic	Yes	63 Princess Avenue SPRINGVALE VIC 3171	RCH Chuah, KPH Chau	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	14/10/2021	Springvale Central
PLN21/0573	PinAppVic	Yes	Hub Arcade 41/15-23 Langhorne Street DANDENONG VIC 3175	M & D Town Planning Pty Ltd	Reduce the car parking requirement (DECLARED AREA) VICSMART	Comprehensive Development 2 Zone, reduce number of car parking spaces by 9 car spaces	Delegate	PlanPermit	29/10/2021	Dandenong

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04/11/2021

ADARK

**2.3.2 Planning Delegated Decisions Issued - October 2021 (Cont.)**

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0576	PlnAppVic	Yes	43-63 Princes Highway DANDENONG SOUTH VIC 3175	ESR Australia c/- ProUrban	Construct Buildings and Works to an existing Warehouse VICSMART	Commercial 2 Zone, 4630sqm, heavy duty paving area (hard stand) and associated security fencing	Delegate	PlanPermit	21/10/2021	Dandenong
PLN21/0586	PlnAppVic	Yes	1/6 Helly Avenue DANDENONG NORTH VIC 3175	M Mandzic	Subdivision of the land into two lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	21/10/2021	Noble Park North

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13

04/11/2021

ADARK

### 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
- ii) will make the question available to Councillors or Members upon request.

**3 QUESTION TIME - PUBLIC (Cont.)**

- 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 POLICY AND STRATEGY**

#### **4.1.1 Q1 Quarterly Performance Report**

File Id:	A8209332
Responsible Officer:	Executive Manager Communications & Customer Service
Attachments:	Quarterly Performance Report 1 July – 30 September 2021

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#### **1. Report Summary**

This report details Council's progress for the period 1 July to 30 September 2021 against performance targets outlined in the Council Plan 2021-25.

#### **2. Recommendation Summary**

This report recommends that Council notes the achievements against the Council Plan indicators for the period ending 30 September 2021.

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#### 4.1.1 Q1 Quarterly Performance Report (Cont.)

### 3. Background

Council formally adopted the Council Plan 2021-25 and Annual Plan 2021-22 on Monday 25 October 2021.

The Council Plan 2021-25 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 2021-25 is made available to residents through the Customer Service Centres, libraries and on Council's website at [www.greaterdandenong.vic.gov.au](http://www.greaterdandenong.vic.gov.au)

Progress against performance targets for the period 1 July to 30 September 2021 is outlined in Attachment 1 of this report.

Performance highlights against the Council Plan strategic objectives include:

#### A socially connected, safe and healthy city

- Four online workshops were delivered for volunteers and an additional four volunteer training sessions have been held with 50 participants.
- Council has continued its involvement and promotion of healthy eating and active living initiatives through the South East Food and Nutrition Network, Healthy Sports Club program and South East Health Prevention Leadership Group.
- Council's Public Space CCTV system and program are being maintained in accordance with all policies, procedures and agreements.
- The design team for the Keysborough South Community Hub are currently preparing the Round 2 submission for the Green Building Council of Australia (GBCA) review process. The progress of the Construction Tender Package is 75 per cent.
- Family Services have engaged 47 families and 103 children, providing a total 2834.05 contact hours of support.
- 200 families enrolled in the 20 supported playgroups.
- The Community Gardens on Council Owned Public Open Space Policy and the Community Gardens on Council Owned Public Open Space Guidelines were adopted by Council at the 13 September 2021 Council meeting.

#### A city that respects and celebrates diversity, our history and the arts

- The Local Government Mayoral Taskforce Supporting People Seeking Asylum welcomed Casey Council as the tenth member of the Executive. The Mayoral Taskforce is now a 36 member strong coalition of Councils banding together to advocate for people seeking asylum.
- Two artists were commissioned to develop work for the HOME 2022 exhibition.

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#### 4.1.1 Q1 Quarterly Performance Report (Cont.)

- The Children's Festival and Little Day Out (rebranded as the Little Night In) were both successfully delivered online, with an audience satisfaction rate of 90 per cent, up from 75 per cent the previous year.
- 25 events took place at the Drum Theatre including 11 live performances, 1 digital performance and 13 other events (rehearsals and workshops) for 1,479 people.

##### A city of accessible, vibrant centres and neighbourhoods

- Stage 1 of the Mills Reserve precinct plan is complete. Stage 2, the development of the master plan, is underway and on track.
- Council in partnership with a local philanthropist and WAYSS will support the construction of 3-5 units for women and families affected by family violence. Council approval has been provided to purchase land and investigations continue re locating a suitable block.
- Two webinars were provided to assist tourism operators survive and manage the impacts of COVID-19.
- Council officers are working with the Department of Transport to assist with the installation of new bus stops in Keysborough for the new 816 bus route.
- Final preparations and service approvals for Stage 1 of the Abbotts Rd widening (between Remington Dr and National Dr) were resolved. Early construction works are expected to commence in November.

##### A green city committed to a sustainable future

- Development of the Climate Change Community Engagement and Mobilisation Plan has commenced.
- The priority tasks for the implementation of the Climate Emergency Strategy 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.
- Planning for the 2022 Forever Fest (Sustainability Festival) has commenced, with the festival scheduled to occur in April 2022.
- Ross Reserve all abilities playground opened in September.
- The Urban Forest Strategy 2021-28 was adopted by Council at its meeting on 27 September.

##### A city that supports entrepreneurship, quality education and employment outcomes

- Since its launch in 2020, the 'This is IT' Schools program has donated approximately 250 laptops to local schools and other charitable education organisations.
- Youth and Family Services facilitated a range of online programs with 670 contacts to build young people's leadership capacity and enhance community participation.
- As part of the Community Revitalisation and One Per Cent projects\_Council played the critical role of brokerage in providing digital technology during lockdown enabling jobseekers to study and continue job-seeking.

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#### **4.1.1 Q1 Quarterly Performance Report (Cont.)**

- Business, digital literacy, learning help for adults, Citizenship, Conversation buddies, DandEreaders, Coffee Club and ABS Census sessions were delivered online through Library Services.
- Information was regularly shared with 17,000 businesses on EDU's database, via monthly e newsletter quarterly Talking Business magazine.

#### A Council that demonstrates leadership and a commitment to investing in the community

- Council has successfully employed three Business COVID Support Project officers and as at the end of the quarter 768 businesses have been directly engaged.
- Council is currently coordinating a summer heatwave plan consistent with the southern metropolitan regional plan.
- Delivery of a communications program to enhance digital literacy has commenced.
- Works are underway to expand the parking sensor coverage to the Springvale central activity area, with installation expected to occur early in the new year.
- A new Self-Assessment Climate Change Tool has been developed for the Capital Improvement Project bid process within Council.
- Council's 10 year Long Term Financial Plan satisfied the requirements of the Local Government Act 2020 and was adopted by Council at its meeting on 25 October 2021.

#### **4. Proposal**

That Council notes the progress against performance targets outlined in the Council Plan 2021-25 for the period 1 July to 30 September 2021.

#### **5. Financial Implications**

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

#### **6. 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.

#### **7. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans**

##### **Community Vision 2040**

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community
- Education, training, entrepreneurship and employment opportunities
- Sustainable environment



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#### 4.1.1 Q1 Quarterly Performance Report (Cont.)

- Embrace diversity and multiculturalism
- Mind, Body and Spirit
- Art and Culture

### 8. Council Plan 2021-25

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 strategic objectives:

- A socially connected, safe and healthy city
- A city that respects and celebrates diversity, our history and the arts
- A city of accessible, vibrant centres and neighbourhoods
- A green city committed to a sustainable future
- A city that supports entrepreneurship, quality education and employment outcomes
- A Council that demonstrates leadership and a commitment to investing in the community

### 9. The Overarching Governance Principles of the *Local Government Act 2020*

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 report addresses the following principles:

- a. the municipal community is to be engaged in strategic planning and strategic decision making;
- b. the transparency of Council decisions, actions and information is to be ensured.

And also takes into account the following supporting principles:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);
- c. the strategic planning principles (section 89);
- d. the financial management principles (section 101);
- e. the service performance principles (section 106).

The Quarterly Performance Report provides details on Council's progress against its key strategic objectives to ensure accountability and transparency of its actions.

### 10. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

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.

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#### 4.1.1 Q1 Quarterly Performance Report (Cont.)

### 11. The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

The content/topic/issue (of this report) is purely administrative in nature and does not benefit any one gender group over any other. The Council Plan itself was the subject of a Gender Impact Assessment and all strategic objectives and key priorities were developed to ensure that all genders were

### 12. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report outlines progress against some of Council's overarching climate change and sustainability actions for 2021-22. The Council Plan highlights key activities which impact 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*.

### 13. Related Council Policies, Strategies or Frameworks

This report forms part of Council's Integrated Planning Framework.

### 14. 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. This ensures that all resources are managed effectively and accountably.

### 15. Recommendation

**That Council notes the progress against the performance targets outlined in the Council Plan 2021-25 for the period 1 July to 30 September 2021.**

**4.1.1 Q1 Quarterly Performance Report (Cont.)**

**POLICY AND STRATEGY**

**Q1 QUARTERLY REPORT PERFORMANCE REPORT**

**ATTACHMENT 1**

**COUNCIL PLAN 2021-25  
PERFORMANCE REPORT Q1 2021-22**

**PAGES 61(including cover)**

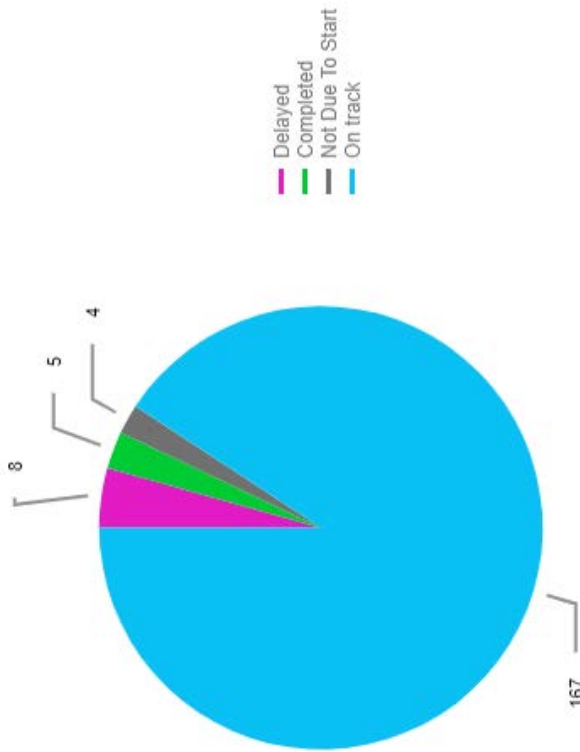
*If the details of the attachment are unclear please contact Governance on 8571 5235*

4.1.1 Q1 Quarterly Performance Report (Cont.)






4.1.1 Q1 Quarterly Performance Report (Cont.)

Q1 Performance Summary July – September 2021



4.1.1 Q1 Quarterly Performance Report (Cont.)







*Strategic Objective 1: A socially connected, safe and healthy city*

Priority	Action	Comments	Status
Deliver and support initiatives that raise community awareness of harmful alcohol, tobacco and other drugs use	Deliver initiatives that raise young people's awareness of drug and alcohol related harms	Due to COVID-19, initiatives were reoriented online. Youth and Family Services facilitated two Party Safe workshops in local schools and community settings (total 110 contacts). A social media campaign also ran on the impact of drugs and alcohol on young people resulting in 2,500 views.	
	Enhance strategic partnerships and collaboration to address negative impacts of alcohol use and sales	Council continues to collaborate with the SECADA consortium of alcohol and other drugs agencies, Enliven, and Victoria Police to utilise and apply the GIS mapping and database developed by South East Melbourne Group of Councils to assess the density of alcohol packaged liquor outlets and associated harm. The collaboration aims to update and adapt the SEMCA data model to include other alcohol distribution points and investigate overlaying ambulance and drug treatment. Council is also participating in Enliven's new Local Drug Action Team project that will work to increase resilience and reduce isolation amongst vulnerable communities.	
	Work with Monash Health to support the community with greater access to and uptake of smoking cessation supports	Mapping of local data and stakeholders working in reducing tobacco-related harm has commenced. Participation in Monash Health's Smoke-free Committee to undertake collaborative planning is scheduled for December 2021.	

 Delayed 
  Completed 
  Not Due To Start 
  On track



ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Enhance understanding of, and compliance with alcohol and tobacco regulations within the city	Coordinate tobacco control activities to meet service and funding requirements in accordance with the Municipal Association of Victoria service agreement	A total of seven hospital visits were undertaken and 29 tobacco retailers and 60 outdoor locations were inspected in accordance with the MAV service agreement.	
	Support liquor licensees and collaborate with other authorities to implement policy and legislation to reduce alcohol harms in the community	Seven liquor license planning permit applications were assessed to ensure the proposed venue would comply with Responsible Service of Alcohol standards and Council's Alcohol Management Policy and Guidelines.	
Ensure Council's services and supports are inclusive of people with a disability and their carers	Update Council's Local Law, when required, to ensure it is meeting the community's expectations regarding alcohol controls in the public realm	Local Law 2 was adopted by Council in September 2021 which includes information on public events and liquor licences.	
	Continue to advocate and support local residents with a disability to successfully find paid employment through participating in the Australian Network on Disability (AND)'s "Stepping Into" paid internship program and promoting its success to the local business economy	Ongoing participation in the Australian Network on Disability's programs has led to support and interest across all departments in Council. The Disability Advisory Committee continues to advocate for employment options in the local area. Council supported the employment of people with a disability through the appointment of an intern in Community Care. Plans for the next intern are underway.	
	Explore ways that greater support can be provided to the carers of people with a disability	Consultation with carers has commenced with a variety of support options and activities scheduled as restrictions ease.	
	Provide support and information to residents on how to access the NDIS to help maximise their understanding and knowledge	Through supporting and leading networks including the Southern Region Disability Alliance and the CALD Disability Network people in the community are supported to access information about the NDIS and other supports available.	

 Delayed 
  Completed 
  Not Due To Start 
  On Track

4.1.1 Q1 Quarterly Performance Report (Cont.)





Priority	Action	Comments	Status
Improve participation and access to sport and recreation activities to support active living	Complete and execute outstanding and new Joint Use Agreements between the Department of Education and City of Greater Dandenong.  Implement the year two actions of the 'Make Your Move' Greater Dandenong Physical Activity Strategy to improve health outcomes for our diverse and multicultural community	Four Joint Use Agreements (JUAs) are being reviewed. Council drafted JUA proposals will be forwarded to the following schools: Lyndale Secondary College Silverton Primary School Keysborough College - Banksia Keysborough College - Acacia  Actions this quarter included: - An analysis of sports ground vacancies - Background data collection for a lighting cost analysis - Identification and engagement of Community Ambassadors for the Community Champions program - Engagement activities with AFL Victoria and Football Victoria regarding game development/participation issues. St Kilda FC have been linked to ongoing discussions regarding an uplift in junior development activities and initiatives.	
Increase and promote meaningful volunteering opportunities within Council and recruit, support and recognise Council Volunteers	Continue to support, train and recognise Council volunteers through regular events	Training plans have been developed in preparation for COVID-safe delivery and are connected to training opportunities. Volunteers continue to be supported to monitor their health and wellbeing and provide information on support programs available to them. Two new COVID-safe roles have been established to support social connection and environmental sustainability programs.	

 Delayed 
  Completed 
  Not Due To Start 
  On track



ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Increase and promote meaningful volunteering opportunities within Council and recruit, support and recognise Council Volunteers	Increase COVID-Safe opportunities for volunteering within Council programs including social links for isolated community members	New COVID-safe volunteering programs have been established to address social isolation for residents including the digital promotion of cultural heritage in Greater Dandenong. Programs to support knitting of local goods for at risk community members continues with goods to be distributed when safe to do so.	
	Support community initiatives that promote meaningful volunteering opportunities	The Greater Dandenong Volunteer Resource Service has provided COVID-safe services with a total of 98 volunteers interviewed for referral to services. Four online workshops were delivered for volunteers and an additional four volunteer training sessions have been held with 50 participants.	
	Utilise volunteers to help raise community awareness on the positive impact of physical activity	Officers have reached out to potential candidates to be volunteer community ambassadors. A position description has been created and will be sent to identified ambassadors prior to the end of the year. COVID-19 restrictions unfortunately delayed the engagement of these volunteers as most of their work will be at events or being present for promotional material. Officers are working towards a launch in early 2022.	
Increase emergency, crisis, transitional housing accommodation and support to address the needs of persons who are homeless in the public domain	Investigate the feasibility of implementing a 'Functional Zero' model of homelessness in Greater Dandenong	Discussions have taken place with representatives from Launch Housing around the feasibility of implementing a 'Functional Zero' model of homelessness support. This approach brings together multiple service agencies for targeted support of those sleeping rough and stakeholder mapping of service agencies is underway with a view to commencing the project in early 2022.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA




4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Increase meaningful engagement and facilitate collaboration and partnerships to enhance the health, wellbeing and resilience of the Greater Dandenong community</p>	<p>Develop an Anti-Poverty Strategy through community consultation and partnership with local community agencies and organisations</p>	<p>The development of the Anti-Poverty Strategy is progressing. An extensive consultation plan has been developed with a financial hardship survey currently online and further consultation to be delivered. Local partners continue to be consulted to ensure strategy accounts for current and emerging effects of COVID-19 on the Greater Dandenong community.</p>	
	<p>Partner with Melbourne City FC and City in the Community to develop and deliver aligned programs that focus on community outreach, engagement, participation and business networking</p>	<p>Meetings have been held between key stakeholders to plan for priority programs and initiatives. COVID-19 restrictions have delayed the implementation of some key initiatives.</p>	
	<p>Support community initiatives to increase healthy eating and promote healthy lifestyles and settings within the city</p>	<p>Council has continued its involvement and promotion of healthy eating and active living initiatives through the South East Food and Nutrition Network, Healthy Sports Club program and South East Health Prevention Leadership Group. A social media campaign promoting healthy eating and mental wellbeing is planned for delivery later in the year.</p>	
	<p>Support community initiatives to raise awareness of the increased health risks related to climate change particularly in vulnerable individuals</p>	<p>Support of community initiatives in this space, such as Council's partnership with Eniiven and Jesuit Social Services continues to better understand and support vulnerable individuals who may be at greater risk of health impacts in a warming climate. In addition the Vulnerability Assessment being conducted in partnership with SECCCA will inform the community's vulnerability to heat waves in Greater Dandenong.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Increase meaningful engagement and facilitate collaboration and partnerships to enhance the health, wellbeing and resilience of the Greater Dandenong community</p>	<p>Support engagement, transparency and accessibility of Council's grant programs</p>	<p>Council's grant programs have been promoted through multiple online mechanisms in a COVID-safe manner. Programs are accessible, with results transparently presented on Council's website. Projects have been reported against with good practice examples identified for promotion in future quarters to increase transparency of and community engagement with the program.</p>	
	<p>Support the establishment and transition of South East Leisure in the management of Council's major aquatic and recreation facilities</p>	<p>Weekly meetings with SEL are occurring. Assistance has been provided and a Transition Plan has been developed. The SEL Establishment Plan has been provided.</p>	
	<p>Support the implementation of the Greater Dandenong Social Prescribing Network Pilot initiatives through regular network meeting attendance and linkage with other Council service programs</p>	<p>Regular Network Committee meetings continue with Council's Community Care Department and Community Advocacy unit represented. Council has been able to provide some reallocated funding towards part employment of a Project Support Officer (under Springvale Neighbourhood House as the lead coordination agency) to support the implementation of this project. Collateral material has been created and printed for network partners and multiple referrals have been made for the service. Evaluation tools have been created and review periods established.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Increase space activation and social inclusiveness to reduce crime and anti-social behaviour in the public realm	Implement Council's Community Safety Plan 2015-22	Public space activation events have been delayed due to COVID-19 lockdowns. Online meetings have been held amongst Council units, service agencies, the Department of Families, Fairness and Housing (DFFH), Department of Justice and Community Safety (DJCS), Victoria Police, traders and community members to determine when and what events and activations can be held to increase perceptions of safety, stakeholder and neighbourhood connections in the Hemmings Street Precinct, Springvale Hub outdoors area, and central Dandenong.	
	Manage and maintain Council's CCTV Safe City program	Council's Public Space CCTV system and program are being maintained in accordance with all policies, procedures and agreements. Council has begun engaging with an external party for the review of the existing agreement and will look at formalising this contract in the future.	
Provide support for older residents by building healthy, respectful and inclusive communities and removing barriers to participation	Promote physical and social activity in local streets including the roll out of a new Street Parties Framework	The rollout of this framework is anticipated in 2022. An application has been submitted for grant funding to further promote this through Play Australia.	
	Actively support and encourage older residents to understand the importance of maintaining social connections, assist senior's clubs and groups to recommence club activities together and increase the range and number of social activities provided by Council	Due to the extended lockdown this activity required modification and efforts were shifted to encouraging older people to connect digitally, through library programs or phone chat groups. As restrictions ease groups will be supported to restart. Plans are underway for a broader range of social activities in Q2 to assist people to reconnect with the community.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA




4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Provide support for older residents by building healthy, respectful and inclusive communities and removing barriers to participation	Participate in consultations with the Commonwealth Government and the Aged Care sector regarding the design of the new Home Care Program that is being developed in response to the Royal Commission into Aged Care Quality and Safety to ensure that the needs of Greater Dandenong older residents are considered	Council has participated in surveys and consultations with Commonwealth representatives through the MAV. The MAV represents Victorian Local Government on the National Home Care Working Party and Council has provided advice to the MAV representative to present at the Working Party.	
	Undertake a review into the impacts of the new Home Care Program Model once announced on both the community and Council's role as a service provider for Council's consideration	Council is still awaiting further information as to the final service model being proposed by the Commonwealth Government for the new combined Home Care Model which is due to commence July 2023.	
Provide welcoming and active community precincts that enable residents and visitors to connect, participate and celebrate	Undertake the Future Directions for Community Transport project	Some consultation and research has commenced with plans to launch additional bus runs, day trips and support for seniors groups as restrictions ease.	
	Commence the detailed design of the Dandenong Community Hub	The current concept plan and community consultation project for the Dandenong Community Hub is yet to be finalised. This is expected to occur in early 2022. Once that has occurred the detailed design process will commence and the due date for completion of this will now be the end of 2022.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA







4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Provide welcoming and active community precincts that enable residents and visitors to connect, participate and celebrate</p>	<p>Finalise the concept design of the Dandenong Community Hub</p>	<p>Detailed planning for the development of a Dandenong Community Hub commenced with Notice of Motion No 89 - Progressing planning for a Dandenong Community Hub and was endorsed at the Council Meeting on Monday 14 September 2020. Phase 1 (May and June 2021) instigated a community consultation of the business case and site location and sought community feedback and included workshops and Councillor engagement. At the Council Meeting on Monday 13 September 2021 (Minute 262) Council endorsed the preferred site bordering Stuart Street, Clow Street and Sleeth Avenue and inclusions for the draft concept plan and business case. Phase 2 (September - October 2021) scheduled community consultation, community feedback and Councillor engagement of the draft concept designs. Presentation of the finalised Business Case and Concept Plans is currently scheduled to be presented to Council in early 2022. Detailed design is currently scheduled for 2022-23 and will involve further community consultation.</p>	
	<p>Implement the Springvale Community Hub Action Plan</p>	<p>The Action Plan is progressing within COVID-19 lockdown restrictions.</p>	
	<p>Progress the construction of the Keysborough South Community Hub</p>	<p>Design: Having made the first submission the design team are currently preparing the Round 2 submission for the Green Building Council of Australia (GBCA) review process. The progress of the Construction Tender Package is 75 per cent.</p> <p>Construction: The construction is expected to commence in July 2022.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status	
Support alliances and community initiatives to address gambling harm and promote sources of assistance	Monitor and report gambling trends, as well as hazards of gambling and sources of assistance, to Council, community agencies, residents and other Councils	Council was involved in the promotion and conduct of a Gambling Harm Awareness week activity, run by Gambler's Help concerning sports and on-line gambling.		
	Oppose electronic gambling machine applications to the Commission for Liquor and Gambling Regulation, where instructed by Council	No applications have been received, or are ongoing, in this period.		
	Support community-based initiatives to address gambling harm and inform residents about sources of assistance	Planning has begun for a project to generate information in community languages about gambling harm.		
	Support the Alliance for Gambling Reform with its advocacy campaigns and data on gambling trends	Letters, urging reduced venue opening hours and a proposal for SBS to remove gambling ads, have been prepared to support Alliance for Gambling Reform campaigns. Arrangements have been made for a presentation to Councilors by representatives of the Alliance for Gambling Reform.		
	Support children, young people and their families to build greater social and family connections including a focus on vulnerable families	Deliver programs and services that support vulnerable families, including those at risk of or experiencing family violence	Family Services have engaged 47 families and 103 children, providing a total 2834.05 contact hours of support.	
		Support parents and their children to access the Supported Playgroup program and community playgroups	200 families enrolled in the 20 supported playgroups. Due to the lockdown, staff engaged families via phone, facetime and an online platform. At the end of the term families were surveyed regarding their satisfaction. Results are not yet available.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)




Priority	Action	Comments	Status
Support children, young people and their families to build greater social and family connections including a focus on vulnerable families	Support vulnerable children to form social connections through the CALD Kindergarten Project	The Cultural and Linguistically Diverse (CALD) Kindergarten Project has supported 105 children and their families to enrol for early start kindergarten, and gain referrals to Playgroup, Maternal and Child Health and Immunisation Services.	
Support the community and work with partner agencies to address and prevent family violence	Deliver Youth United Against Family Violence initiatives in local school and community settings	The Youth United Against Family Violence Project was presented at the Youth Affairs Council of Victoria (YACVic) 'Reshape Our Future' conference in August (400 contacts), raising the profile of the project across the State. Youth and Family Services have also established a working group with the Sport and Recreation Department and are planning the rollout of workshops in local sporting clubs.	
	Document, and report on, trends relating to family violence	Summary information about a major proposal for parental leave for men, data concerning gender equity by religion and birthplace, and a range of information on sexual and reproductive health, was prepared and distributed to Council partners and relevant community agencies.	
	Inform the community about the nature and impacts of family violence and sources of assistance	Summary information about a major proposal for parental leave for men, data concerning gender equity by religion and birthplace, and a range of information on sexual and reproductive health, was prepared and distributed to Council partners and relevant community agencies. Advertisements about family violence have aired on the Urban Screens.	

 Delayed 
  Completed 
  Not Due To Start 
  On track







ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Support the community and work with partner agencies to address and prevent family violence	Support community initiatives to address and prevent family violence	<p>Arrangements have been made to support a Council funded project by Springvale Monash Legal Service relating to mothers and family violence.</p> <p>Two information sessions were provided to business units re conducting Gender Impact Assessments. Further discussions were had with staff involved in relevant projects or policy development with an information brochure prepared to assist. Gender workplace planning was supported with a summary of key issues, consultations with staff and analysis of the results of the consultations, a gender audit, staff survey and secondary research.</p> <p>Council participated in the planning of a tool to support prevention of violence against women initiatives among Councils.</p>	
Support the mental and physical health of children, young people and their families through preventative health initiatives and responsive interventions	Analyse the State Government response to the recommendations of the Royal Commission into Victoria's Mental Health System	<p>Two responses in relation to the mental health notice of motion have been submitted through information bulletins to Councilors this quarter, including a potential advocacy piece for further funding to be followed up in February 2022.</p> <p>Youth and Family services have engaged community members by sharing mental health messages and support services through social media totaling 13,895 contacts.</p>	
	Commence the delivery of health promotion modules of the VicHealth Local Government Partnership, to improve mental health, increase healthy eating and physical activity among children and young people	<p>The delivery of the health promotion modules for the VicHealth Local Government Partnership Program is well on track, with several programs and projects underway. In some cases COVID-19 restrictions have affected the chosen delivery method and local schools have supported alternative models.</p>	





  
 Delayed    Completed    Not Due To Start    On track

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Support the mental and physical health of children, young people and their families through preventative health initiatives and responsive interventions	Continue the delivery of the Sleep and Settling Initiative expanding to all funded age groups	Groups have expanded to include two of the funded age groups. The other groups will commence in the new year once additional staff are employed within this program.	
	Deliver preventative health activities to Aboriginal and Torres Strait Islander families through the New Directions project	The Indigenous Australians' Health Program - New Directions Project team continue to deliver preventative health activities to Aboriginal and Torres Strait Islander families through the New Directions project. The Carrum Carrum to Corhanwarrabul 'Once As It Was' Map has now been completed.	
	Expand the Maternal and Child Health program to meet identified gaps in mental health, family violence and outreach	An Outreach MCH Nurse has commenced within the Enhanced Program. Despite advertising a Mental Health Nurse and Family Violence Practitioner role recruitment was unsuccessful. This position will be readvertised in the Q2.	
	Monitor and report on the percentage of children fully vaccinated according to their age, through to five years old, according to the national immunisation register	The Australian Immunisation Register reports on the percentage of children fully vaccinated according to their age by LGA. Greater Dandenong's percentages for the three age cohorts reported through to five years of age are: (12<15 months) 92.45% fully vaccinated for age (24<27 months) 94.31% fully vaccinated for age (60<63 months) 93.39% fully vaccinated for age Note: calculated on 30 June 2021 and processed on 31 September 2021.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

4.1.1 Q1 Quarterly Performance Report (Cont.)



Priority	Action	Comments	Status
Support the mental and physical health of children, young people and their families through preventative health initiatives and responsive interventions	Support the mental health of young people and families through providing flexible and responsive interventions and raising awareness of available supports	<p>Youth and Family Services have implemented a range of strategies and interventions online and through telehealth to promote the mental health of young people and families including:</p> <ul style="list-style-type: none"> <li>- Greater Dandenong Youth Network meeting, exploring the theme of 'technology and social media' and its impacts on young people and families</li> <li>- Youth Services staff provided individual support to young people via phone check-ins</li> <li>- The Counselling and Support team engaged 22 young people.</li> </ul> <p>Total contacts = 320</p> <p>Furthermore, 22 posts promoting mental health messaging and support services have been shared on Youth Services' social media pages this quarter, reaching a total of 13,895 contacts.</p>	
Work with key partners to increase and support community access to affordable, healthy and culturally appropriate food, especially for vulnerable groups	Complete the Community Gardens Policy	The Community Gardens on Council Owned Public Open Space Policy and the Community Gardens on Council Owned Public Open Space Guidelines were adopted by Council at the 13 September 2021 Council meeting.	
	Work with the State Government and the Material Aid Consortium through the COVID-19 response	Material Aid Consortium agencies have continued to provide services through provision of food boxes, vouchers and hot meals to approximately 500 vulnerable community members per week. Agencies have continued to adapt service models under COVID-19 requirements.	

 Delayed  
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  Not Due To Start  
  On track

ORDINARY COUNCIL MEETING - AGENDA


4.1.1 Q1 Quarterly Performance Report (Cont.)

*Strategic Objective 2: A city that respects and celebrates diversity, our history and the arts*

Priority	Action	Comments	Status
<p>Advance the process of reconciliation to embed reconciliation across policy, business and community structures</p>	<p>Implement Council's Reconciliation Action Plan (RAP)</p>	<p>Council's RAP is at final endorsement stage with Reconciliation Australia after consultation with newly determined Traditional Owners, the Bunurong Land Council (BLC), Formal Council Acknowledgement Statements were endorsed to reflect BLC as the Traditional Owners of the lands encompassed by the City of Greater Dandenong and monthly relationship/consultation meetings have been organised. BLC were consulted re the development of the Arts, Culture and Heritage four year Strategic Plan. The Arts Creek Trail Project has commenced in partnership with BLC and Wurundjeri Land Council. Deakin University was engaged to provide project evaluation "Listen to Country, Listen to Community". A Feasibility study re a community gathering space report has been finalised and further recommendations are to occur via the Living Links project pertaining to the Police Paddocks.</p>	
	<p>Provide support to Early Years Services to develop their own RAP</p>	<p>Four early years services and one primary school with Reconciliation Action Plans have been registered with the Narragunnawali Platform. Children's Services continues to deliver support to early years services and primary schools to connect to Aboriginal and Torres Strait Islander early years service providers, the Narragunnawali Platform and the Gathering Places to support the development of Reconciliation Action Plans.</p>	

■ Completed  
 ■ Not Due To Start  
 ■ On track




4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Advocate for and assist People Seeking Asylum and Refugees living in the community</p>	<p>As Chair of the Local Government Mayoral Taskforce Supporting People Seeking Asylum advocate for the rights of people seeking asylum</p>	<p>The Local Government Mayoral Taskforce Supporting People Seeking Asylum welcomed Casey Council as the tenth member of the Executive with Kingston Council joining the Taskforce is now a 36 member strong coalition of Councils banding together to advocate for people seeking asylum.                      Recently the Executive endorsed Phase 4 of the Back Your Neighbour campaign, which will focus on federal government advocacy in the lead up to the next election. Phase 4 will advocate for a pathway to permanency for people seeking asylum who have remained on temporary visas for many years. It will also advocate for universal access to services for people seeking asylum, ensuring they have access to Centrelink supports, Medicare and other services.                      The Taskforce agreed to put forward an EOI to engage the expertise of a media consultancy agency to provide specialised campaign management and strategic guidance to Phase 4 Back Your Neighbour. Council Officers finalised the EOI and it was advertised on Thursday 28 October.                      The Multicultural and People Seeking Asylum Advisory Committee is now focusing their efforts to assist in running a local event for the Afghan community and newly arrived Afghans.</p>	

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


ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Deliver a range of festivals, events and programs across the city which celebrate the diversity of cultures within our community</p>	<p>Deliver exhibitions, performance events, and associated programs which celebrate the diversity of cultures within our community</p>	<p>In person delivery was impacted by COVID-19 lockdowns. The Past Present and Future exhibition was rescheduled for November (Walker Street Gallery) - including online workshops with school students in lieu of in-person attendance. Two artists were commissioned to develop work for the HOME 2022 exhibition.</p>	
	<p>Deliver preventative health activities during NAIDOC and Reconciliation week activities</p>	<p>NAIDOC and Reconciliation week activities have been delayed due to COVID-19 lockdowns, however planning is underway for future preventative health activities to be delivered. The Indigenous Australians' Health Program - New Directions Project will continue to participate in local and internal working groups to support future events.</p>	
	<p>Deliver the annual Children's Forum</p>	<p>The Annual Children's Forum will be delivered online this year due to COVID-19 restrictions. The forum has been postponed until 18 November 2021 as restrictions ease. Cross - Council planning is well underway with Arts and Culture, Transport, Festival and Events, Libraries, Strategic Design and Sustainability, and Place Making to deliver activities at the forum.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On track


4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Deliver a range of festivals, events and programs across the city which celebrate the diversity of cultures within our community</p>	<p>Deliver the following major events (subject to COVID-19 permissions):</p> <ul style="list-style-type: none"> <li>- Spirit of SnowFest</li> <li>- Children's Festival and Little Day Out</li> <li>- New Year's Eve</li> <li>- Keysborough Big Picnic</li> </ul> <p>Support community led festivals and events which celebrate the diversity of cultures within our community</p>	<p>The Festivals and Events team was able to deliver a portion of the Spirit of Snow Fest before being impacted by the recent COVID-19 lockdown. The remainder of the program will be delivered in December.</p> <p>The Children's Festival and Little Day Out (rebranded as the Little Night In) were both successfully delivered online, with an audience satisfaction rate of 90 per cent, up from 75 per cent the previous year.</p> <p>Due to the impact of COVID-19, only one event was able to be facilitated in the first quarter, the Oromo Vigil in Harmony Square.</p> <p>The team has liaised with organisers as they prepared then postponed their events or went online, including Afghan Independence Day, Fiji Day Festival and Gambling Harm Prevention Week.</p>	<p></p>

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)


Priority	Action	Comments	Status
<p>Empower communities and individuals to take action to prevent and reduce racism</p>	<p>Investigate and research the barriers to reporting racism and address these challenges</p>	<p>Council partnered with Casey Council and Victoria University to explore ways to improve local support services and reporting pathways for residents who have and/or continue to experience racism or religious prejudice/discrimination. The project thus far hosted an information session introducing local service providers to the initiative and provided an opportunity for Council to further understand some of the issues which service providers are witnessing in terms of racism within the community. The research project is now preparing for two information sessions to be undertaken in November, where community members, predominantly from a CALD background, will be invited to discuss racism and how to overcome the barriers to reporting it.</p>	

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



ORDINARY COUNCIL MEETING - AGENDA



4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Promote a socially cohesive, respectful and harmonious community</p>	<p>Deliver initiatives which support young people and families to feel safe and included in the community</p>	<p>Youth and Family Services have delivered a range of online activities this quarter to support young people and families to feel safe and included, such as:</p> <ul style="list-style-type: none"> <li>- Change Makers, an anti-racism program supporting young people to plan and deliver projects that combat discrimination</li> <li>- Disability Inclusion Project, delivered for VCAL students in a local secondary school</li> <li>- Winter Holiday Program, featuring a range of free activities for young people to connect with peers</li> <li>- Inclusive Practice Workshop, teaching young people in out-of-home care strategies to be inclusive of, and support, the LGBTIQ+ community contacts</li> <li>- Spring Holiday Program, providing a valuable point of social connection for young people during lockdown.</li> </ul> <p>Total of 267 contacts.</p> <p>In addition, Youth Services shared a number of social media posts to promote safety and inclusion including:</p> <ul style="list-style-type: none"> <li>- Wear it Purple Day (692 contacts)</li> <li>- Online safety tips (26,635 contacts)</li> </ul>	

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

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Promote a socially cohesive, respectful and harmonious community</p>	<p>Promote social cohesion and harmony through significant days of celebration and advocacy</p>	<p>The Multicultural and People Seeking Asylum Advisory Committee is currently investigating appropriate options with other Council departments to host an event for the Afghan community. The event would be for those having lived in the community for many years and for new arrivals. This event would provide an opportunity to promote cohesion and harmony to different ethnic groups with the Afghan community and also the wider community.</p>	
<p>Promote respect and equality of opportunity among people of all genders</p>	<p>Inform the community about gender equity issues and sources of assistance</p> <p>Support community initiatives to advance gender equality, and report on related trends</p>	<p>Summary information about a major proposal for parental leave for men, data concerning gender equity by religion and birthplace, and a range of information on sexual and reproductive health, has been prepared and distributed to Council partners and relevant community agencies.</p> <p>Arrangements have been made to support a Council funded project by Springvale Monash Legal Service relating to mothers and family violence.</p> <p>Council has also participated in planning for a tool to support prevention of violence against women initiatives among councils.</p>	

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


ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Promote visibility and better social outcomes for LGBTQIA+ communities through the promotion of equal rights and opportunities	Promote visibility of LGBTQIA+ communities through significant days of celebration and advocacy	Council celebrated Wear It Purple Day on Friday 27 August 2021, for the second year in a row. To mark the celebrations the Drum Theatre was illuminated in rainbow pride colours, and the Pride Flag was raised at Harmony Square. Internally, staff came together for an online Rainbow Network lunch, where staff were also consulted about the Gender Equity Survey. Officers are investigating options for CGD staff to participate at next year's Pride March.	
	Complete and launch the Dandenong New Art Gallery	This project is behind schedule due to construction delays. Operational planning and exhibition programming is underway.	
Provide cultural facilities and infrastructure to meet the community's needs now and into the future	Deliver on the Library Service Needs and Feasibility Study to ensure local library service requirements are met into the future	Planning for the construction of the Keysborough Community Hub Library Lounge continues. A funding application to undertake a Noble Park Library Lounge has been submitted to the Noble Park Revitalisation Board.	
	Progress the Precinct Energy Plant Creative Industries Hub development	Advocacy for this project has been undertaken to a peak arts body and the local MP.	

 Delayed 
  Completed 
  Not Due To Start 
  On track




4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Provide cultural facilities and infrastructure to meet the community's needs now and into the future</p>	<p>Undertake a feasibility study for Civic Archive capacity expansion</p>	<p>A new operating initiative to undertake this assessment will be submitted as part of the Long Term Financial Plan process. The study would provide:</p> <ul style="list-style-type: none"> <li>- An assessment of the current site/s with a focus on the current storage mechanisms and level of storage</li> <li>- Calculation of projected levels and rate of growth of Heritage Collections stored in the Civic Archive and other offsite storage locations.</li> </ul> <p>It would also:</p> <ul style="list-style-type: none"> <li>- Offer alternative approaches to assist current storage pressures</li> <li>- Provide recommendations on future storage options, including alternative appropriate sites and cost estimates, and</li> <li>- Make recommendations on appropriate environmental conditions and other good collections storage principles to protect collections.</li> </ul>	

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

ORDINARY COUNCIL MEETING - AGENDA



4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Provide local and meaningful opportunities for creative and cultural participation, learning, enjoyment and expression</p>	<p>Deliver a vibrant, inclusive and high quality performing arts offering through the Drum that is celebrated for its role in arts development and engagement with our community</p>	<p>The Drum Theatre was only operational 21 days out of 92 this quarter due to COVID-19 restrictions, with three weekends in July/August bringing an opportunity to run events for reduced audiences. During this period, 25 events took place including 11 live performances, 1 digital performance and 13 other events (rehearsals and workshops) for 1,479 people. 6 Drum-curated performances were presented, including Our Story by a local ensemble of young people who had been working on this production for almost 2 years. The Encore seniors program presented the Victorian State Ballet's The Nutcracker to the maximum capacity audience permitted. UnHOWsed, a show about and by a group of women with experiences of homelessness, could not be realised as a live performance but was presented digitally with a pre-recorded version of the performance and a live Q and A with the cast. Facilitated by Waysys CEO, Liz Thomas, this session was a powerful engagement with the community around issues of homelessness.</p>	
	<p>Deliver an accessible, inspiring and high quality visual arts offering through the Dandenong New Art exhibition and public program</p>	<p>Preparation of the exhibition and public art program is underway for the opening of DNA. The first year exhibition program is to include HOME, First Nations program along with other contemporary artworks. Delivery is delayed due to the delayed construction of the gallery.</p>	
	<p>Develop and implement the Arts and Cultural Heritage Strategy 2022-25</p>	<p>Consultants (Spark) have been engaged and community consultation is due to begin at the end of October including engagement with children as part of the Children's Festival.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Provide local and meaningful opportunities for creative and cultural participation, learning, enjoyment and expression</p>	<p>Nurture and showcase local arts, creativity and innovation</p>	<ul style="list-style-type: none"> <li>- In person opportunities have been impacted by lockdowns.</li> <li>- Development of QuickArts digital tutorials is underway.</li> <li>- Preparation of a revised Walker Street Gallery program for 2022 is underway to include local artist exhibition opportunities and a community engaged portrait project.</li> </ul>	
<p>Record, protect, and promote community understanding of local history and heritage</p>	<p>Record, protect, and promote local heritage including support of the historical societies and related groups</p>	<ul style="list-style-type: none"> <li>- Exhibition and program development includes Reading and Writing, Arithmetic: Early Education in the City of Greater Dandenong.</li> <li>- Weekly Flashback Friday posts, promoting online engagement with the Graham Southern Collection were prepared, now in conjunction with a volunteer program.</li> <li>- A funding application of \$15k was successful for a Public Records Office of Victoria Grant for "We built this City: a collaborative interpretation project"</li> <li>- A Cultural Heritage Advisory Committee meeting was held on 19 August 2021.</li> <li>- There were 2,709 page views to the Ehive digital archive from 1 July - 30 September 2021.</li> <li>- Civic and Cultural Heritage Collection and Acquisitions and Deaccession Working Group Terms of Reference and work group formation planning has progressed.</li> </ul>	

 Delayed 
  Completed 
  Not Due To Start 
  On track

**4.1.1 Q1 Quarterly Performance Report (Cont.)**





Priority	Action	Comments	Status
Support community health and wellbeing through providing opportunities to connect and access programs and resources through welcoming library spaces, online and outreach services	Develop and implement the Library Services Strategy 2022-25	Planning has commenced with consultants Spark Strategy appointed. Community and other stakeholder engagement will get underway in the next quarter.	

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

ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

*Strategic Objective 3: A city of accessible, vibrant centres and neighbourhoods*





Priority	Action	Comments	Status
<p>Advocate for affordable quality housing and legislated change in the operation of rooming houses</p> <p>Create safe, inclusive and well-designed public spaces which encourage community participation</p>	<p>Advocate to the State Government to create a Local Government Task Force to address inconsistencies in the standards</p>	<p>Discussions with the local MP and advocacy to Consumer Affairs Victoria has been actioned.</p>	
	<p>Activate public spaces through public art initiatives; delivering, facilitating, maintaining and promoting public art in the city</p>	<ul style="list-style-type: none"> <li>- Preparation of a public art audit and engagement of a contractor are underway.</li> <li>- Investigation of maintenance requests and accession processes is underway and maintenance works of select pieces is in progress.</li> </ul>	
	<p>Construct Stage 1 of the Vanity Lane pedestrian link in central Dandenong</p>	<ul style="list-style-type: none"> <li>- Contract documentation, detailing all aspects of the project is 90 per cent complete.</li> <li>- Tendering of the construction contract is expected in early 2022.</li> <li>- A series of three interpretive signs celebrating the sites history have been developed in consultation with stakeholders and are ready for fabrication/</li> <li>- Demolition of the existing building has been delayed.</li> </ul>	
	<p>Create safer public spaces through applying Crime Prevention Through Environmental Design (CPTED) principles such as prompt removal of graffiti and litter, the use of targeted CCTV, and public lighting</p>	<p>Two Crime Prevention Through Environmental Design (CPTED) Audits were undertaken in an area of Clarendon Drive, Keysborough South, and Boyd Lane and Pioneer Park in central Dandenong. Council is now scoping the potential to trial models of small-scale independent CCTV cameras with traders in central Dandenong and the Hemmings Street Precinct, and solar powered movement-activated lighting on a pathway to the rear of Clarendon Drive.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On track




ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Deliver improved amenity and a range of quality streetscapes and public places that build pride, respond to and respect the unique qualities of the activity centres and meet current and future needs	Continue renewal of quality streetscapes such as Douglas Street, Noble Park and Railway Parade, Noble Park	The Douglas Street works are nearing completion and the Railway Parade project is being planned.	
	Implement and monitor the 10 Year Infrastructure Plan for Activity Centres	Review of the Activity Centre's ten year capital improvement plan has been updated and project bids identified for the next financial year.	
Encourage investment and infrastructure improvements through a collaborative approach to creating, enhancing and managing great people focused places	Improve information and communications relating to parking in accordance with Council's Activity Centre Parking Precinct Action Plan	Website updates are being drafted. Broader communication has been delayed due to the lack of opportunity to update Councillors and COVID-19 lockdowns.	
	Facilitate the DV/Capital Alliance investment project in the Revitalising Central Dandenong Foster Street precinct	Development Victoria/Capital Alliance are progressing the master plan for the Foster Street precinct.	

 Delayed 
  Completed 
  Not Due To Start 
  On track






4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Encourage investment and infrastructure improvements through a collaborative approach to creating, enhancing and managing great people focused places</p>	<p>Work in partnership with the State Government to facilitate the Noble Park Revitalisation project</p>	<p>The following project proposals have been endorsed (some are awaiting final Ministerial approval) and engagement with a range of internal and external stakeholders has been undertaken to ensure timely funding application submissions and presentations to the Noble Park Revitalisation Board have been made:</p> <ul style="list-style-type: none"> <li>- Pedestrian Counters x 5 locations</li> <li>- Leonard Avenue and Buckley Street Concepts</li> <li>- Library Lounge Feasibility Study</li> <li>- Noble Park Community Centre Business Plan</li> <li>- Noble Park Community Centre Upgrades</li> <li>- Greater Dandenong Chamber of Commerce - Consultation with Traders</li> <li>- Tree Planting Plan (up to 50 trees)</li> <li>- Interpretive Signage Program x 3</li> <li>- Seasonal Display Crates x 5</li> <li>- Transformed - Temporary Public Art x 3</li> <li>- Soccer Clinics</li> <li>- Youth Festival 2022</li> <li>- Yoga in the Park</li> <li>- Skateboarding Masterclass</li> <li>- All Abilities Playground</li> <li>- Douglas Street Streetscape Upgrade</li> <li>- Frank Street Open Space Redevelopment</li> <li>- Ian Street Redevelopment</li> </ul>	

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

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Ensure an appropriate mix of housing, industrial and commercial development across the city	Commence the Environmentally Sustainable Design 2.0 Planning Scheme Amendment	Commencement of a Planning Scheme Amendment to introduce the Environmentally Sustainable Design 2.0 into the Greater Dandenong Planning Scheme will commence once the Environmentally Sustainable Design 2.0 is completed which is anticipated to be in late 2021.	
	Complete the Noble Park Activity Centre Structure Plan Planning Scheme Amendment	Council resolved on 24 May 2021 to seek authorisation from the Minister for Planning to exhibit the Noble Park Activity Centre Structure Plan Planning Scheme Amendment. Officers finalised the drafting of the amendment and provided DELWP with a draft copy of the documentation for comment prior to lodging a formal request for authorisation. Ministerial authorisation is expected in the second quarter with the public exhibition component of the planning scheme amendment process to be commenced after the December/January period in early 2022.	
Improve access to quality infrastructure and spaces that enhance community participation, encourage visitors and deliver positive health outcomes for current and future generations	Complete the Mills Reserve Precinct Plan and commence implementation in partnership with key stakeholders	Stage 1 of the precinct plan is complete. Stage 2, the development of the master plan, is underway and on track.	
	Complete the stage 1 redevelopment of the Noble Park Aquatic Centre in accordance with the Greater Dandenong Aquatic Strategy	Construction is progressing in accordance with the project plan, with the exception of a few unexpected delays including the COVID-19 lockdown period.	
	Continue to plan and 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 feasibility review and business case is progressing in accordance with the project plan, in collaboration with Sport and Recreation Victoria and the Melbourne City Football Club.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA



4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Improve access to quality infrastructure and spaces that enhance community participation, encourage visitors and deliver positive health outcomes for current and future generations	Continue to plan for the development of a new table tennis centre in Greater Dandenong in partnership with key stakeholders	An Issues and Opportunities Paper is complete. Community consultation is complete and stakeholder engagement is ongoing.	
	Deliver the Springvale Boulevard construction for Stage 1	Works are now underway on site after an extended period of planning and preparing.	
	Design and deliver the new aquatic and wellbeing centre in Dandenong in partnership with key stakeholders and in accordance with the Greater Dandenong Aquatic Strategy	This project is progressing as planned. The project is currently in the schematic design phase that is expected to be completed by early 2022 along with Cost plan B. The next round of community consultation focusing on the key elements of the design is planned to commence at the end of 2021 and feedback to Council planned in early 2022. The project scope has changed since project inception, now including a new integrated hockey pavilion and new carpark to accommodate the new Aquatic and Wellbeing facility. Construction is on track to commence in early 2023.	
Increase access and availability of social housing stock in the city by activation of Council and community assets for delivery of social housing, and advocating for increased State and Federal Government provision	Advocate for greater social and affordable housing through membership with the Regional Local Government Homelessness and Social Housing Charter group of Councils	Council in partnership with a local philanthropist and WAYSS will support the construction of 3-5 units for women and families affected by family violence. Council approval has been provided to purchase land and investigations continue re locating a suitable block. Council participation in the regional Charter group of Councils continues with discussions focused on better social housing outcomes facilitated through the Victorian Government's Big Housing Build.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA


4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Increase access and availability of social housing stock in the city by activation of Council and community assets for delivery of social housing, and advocating for increased State and Federal Government provision</p>	<p>Provide assistance to housing associations seeking to develop social or affordable housing projects that support vulnerable CGD residents</p>	<p>Council in partnership with a local philanthropist and WAYSS will support the construction of 3-5 units for women and families affected by family violence. Council approval has been provided to purchase land and investigations continue re locating a suitable block. Discussions with local social housing associations re social housing initiatives have taken place and enquiries made with Homes Victoria re finance options available.</p>	
<p>Promote and strengthen Greater Dandenong as a tourist and food destination</p>	<p>Implement the Dandenong Visitor Attraction Plan</p>	<p>Recognising the current environment (lockdowns), Council has been promoting businesses to the local community through social media platforms. The Great Bites - Open for Business campaign to market hospitality businesses continued through CGD's website. Flags have been identified to be installed along Lonsdale Street to promote Greater Dandenong as a place to eat, shop, see and do.</p>	

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




ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Promote and strengthen Greater Dandenong as a tourist and food destination</p>	<p>Implement the Greater Dandenong Regional Food Strategy</p>	<p>Actions undertaken include:</p> <ul style="list-style-type: none"> <li>- Continued connection of businesses through four webinars delivered across industry on various relevant topics. Also connected with Federation University to collaborate on the discussions about gaps between skilled graduates and the manufacturing industry.</li> <li>- A social media campaign was conducted with Gourmet Traveller to entice the target audience to experience the flavours of the world, without using their passports. Quarterly advertising was placed in the Mornington Peninsula magazine on the Food and Cultural Tours.</li> <li>- Outdoor dining is well under way, with a waiting list of cafes and restaurants keen to participate.</li> </ul>	

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






4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Promote and strengthen Greater Dandenong as a tourist and food destination	Implement the Tourism Strategy and updated Action Plan 2020-24	Actions include: - A presentation was made to Visit Victoria on what Greater Dandenong has to offer - this was the first time an LGA presented to Visit Victoria's team. - Two webinars were provided to assist tourism operators, survive and manage the impacts of COVID-19. - Outdoor dining has seen successful take up by cafes and restaurants, with a waiting list of other eateries keen to become involved. - The Great Bites electronic version has been updated. - Recognising the current environment Council supported tourism operators by sponsoring CGD events and giving away family tickets to tourism venues, as well as family tickets to Council Food and Cultural Tours.	
Provide an accessible transport network which caters increasingly for growth and provides a range of options	Advocate for a major upgrade to Dandenong Station	The State Government has funded an investigation to improve accessibility and safety at Dandenong station.	
	Advocate for and deliver improved active transport networks	The Hammond Rd SUP upgrade is under construction as part of the Active Transport Infrastructure Program. Applications have been submitted to TAC for infrastructure and analysis funding under the TAC Local Government Infrastructure Grants program.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Provide an accessible transport network which caters increasingly for growth and provides a range of options	Advocate for new and enhanced public transport services	The Eastern Transport Coalition is finalising an advocacy document for bus improvements across the eastern region. Council officers are working with the Department of Transport to assist them with the installation of new bus stops in Keysborough for the new 816 bus route.	
	Advocate for Victorian State's priority arterial projects including the Dandenong Bypass Extension, Cranbourne - Dandenong Shared User Path, Glasscocks Road duplication and Dandenong South East-West Link and Bangholme Road Bridge	Council Officers continue to advocate for the high priority road network projects at various forums. Refinement of advocacy documentation for the Dandenong Bypass Extension and Glasscocks Road duplication projects has been undertaken to facilitate their inclusion within GSEM City Deal discussions. Details around the major Trail projects (Djerring and Cranbourne - Dandenong) have been shared and discussed with the local MPs office for support in upcoming Victorian Budget discussions.	
	Expand the use of streets for uses other than through-movement	Lockdown has delayed the uptake of these initiatives. An application through Play Australia for Street Parties has been submitted and some streets are being considered for temporary closure during quiet periods as part of Outdoor Economy Grant opportunities.	
	Finalise a Multi Modal Transport Infrastructure Plan for the Activity Centres and NEIC	Draft reports and content have largely been prepared in previous years. The outstanding item remains Department of Transport confirmation of Movement and Place classifications that are critical to the documents.	
	Implement the Active Transport Infrastructure Priority program improving pedestrian and cycling infrastructure	The Hammond Rd SUP is currently being constructed between Dalgety St and Kirkham Rd.	

 Delayed 
  Completed 
  Not Due To Start 
  On track









4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Provide an accessible transport network which caters increasingly for growth and provides a range of options	Improve access to, from, and within major Activity Centres, including the extension of the Djerring Trail to the Dandenong Activity Centre	Multi-modal plans for Dandenong, Springvale and Noble Park have been drafted. Council has overseen the designs for Springvale Rd and Virginia St signalisation which includes provisions for bus priority and new pedestrian crossings.	
	Maintain performance in management of heavy vehicle permits and freight networks	Heavy vehicle applications were managed via the NHVR portal. A total of 251 applications were processed this quarter.	
Provide quality community infrastructure to support the delivery of early years services to children and their families	Roll-out a high priority local road program within Dandenong South, including the Dandenong South Industrial Area Extension Structure Plan's Transport Network, and Abbots Road widening and associated infrastructure	Final preparations and service approvals for Stage 1 of the Abbots Rd widening (between Remington Dr and National Dr) were resolved. Early construction works are expected to commence in November. Detailed designs for the Remington Dr/Pound Rd connection were prepared by Major Road Projects Victoria, with input from Council Officers. Final designs are to be confirmed in early November.	
	Review the Municipal Early Years Infrastructure Plan	A regular meeting occurs with the Department of Education to plan and ensure adequate infrastructure is in place for the continued roll out of three year old Kindergarten. New infrastructure is planned to meet this demand at Keysborough Primary School opening in 2022 and Rosewood Downs Primary School opening in 2023.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Reduce the occurrence of casualty accidents on roads throughout Greater Dandenong	Advocate for enforcement and deliver infrastructure and education to reduce the number of fatalities on local roads	Consistent anti-social driving issues in known areas are reported and advocated to Victoria Police for law enforcement.  For road infrastructure projects, three blackspot projects are currently being delivered. Additionally, Blackspot applications are being prepared to the Department of Transport for potential funding.	
	Advocate for safety improvements on and across arterial roads	Advocacy campaigns are ongoing on a number of arterial road issues (Stud Road, Jacksons Road, Kirkham Road). Ongoing participation in regular meetings with the Department of Transport is occurring. Design of Springvale Road/Virginia Street signals has been handed over to the Department of Transport for delivery.	
	Develop a child restraint safety checking activity	This activity has not been scoped to start yet.	
	Develop a new Road Safety Strategy	Some early scoping has been undertaken, however the bulk of the work is anticipated to occur in 2022.	
	Promote road safety success stories and road safety awareness to manage perceived road safety risks	A road safety article advising of the new road rule for passing cyclists on roads was published in the July edition of the Greater Dandenong Council News.	
	Provide ongoing funds for road safety treatments to address priority locations, where the greatest road safety risks are identified	Council is in the process of undertaking designs for projects funded via the 2021-22 Federal Blackspot program. Applications are being developed for submission under the 2022-23 Federal Blackspot program.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

4.1.1 Q1 Quarterly Performance Report (Cont.)




*Strategic Objective 4: A green city committed to a sustainable future*

Priority	Action	Comments	Status
Actively support community action to mitigate greenhouse gas emissions and build environmental resilience	Develop the Greater Dandenong Climate Change Community Engagement and Mobilisation Plan	Development of the Climate Change Community Engagement and Mobilisation Plan has commenced, with RMIT Master of Communications students recently completing an engagement framework that will further inform the Plan.	
	Work with partners and key stakeholders to support increased community awareness of climate change risks and their ability to respond	Work continues on this action through projects such as the SECCCA community climate action project, asset vulnerability assessments, hotspots program in partnership with Enliven and Jesuit Social Services, and engagement and training internally with Council's in-home support team.	
Become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate	Implement the Climate Emergency Strategy and climate emergency declaration	Implementation of the Climate Emergency Strategy and Action Plan continues. The priority tasks for implementation in 2021-22 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.	
	Implement the Sustainability Strategy	The Sustainability Strategy continues to be implemented progressively. Specific to Q1 was the development of a training program in partnership with Melbourne Water to upskill Council's Statutory Planners in stormwater management in order to minimise the impact of runoff throughout the municipality.	

 Delayed 
  Completed 
  Not Due To Start 
  On Track



ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate	Implement the Sustainable Buildings Policy for new buildings Undertake the Forever Fest (Sustainability Festival)	The Sustainable Buildings Policy is actively being used to inform the design of new buildings. Planning for the 2022 Forever Fest (Sustainability Festival) has commenced, with the festival scheduled to occur in April 2022.	
Improve knowledge and promote participation in protecting biodiversity values within Greater Dandenong and protect and enhance the ecological value of the land	Finalise development of and implement the Biodiversity Action Plan	A completed draft of the Biodiversity Action Plan and Ecological Knowledge review were presented to Council. The community was consulted during August and September and staff are currently reviewing and consolidating the community feedback. There has been a slight delay in finalising the development of the Biodiversity Action Plan due to vacant positions across the Parks team.	
In partnership with State Government agencies, continue to protect the health of our community from industrial uses impacting our air and water quality	Advocate to the EPA to undertake regular air and water quality assessments to protect the health of our community	Preliminary discussions have been held between Planning Compliance Officers and the EPA waste response team. The next steps are to write formally to the EPA on behalf of Council, requesting their assistance.	

 Delayed 
  Completed 
  Not Due To Start 
  On Track


4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>In partnership with State Government agencies, continue to protect the health of our community from industrial uses impacting our air and water quality</p>	<p>Audit the industrial and commercial areas with a focus on hazardous materials and waste storage identification and elimination</p>	<p>In February 2021 Planning Compliance initiated a proactive audit of industrial and commercial areas focusing on unregistered vehicle parking, planning permit non-compliance and unsightly land. Regular patrols were conducted targeting specific industrial areas to which Council receive complaints. In conjunction with Local Laws a number of businesses were identified to be in breach of Planning Scheme and Local Law requirements. The proactive audit was completed in August.</p> <p>In partnership with DEWLP, City of Casey and the City of Kingston CGD has employed two High Risk Waste Site Officers (Planning &amp; Building Compliance) to identify sites within the municipality which pose a risk to our community. A number of businesses have been identified as non-compliant. Currently the officers are proactive in nature visiting high profile hazardous and waste storage sites. These visits have identified a number of planning and building breaches, which in one case, has escalated to legal action. In turn there have been several referrals to planning for amendments, infringement/warning notices issued and knowledge shared with our business partners such as EPA, Worksafe, FRV and VicPoi.</p>	
<p>Increase the quantity and quality of diverse and accessible open spaces across the city</p>	<p>Complete the Open Space Contributions Plan</p>	<p>A report recommending adoption and implementation of the draft Open Space Contributions Plan is on the Council Agenda for 25 October 2021.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On Track

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Increase the quantity and quality of diverse and accessible open spaces across the city</p>	<p>Continue development and implementation of improvements to open space reserves such as Ross Reserve, Frederick Wachter Reserve, Greaves Reserve and the program of park projects in the adopted budget</p> <p>Implement the Open Space Strategy</p>	<p>Pre-planning, concept designs and request for quotations are well underway for all of the open space projects. On ground works for a number of the projects is expected to commence in the second reporting period at which time further updates and information will be provided.</p> <ul style="list-style-type: none"> <li>- Ross Reserve all abilities playground opened in September.</li> <li>- Rowley Allan Reserve Concept Plan was adopted by Council on 27 September 2021.</li> <li>- Community consultation has occurred on two local playgrounds - JB Sheen Reserve and Sandra Reserve.</li> <li>- The contracts for new public toilets in Westwood Boulevard Reserve, Norine Cox Reserve and Pencil Park which will be of significant benefit to the community have been awarded for construction.</li> <li>- The planning and design for a range of open space projects, including playgrounds, improvements to sports and recreational facilities, landscape improvements and tree planting plans has commenced with consultation and implementation occurring in Q2/Q3.</li> <li>- The design has been completed for the grant funded project at Alan Corrigan Reserve.</li> </ul>	

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

ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Promote a healthy, green and resilient urban forest that is well managed, protected and provides benefits to the community	Implement year four of the Greening Our City: Urban Tree Strategy 2018-28	Year four of the Urban Tree Strategy is underway, with the 2021 tree planting program almost complete. Tree inspections are occurring as per the cyclic program. Due to COVID-19 restrictions community tree planting days have been cancelled, and instead planting has been undertaken by redeployed Council staff and contractors.	
Raise community awareness about the importance of tree canopy cover on private land	Finalise and adopt the Urban Forest Strategy and commence implementation of the Action Plan	The Urban Forest Strategy 2021-28 was adopted by Council at its meeting on 27 September 2021. Council officers will now proceed towards commencing the implementation of the Action Plan.	
Work in partnership with the state government to minimise waste and maximise resource recovery	In partnership with the Metropolitan Waste Resource and Recovery Group participate in the procurement for advanced waste processing services and recycling receiptal and sort services	The next phase of the procurement has commenced with a working group developing a tender specification for final tenders to be called, scheduled for December.	
Work with key partners to increase the community's awareness of and preparation for the social, environmental and health impacts of climate change	Develop and deliver an annual waste education program inclusive of litter prevention	The 2021-22 program has been developed and introduced from 1 July 2021. COVID-19 restrictions have limited the program's full implementation including the cancellation of Council's community events and school classroom programs. Instead online education programs are being delivered, along with a higher level of attention to website and media communication and engagement initiatives	

 Delayed 
  Completed 
  Not Due To Start 
  On track

4.1.1 Q1 Quarterly Performance Report (Cont.)

*Strategic Objective 5: A city that supports entrepreneurship, quality education and employment outcomes*



Priority	Action	Comments	Status
Continue to advocate for and pursue the policy and implementation of decentralisation for government and corporate offices to attract white collar workers to Dandenong and the GSEM region to provide for economic growth	Develop a campaign to encourage private sector businesses and government agencies to relocate to central Dandenong	A project brief has been issued for an "Innovative Investment Attraction" study to facilitate increased investment.	
	In partnership with GSEM pursue policy changes at both State and Federal Government levels to locate government tenants in the Greater South East Melbourne region	GSEM advocacy aligned with this initiative is progressing.	
Contribute to the development of a more resilient and capable workforce through a continued focus on collaborative partnerships, work readiness and promoting local jobs for local people	Facilitate Playgroup Training Vocational Pathways for local community members	Nine new community playgroup volunteer leaders have completed Playgroup Leader Training on Play at Playgroup and re-opening. Planning is underway for next term on 'How to engage and support families at playgroup'.	
	In partnership with Chisholm TAFE host traineeships for local job seekers studying in Aged and Community Care	Trainees have been assessed as competent for Home Care and continue a hybrid approach completing the required units of study.	
	Support community initiatives that improve job readiness for community members at risk of poverty	Multiple referrals have been made by Council's CASI officer to Jobs Victoria to advocate for tailored support to client's needs. Regular discussions continue with the Coordinator Community Revitalisation re opportunities within their programs for further collaboration around job support initiatives. Collaboration with Chisholm Skills and Jobs Centre re distribution of their job readiness program support material and active job vacancy listings has occurred. Planning for Anti-poverty Consultation (scheduled for Nov-Dec) has taken place.	

 Delayed 
  Completed 
  Not Due To Start 
  On Track



ORDINARY COUNCIL MEETING - AGENDA




4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Contribute to the development of a more resilient and capable workforce through a continued focus on collaborative partnerships, work readiness and promoting local jobs for local people</p>	<p>Through a collaborative co-design process, deliver an action plan to guide the next phase of the Community Revitalisation project and strengthen pathways to economic participation</p>	<p>As a prelude to the planned co-design phase of Community Revitalisation #2, Council has participated in a Community of Practice workshop in Wyndham to meet the project consultant partners (with the State Government) and scope the parameters of the initial phase. This unique opportunity provided to the five CR sites across the state, is an intensive strategic activity designed to create a community-owned agenda for change to the employment system over this four-year funded period and beyond. Foundation work has begun with Collaboration for Impact and this phase is scheduled for completion by 31 December 2021.</p>	
<p>Deliver activities that support and strengthen the personal and professional development of women in business</p>	<p>Deliver key events that showcase women in business including International Women's Day</p>	<p>The SEBN Showcasing Women in Business (August) event was held on 'Speaking Words of Wisdom' - Dr Louise Mahler'. This was a well-attended online event supported by marketing across multiple channels including socials, newsletters and website. Planning is underway for the next Showcasing Women in Business on 18 November featuring Clare Bowditch. The Communications Masterclass with Debra Lawrence was also well attended and offered to the broader network.</p>	

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

ORDINARY COUNCIL MEETING - AGENDA



4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Deliver activities that support and strengthen the personal and professional development of women in business</p>	<p>Facilitate the SEBN Women in Business group network</p>	<p>A new SEBN WIB program was developed and launched this quarter incorporating regular network group meetings (including Masterclass) and a Showcasing event. Feedback on this new program, which incorporates branding and marketing/promotional materials has been very positive. It is structured around four key themes, each identified as being an area of growth and/or opportunity for local women: Time to Share (Connection)   In the Loop (Communication)   Go for Gold (Confidence) and Out of the Box. (Courage/Creativity/Entrepreneurship)</p>	
<p>Deliver key events which provide an opportunity for business and education providers to support vulnerable and disadvantaged members of the community</p>	<p>Facilitate and deliver the fundraising event "Take a Swing for Charity Golf Day" with industry partners  Host the "This is IT Schools" program</p>	<p>Planning is underway for the 2022 CGD-Industry golf day to be held on Wednesday 23 February 2022.</p> <p>CGD/SEBN is a founding partner with SELLEN and local business in 'This is IT Schools' - designed to 'equalise education through the repurposing of laptops'. The project aims to donate 1,000 re-purposed laptops to secondary school students who don't own a computer in Greater Dandenong, Casey and Cardinia. Since its launch in 2020, approximately 250 laptops have been donated to local schools and other charitable education organisations. The project has been impacted considerably by COVID-19 which has limited the availability of laptops as well as creating a significant increase in demand. A minimum of a further 30 laptops are anticipated to be donated this year, through committed donations or external funding.</p>	  

 Delayed 
  Completed 
  Not Due To Start 
  On track



ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Deliver key events which provide an opportunity for business and education providers to support vulnerable and disadvantaged members of the community</p>	<p>In partnership with SELLEN host the key education industry "Lunch with the Winners"</p>	<p>Lunch with the Winners was again a successful event delivered in a virtual environment. The lower than anticipated attendance by students and teachers (70+) once again was due to general fatigue in screen-based activities in our sixth lockdown period. The calibre of speakers captured the interest and imagination of those who did attend. The keynote presentations were well received and reflected a range of future opportunities offered within the space/aerospace industries, trades and entrepreneurship. Of equal interest to the young people attending were the many and varied pathways to achieving career goals demonstrated by the young speakers. This is a partnership event between SEBN and SELLEN.</p>	
<p>Deliver networks and activities that enhance the capability and competitiveness of the manufacturing sector locally and globally</p>	<p>Deliver a range of networks, common interest groups and targeted activities that have relevance and impact for local manufacturers</p>	<p>A key focus has been on addressing issues related to the ongoing impact of COVID-19 on manufacturers and their employees. In particular, allowing participants to share their experiences, emotions and 'fears' relating to both themselves and their people in the areas of mental wellbeing, vaccination issues and best practice in the prevention of COVID-19 cases in their workplace. Other issues addressed this quarter included leadership lessons (Young Leaders); Leadership Masters (FoM) and Lean, Real Time Data and other 'best practice' processes (Manufacturing Excellence).</p>	




 Delayed 
  Completed 
  Not Due To Start 
  On track

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Deliver networks and activities that enhance the capability and competitiveness of the manufacturing sector locally and globally	Develop activities and events that offer exposure to local and international opportunities and new thinking on global issues and trends including COVID-19	Focus this quarter has been on local and global supply streams which is severely impacting manufacturing here and across the globe; managing a COVID-19 workforce and developing activities to address the opportunity space in a carbon constrained world. Raising awareness on the new 'alliance' between Australia, India and Japan (and potential opportunities) was a focus at the Dr Keith Suter event.	
Facilitate the active participation of young people in the community to enhance leadership and personal development opportunities	Deliver leadership and skill development programs for young people	Youth and Family Services facilitated a range of online programs during this quarter to build young people's leadership capacity and enhance community participation, including the: <ul style="list-style-type: none"> <li>- Young Leaders program</li> <li>- FreeZA events committee</li> <li>- Change Makers, anti-racism program</li> <li>- COVID-safe Behaviours Project, supporting a team of young content creators to develop four social media posts this quarter</li> <li>- Kick Start, transitions program for vulnerable Year 7-8 students</li> <li>- On The Money, financial literacy workshops for secondary students</li> <li>- Noble Park Youth Committee</li> <li>- Future Healthy Consultation, providing young people with the opportunity to inform VicHealth's new 'Future Healthy' project.</li> </ul> Total contacts = 670	


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

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Promote and support the strong manufacturing presence within the city to secure the economy and maintain future employment opportunities	Maintain support, collaboration and board participation of SEMMA	Staff attended Board and Executive meetings; a special Skills Meeting with DJPR and provided support for their Welding Project, advocacy and other reciprocal collaborative opportunities.	
	Support and encourage sharing of successes and best practice, delivering key events to the manufacturing sector, including the Christmas Industry Breakfast	Articles and stories on manufacturing successes and achievements including business expansion and new products were provided for Talking Business. A key manufacturing event with Dr Keith Suter, AM was delivered and planning is underway for a Christmas Industry breakfast on 9 December.	
Support engagement in learning, skill development and employment pathways to improve social, economic and environmental outcomes	Deliver initiatives which provide opportunities for young people to gain skills and experience that enhance their employment	<p>Youth and Family Services reoriented services and have delivered a number of initiatives this quarter to assist young people in developing employability skills and experience, including the:</p> <ul style="list-style-type: none"> <li>- Employment Bootcamp, a new initiative to build young people's employability and job search skills. 24 young people participated in the two online workshops.</li> <li>- FReeZA events committee (9 sessions, 112 contacts)</li> <li>- IMPACT Volunteering program, providing young people with a 'hands on' immersive volunteering experience in a local retail setting (2 sessions, 31 contacts).</li> </ul> <p>In addition, a number of social media posts were shared on Youth Services Facebook and Instagram pages this quarter, promoting a range of employment tips and highlighting the benefits of volunteering (12 posts, 3,240 contacts)</p>	



 Delayed 
  Completed 
  Not Due To Start 
  On track

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Support engagement in learning, skill development and employment pathways to improve social, economic and environmental outcomes	<p>Deliver welcoming library services and increase engagement opportunities to enhance learning, reading and literacy, digital and technology skills at all life stages</p> <p>Drive the ongoing implementation of the Local Economic and Employment Development Strategy</p>	<p>The library has maintained partnerships with business, education and employment service providers. The language and literacy service has delivered ongoing employment and education support services and referral pathways in an online/phone capacity during COVID-19. The ATO and Consumer Affairs partnership continued with online presentations on Businesses Preparing for Tax Time in July 2021 and Consumer Affairs and Business delivered in September 2021.</p> <p>An updated LEED Strategy is awaiting final approval prior to publication. Greater Dandenong Business group continued to implement workplans and assist the business community. The focus was on helping businesses survive and/or manage the impacts of COVID-19.</p>	

 Delayed
  Completed
  Not Due To Start
  On track




4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Support engagement in learning, skill development and employment pathways to improve social, economic and environmental outcomes</p>	<p>Manage and chair the Greater Dandenong Regional Employment Taskforce and associated projects</p>	<p>Due to member priorities, the Taskforce formally met on one occasion this quarter, with individual matters being canvassed via email. During this time, considerable work was taking place with new governance arrangements, particularly in relation to project approvals. The Taskforce also hosted the announcement of further funding and additional, more strategic deliverables with the CR program, which is overseen by the Taskforce. SEBN's 'Making our Future' project to promote manufacturing as a career of choice to young people and their influencers has been designed and launched into the public domain on the front page of the September edition of Talking Business. A comprehensive marketing plan is in development which will underpin promotion across the LGA and beyond.</p>	
	<p>Manage and implement the Community Revitalisation and One Per Cent projects to develop the capability and capacity of jobseekers in our community facing multiple complex barriers to employment</p>	<p>Council played the critical role of brokerage in providing digital technology during lockdown enabling jobseekers to study and continue job-seeking, which would not have otherwise been possible. Jobseekers were supported to participate in the Ikea Refugee Internship program. Scoping and co-designing an employment pathway program was undertaken to support African jobseekers to obtain sustainable employment. A user-friendly employment resource was developed on the SEBN website, building a 'one-stop shop' for jobseekers, students and employers. The valuable work of our CEAV program has now been scaled across the state with the addition of Job Advocates and Careers Counsellors - all seeded from the evidence-base built from CGD's CR program.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)




Priority	Action	Comments	Status
Support engagement in learning, skill development and employment pathways to improve social, economic and environmental outcomes	Support local creative industry development	Specific engagement has been planned for creative industries as part of the Arts and Cultural Heritage Strategy to better understand the creative sector needs.	
	Through library services facilitate and champion activities and partnerships that support the community to participate in work, entrepreneurship, education, training, social and civic life	Business, digital literacy, learning help for adults, Citizenship, Conversation buddies, DandEreaders, Coffee Club and ABS Census sessions were delivered online. COVID-19 restrictions applied to all in-house program delivery. All partnerships were maintained during this restricted period.	
Work with partners to facilitate engaged local business and industry taking action to increase resilience and transition to a net zero carbon economy	Continue to build on the Greater Dandenong Business Local Economic and Employment Development Strategy programs to help encourage and promote the benefits to businesses across CGD in taking action to prepare for the impacts of climate change and moves towards Net Zero Carbon operations	CGD's successful Sustainability Festival was strongly supported.  Communications were shared around new EPA laws with 17,000 businesses on the database. Laws came into effect on 1 July, changing the way Victorian businesses manage their environmental impact.  In Talking Business, good news stories and case studies of businesses that are taking action and preparing for the impacts of climate change and moving towards Net Zero Carbon operations were shared. The top business environmental initiatives in our industrial areas were also shared with readers. This data was sourced from the recent CGD business audit of the industrial areas.  The relationship with the ASPIRE platform was strengthened to broaden its reach beyond manufacturers and encourage a Circular Economy.	

 Delayed 
  Completed 
  Not Due To Start 
  On Track



ORDINARY COUNCIL MEETING - AGENDA





4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
<p>Work with partners to facilitate engaged local business and industry taking action to increase resilience and transition to a net zero carbon economy</p>	<p>Facilitate and promote the Aspire platform to engage business through SEBN networks and other sustainability activities</p>	<p>The ASPIRE platform was promoted in network forums and SEBN newsletters and connected manufacturers to the ASPIRE team. The ASPIRE team was offered advice to ensure their platform is suitable for all businesses. In conjunction with the EDU, negotiations began with ASPIRE for additional resources and plans for a shared approach to the platform in the future.</p>	
	<p>Strengthen capability and increase awareness of new technologies and opportunities around waste and energy</p>	<p>The opportunity for a strategy specialist to visit companies to diagnose waste streams and potential for reduction and re-use as a strategic input to company operations was offered to local businesses. This offer was made early August but was delayed due to lockdown. In partnership with SEMMA, SEBN is also facilitating a Waste Focused network group; however the next phase requires group site meetings which have been placed on hold until restrictions ease. As specific needs arise out of the network sessions, targeted interventions will be developed.</p>	
	<p>Support local business efforts to respond to their climate change risks by informing them of relevant State and Federal Government policies and programs</p>	<p>Information was regularly shared with 17,000 businesses on EDU's database, via monthly newsletter, quarterly Talking Business magazine, as well as by sharing information with the Greater Dandenong Chamber of Commerce, SEMMA and when engaging directly with individual or groups of businesses.</p>	

 Delayed 
  Completed 
  Not Due To Start 
  On track

4.1.1 Q1 Quarterly Performance Report (Cont.)




*Strategic Objective 6: A Council that demonstrates leadership and a commitment to investing in the community*

Priority	Action	Comments	Status
Advocate to the state government for the recovery of COVID relief costs	Continue to work with agencies on COVID-19 response and recovery efforts	A partnership with Monash Health has been developed re pop-up vaccinations in Palm Plaza. Council is participating in the south east area of operations chaired by the Department of Health. The purpose of these meetings is to strategically respond to COVID-19. Council is working with the Department of Families, Fairness and Housing on the management of local COVID-19 outbreak sites and is currently reviewing agencies and providers within the municipality for future partner opportunities.	
Attract investment and build partnerships with key stakeholders to ensure the sustainability, viability and growth of Greater Dandenong and its major activity centres to provide jobs, housing and liveability outcomes	Develop an investment Attraction prospectus, with a particular emphasis on our Activity Centres	A draft project brief has been completed in consultation with the place making team. The next stage of the initiative will be informed by the Innovative Investment Attraction report.	
Deliver Council's capital works program	Complete key capital works across the city	Approximately half of the program is complete, under construction or committed which is a good indicator for progress on completion of the whole program.	
Develop long term plans to effectively manage Council's assets	Develop a ten year asset plan	A draft Strategy is underway and initial conclusions have been presented to the AMS Steering Committee. An Asset plan will be presented to Council and the community with the annual budget papers.	

 Delayed 
  Completed 
  Not Due To Start 
  On track







ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Educate local businesses on their public health responsibilities including COVID safe practices	Seek State Government funding to assist with educating businesses and community groups on COVIDSafe practices	Greater Dandenong in partnership with Local Government Victoria (LGV) have employed three COVID-19 Safety Officers. There have been 68 direct engagements with community groups and articles published in newsletters including Community Council on Ethnic Issues (CCOEI) Newsletter and Enliven. A presentation was delivered to Enliven where the team educated the participants on COVID-safe practices. The next project is to develop a video "COVID Support Officers: Business and Community Group Engagement".	
	Upon successful receipt of funding, implement a program to provide COVIDSafe education across all businesses within Greater Dandenong	Council has successfully employed three Business COVID Support Project officers. By the end of the quarter 768 businesses had been directly engaged. The team has observed only 46 per cent of businesses were COVID-safe compliant on the first visit, that increased to 81 per cent on the second visit and 99 per cent compliant on the third. Unfortunately, the funding is only until 30 November and it is well known this resource is required until early 2022.	
Encourage an organisational culture of innovation and leadership	Complete a Workforce Management Plan and other workforce requirements under the Local Government Act 2020	Consultations with all Directorates and report scoping is underway.	

 Delayed 
  Completed 
  Not Due To Start 
  On track




4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Ensure all Council's Emergency Management responsibilities and obligations are implemented as described in the Municipal Emergency Management Plan (MEMP)	Coordinate and conduct four Municipal Emergency Management Planning Committee (MEMPC) meetings with key stakeholders and agencies	The next MEMPC meeting is scheduled for 23 November.	
	Implement, monitor and review progress on mitigation strategies to risks identified via the Community Emergency Risk Assessment (CERA) - Heat/health, Floods and Storms, and Pandemic	Council is currently coordinating a summer heatwave plan consistent with the southern metropolitan regional plan.	
Ensure compliance with the Local Government Act 2020, Councillor and Staff Codes of Conduct, Council policies and all legislation relevant to Council	Comply with the auditing requirements of the Gender Equality Act 2020	A Gender audit was completed by 1 June 2021 and a mandated reporting spreadsheet for this audit was completed.	
	Continue to embed consideration of climate change into Council's policies and decision making processes	Council officers continue to provide feedback and support within the framework of the Council Plan to embed consideration of the climate emergency in all decision-making processes. This includes development of a framework for addressing key areas of climate resilience when submitting CIP bids, and ongoing manager oversight of the implementation of the Climate Emergency Strategy 2020-30 under the auspice of the internal Climate Emergency Implementation Group.	
	Develop an organisation-wide Conflict of Interest framework and policy	Development of this policy has commenced but has been delayed subject to resourcing.	
	Update the Legislative Compliance program across the organisation	This action has not commenced and is subject to resourcing and prioritising requirements.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA






4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Ensure Council decisions contribute towards building a smarter, more digitally enabled future for our community and organisation	Develop and deliver a communications program to enhance the digital literacy of staff, the community and stakeholders	Delivery of a communications program to enhance digital literacy has commenced, with the following actions from the IT and Digital Strategy Action Plan undertaken this quarter: * Digital Platform Standards - developed and adopted * Digital Development Road Map - now in development, ongoing * Digital Literacy Uplift Program communications plan - completed and the roll out has commenced.	
	Strengthen Council's digital governance through a continuous improvement program to ensure digital solutions meet the business needs of Council	Work has begun to implement single sign on for residents to improve their user experience and increase their security when accessing Council systems. A Digital Platforms Standard has been developed to ensure that all systems moving forward are sustainable and suitable not only for Council staff but also for residents.	
Increase the use of smarter technologies to improve the efficiency and effectiveness of managing Council assets and resources to ensure they meet the community's current and future needs	Increase awareness of, availability and capability around modern and smart technologies	Council Officers have been utilising the parking sensor data from within central Dandenong to monitor parking occupancy and identify locations where parking restrictions/time limits may be altered to better suit demand. Works are underway to expand the parking sensor coverage to the Springvale central activity area, with installation expected to occur early in the new year.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA




4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Maintain a safe and healthy workplace through a people centred, systematic approach to risk management	Implement a people-centred approach to how safety is managed across the organization	Work is continuing on the PHIRES project within Community Care aimed at taking a holistic and systems approach to reducing manual handling injuries in this staff cohort. This is a great example of a people centred approach to safety at work. Work is continuing on implementing a people centred approach to all safety processes and procedures. This is a long term and cultural project.	
Manage Council's resources effectively and efficiently to ensure financial sustainability	Continue to integrate recognition of climate change into Council's financial and budget process	A new Self-Assessment Climate Change Tool has been developed for the Capital Improvement Project bid process within Council. This tool requires all bids to outline how the project addresses sustainability and contributes to net zero carbon emissions along with its alignment with the 10 themes of Council's Sustainability Strategy.	
	Increase Council's awareness and understanding of a changing climate's impacts on its assets, operations and finances	This action will commence in 2022.	
	Review Council's Long Term Financial Plan	Council's 10 year Long Term Financial Plan satisfied the requirements of the <i>Local Government Act 2020</i> and was adopted by Council at its meeting on 25 October 2021.	
	Strengthen governance capacity of Council grant and funding partners	Agencies supported by Council in multi-year grant funding have participated in Good Governance training. The development of a good governance framework for Council venues managed by non-profits is under development with creation of a Council working group.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

ORDINARY COUNCIL MEETING - AGENDA

4.1.1 Q1 Quarterly Performance Report (Cont.)

Priority	Action	Comments	Status
Provide meaningful engagement opportunities which capture the voices of all ages, genders and cultures within the city	Encourage the voice of children through the facilitation of the Children's Advisory Group in planning and policy development	The Children's Advisory group have met virtually each month. The focus has been planning for the Annual Children's Forum. They have also provided feedback on several projects including the draft concept designs for the Dandenong Community Hub, the new development of Dandenong Oasis, the Communities for Children consultation and Children and young people leading healthier communities consultation.	
	Investigate opportunities for an ongoing community panel representative of the diversity of our city	Research will commence in Q2 including liaison with other Councils who have successfully implemented ongoing community panels.	
	Review the Community Engagement Framework	The Community Engagement Framework is being reviewed in line with the <i>Local Government Act 2020</i> and feedback from recent community consultations which were undertaken to develop the new Council Plan 2021-25.	

 Delayed 
  Completed 
  Not Due To Start 
  On track

#### **4.1.2 Procurement Policy**

File Id:

Responsible Officer:

Manager People, Culture and Innovation

Attachments:

Procurement Policy

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### **1. Report Summary**

Council policies are in place to ensure accordance with relevant legislation, regulations, and best practices. They provide a consistent approach to Council's operational requirements and promote accountability and transparency of Council decisions and actions. This Procurement Policy is a collaborative work of the Councils in the South East Metro Regional Procurement Excellence Network (SEMRPEN) and in consultation with numerous Victorian Councils to ensure all requirements and expectations of the Local Government Act 2020 are appropriately considered and addressed.

Council previously adopted its Procurement Policy in November 2019 and the Policy now requires review. The revised Policy is now submitted to Council for readoption.

### **2. Recommendation Summary**

This report recommends that the Procurement Policy be readopted as per Attachment 1.



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#### 4.1.2 Procurement Policy (Cont.)

### 3. Background

Essentially, policies developed by Council are aimed at ensuring good governance and decision-making processes, as well as the effective and efficient management of community resources and the day-to-day business of Council. They help govern how Council operates and provide a clear set of principles that provide a definite direction for Council.

Each policy is developed in order to address specific matters and objectives as outlined in the Council Plan 2021-25 or as required by legislation. Policies promote consistency across the organisation and enable the community to be familiar with the principles behind administrative and council decisions.

Existing council policies are subject to an ongoing review process to ensure they remain up-to-date and comply with current legislation. Policies should be reviewed and updated if legislation requires it; or when Council's functions, structure or activities change; or when technological advances or new systems are implemented.

Council policies should be read in conjunction with any related legislation, relevant internal policies, codes of practice or guidelines. A Council policy is automatically revoked upon readoption of the latest version of that policy.

Policies that are superseded or superfluous to Council's needs require formal abolition by Council.

### 4. Proposal

It is proposed that the Procurement Policy be readopted by Council noting that the revised policy is a collaborative effort ensuring consistent procurement practices across the South East Region. Some of the key changes include:

- Changes to the Procurement thresholds in Appendix 1.
- Guidance on undertaking collaborative procurement.
- The inclusion of Key Performance Indicators for enhanced reporting and benchmarking of procurement activities.
- The inclusion of an in-kind section to provide more options for sporting clubs and other community organisations to undertake works.
- Significant strengthening of the guidance on Conflict of Interest.

### 5. Community Plan 'Imagine 2040' and Council Plan 2021-25 – 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 2040, the result was the Greater Dandenong Community Vision 2040. This report is consistent with the following community vision and its accompanying principles:

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#### 4.1.2 Procurement Policy (Cont.)

### Community Vision 2040

- *Education, training, entrepreneurship and employment opportunities*
- *Sustainable environment*

### 6. Council Plan 2021-25

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:

- A city that supports entrepreneurship, quality education and employment outcomes
- A Council that demonstrates leadership and a commitment to investing in the community

### 7. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the Charter of Human Rights and Responsibilities Act 2006 and, as such, are all responsible to act in accordance with the Victorian Charter of Human Rights and Responsibilities 2006 (the Charter).

**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 Financial Implications**

### 8. The Gender Equality Act 2020

Council's Diversity, Access and Equity Policy and the Gender Equality Act 2020 have been considered in the preparation of the policy. While it is predominantly administrative in its nature and does not have the potential to influence broader social norms and gender roles, the policy contains considerations for all gender groups.

### 9. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

### 10. Financial Implications

No financial resources are impacted by this report.

#### **4.1.2 Procurement Policy (Cont.)**

### **11. Consultation**

Prior to reporting to Council, the Procurement Policy was reviewed and evaluated by the:

- Procurement Steering Committee
- Audit Advisory Committee

### **12. Conclusions**

A review of the Procurement Policy was conducted and is now presented to Council for readoption. The principal objective of the review was to ensure that the policy is current with legislative requirements and remained relevant and up to date.

### **13. Recommendation**

**That the Procurement Policy be readopted as per Attachment 1.**

**4.1.2 Procurement Policy (Cont.)**

**POLICY AND STRATEGY**

**PROCUREMENT POLICY**

**ATTACHMENT 1**

**PROCUREMENT POLICY 2021-2025 - DRAFT**

**PAGES 22(including cover)**

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

**4.1.2 Procurement Policy (Cont.)**

**Procurement Policy 2021-2025**  
**South East Regional Group of Councils**  
 A collaboration between Bayside City Council, Cardinia Shire Council, Frankston City Council, Glen Eira City Council, Greater Dandenong City Council, Mornington Peninsula Shire Council and Stonnington City Council.

Policy Endorsement:	Council		
Policy Superseded by this Policy:			
Directorate:	CEO/Corporate		
Responsible Officer:	Manager People, Culture and Innovation		
Policy Type:	Legislated - <i>Local Government Act 2020</i>		
File Number:		Version No:	001
1 <sup>st</sup> Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:	Every 4 years	Next Review:	June 2025

**4.1.2 Procurement Policy (Cont.)**

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## 4.1.2 Procurement Policy (Cont.)

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#### 4.1.2 Procurement Policy (Cont.)

*Council recognises procurement is more than a transaction. It can help affect real change. Council is a major buyer within the City and across Melbourne's SE region. As such, it has a social responsibility to ensure its procurement adds to community wealth building and economic development. Namely, that it assists drive down inequality and increase the quality of living for our community.*

##### 1. Definitions and Abbreviations

<b>Best Practice</b>	As defined in the <i>Local Government Best Practice Procurement Guidelines</i> or any other document specified by Council.
<b>Collaborative Procurement Arrangement</b>	A contract established by the Council, government or a nominated agent, such as Municipal Association of Victoria (MAV), Procurement Australasia (PA), South East Regional Group of Councils (SERGC) or local government entity, for the benefit of numerous state, federal and/or local government entities that achieves best value by leveraging combined economies of scale.
<b>Commercial in Confidence</b>	Information that, if released, may prejudice the business dealings or commercial interests of Council or another party, e.g. prices, discounts, rebates, profits, methodologies and process information, etc.
<b>Contract Management</b>	The process that ensures all parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the contract objectives and provide Value for Money.
<b>Council</b>	Greater Dandenong City Council.
<b>Emergency</b>	A sudden or unexpected event requiring immediate action including the occurrence of a natural disaster, flooding or fire event at a Council property; the unforeseen cessation of trading of a core service provider; any other situation which is liable to constitute a risk to life or property.
<b>Local Supplier</b>	A commercial business with an operational premise that is physically located within the municipal borders of the participating South East Regional Councils or performs the majority of their goods/services in this region.
<b>Material Breach</b>	Any breach of this policy that may also represent a breach of legislation such as procurement thresholds, fraud or corruption and occupational health and safety.
<b>Probity</b>	Probity is the evidence of ethical behaviour, and can be defined as complete and confirmed integrity, uprightness and honesty in a particular process. Probity is a defensible process which is able to withstand internal and external scrutiny, achieves both accountability and transparency, providing respondents with fair and equitable treatment.
<b>Procurement</b>	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract. It also includes the organisational and governance frameworks that underpin the procurement function.
<b>Reasonably Practicable</b>	That which is, or was at a particular time, reasonably able to be done in relation to ensuring health and safety, taking into account and weighing up all relevant matters.
<b>South East Regional Group of Councils (SERGC)</b>	The 11 Councils comprising the SERGC being the Cities of Bayside, Boroondara, Casey, Dandenong, Frankston, Glen Eira, Kingston, Port Phillip, Stonnington and Shires of Cardinia and Mornington Peninsula.



**4.1.2 Procurement Policy (Cont.)**

<b>Total Contract Sum</b>	The potential total value of the contract including: <ul style="list-style-type: none"> <li>• costs for the full term of the contract, including any options for either party to extend the contract;</li> <li>• applicable goods and services tax (GST);</li> <li>• anticipated contingency allowances or variations; and</li> <li>• all other known, anticipated and reasonably foreseeable costs.</li> </ul>
<b>Value for Money</b>	Value for Money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including: <ul style="list-style-type: none"> <li>• Non-cost factors such as contribution to the advancement of Council’s priorities, fitness for purpose, quality, service and support; and</li> <li>• Cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.</li> </ul>

**2. Purpose**

Council purchases goods, services and works to support service delivery and the maintenance and development of infrastructure. Council is required under sections 108 and 109 of the [Local Government Act 2020](#) (the Act) to prepare, adopt and comply with its procurement policy. In accordance with the Act, this policy sets out the key principles, processes and procedures applied to all purchases of goods, services and works by Council.

This policy has been developed collaboratively by the South East Regional Group of Councils (SERGC) with a view to facilitating effective collaborative procurement processes consistent with the Act. This policy also incorporates content that is specific to the named Council and may differ slightly from that of the other SERGC councils and is intended to apply only to procurement practices involving Greater Dandenong City Council.

**3. Applicability**

This policy applies to all contracting and procurement activities conducted at each Council and is applicable to all Councillors, Council staff and other persons undertaking procurement on Greater Dandenong City Council’s behalf.

It is recognised this will enhance achievement of each Council’s objectives such as sustainable and socially responsible procurement, supporting local economies and obtaining value for money, leading to a better result in the provision of goods, services and works for the benefit of the community.

This policy provides direction on the conduct of procurement activities throughout the sourcing, management and disposal phases. It also covers the general procurement framework but does not extend to the related accounts payable processes.

Each Council must comply with this Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.

**4. Guiding Principles**

Council’s procurement processes are based on the following principles, irrespective of the value and complexity of that procurement:

**4.1 Strategic Procurement**

Council’s procurement processes will be based on the principles of strategic procurement. Planning for an individual procurement exercise will include consideration of collaborative procurement opportunities, access to suppliers under existing contracts and analysis of alternative contract models. Guidance and procurement planning templates are available from the Contracts Unit

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## 4.1.2 Procurement Policy (Cont.)

### 4.2 Value for Money

Council will weigh the benefits of the procurement against the costs necessary for the optimum result for Council and the local community. While Council is not required to accept the lowest price, it is required to take into account several factors such as quality, cost, warranties, accessibility of the service and other factors relevant to both the overall procurement objectives and the Act.

In terms of the contracting process, value for money requires Council to apply appropriate weighting for quality and price with as much transparency as is reasonably achievable. In this context, price should take into account the whole life cost of the provision as far as is practicable.

To achieve value for money for the community, Council will look beyond upfront costs to make purchasing decisions based on the entire life cycle of goods and services or works, and take into account related costs, environmental/circular economy and social risks and benefits, and broader social and environmental implications.

Council will seek to conduct sustainable procurement through measures including, but not limited to:

- a) adopting any Federal, State or Local Government policies, targets and strategies that avoid unnecessary consumption and help to manage demand;
- b) giving consideration to the purchase of goods and infrastructure that can be reused, repaired and recycled, and that include recycled content;
- c) giving consideration to the purchase of goods, services or works that benefit local suppliers or social enterprises;
- d) minimising environmental impacts over the life of the goods and services by choosing products or services that have lower adverse impacts associated with their production, use or disposal;
- e) fostering innovation in sustainable products and services through the design and implementation of procurements;
- f) pursuit of fair and ethical sourcing practices that require suppliers to comply with socially responsible practices, including legislative obligations to employees.

Achieving value for money shall be the basis of all procurement decisions within Council.

### 4.3 Assessing the Evaluation Criteria - Value for Money

Council's procurement activities will be carried out on the basis of obtaining value for money consistent with acceptable quality, reliability and delivery considerations.

Value for money in Council procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including:

- a) non-cost factors such as contribution to the advancement of Council's priorities, fitness for purpose, quality, social and environmental impacts, service and support; and
- b) cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works

Value for money is best achieved by:

- a) developing, implementing and managing procurement strategies that support the co-ordination and streamlining of activities throughout the procurement lifecycle;
- b) aggregating purchasing whenever possible; and
- c) undertaking competitive procurement processes.

The Council may include the following evaluation criteria categories to determine whether a proposed contract provides value for money:

- Mandatory compliance criteria (e.g. ABN registration, OH&S, Fair Work Act);
- Tendered price;

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## 4.1.2 Procurement Policy (Cont.)

- Capacity and capability of the respondent to provide the goods and/or services and/or works;
- Demonstration of sustainable procurement impact; and
- Any other criteria relevant to the goods and/or services and/or works being procured.

### 5. Council Policy

#### 5.1 Procurement Structure, Processes, Procedures and Systems

Council maintains a procurement function responsible for:

- a) Maintaining the Procurement Policy and associated guidelines, processes and procedures;
- b) Maintaining appropriate purchasing, procurement and contract management systems and tools;
- c) Providing procurement-related advice and support to the organisation as required;
- d) Building organisational procurement and contract management capability (including delivery of training and provision of guidance materials);
- e) Promoting awareness of and monitoring compliance with this Policy;
- f) Ensuring legislation is followed, reporting breaches and corrective actions in a timely manner; and
- g) Collaborating with other councils and organisations to identify best practice in and achieving better value from procurement.

Councillors, Council staff and persons undertaking procurement on Council's behalf are responsible for complying with this policy.

Council will maintain a *Procurement and Contracts Guidelines* document detailing the processes, procedures and systems related to procurement.

Council will maintain details of contracts entered into.

Whenever practicable, Council must give effective and substantial preference to contracts for the purchase of goods, machinery or material manufactured or produced in Australia or New Zealand.

#### 5.2 Probity, Accountability and Transparency

All people undertaking procurement activities on Council's behalf are responsible for the actions and decisions they take in relation to procurement and for the resulting outcomes.

Therefore, the processes by which all procurement activities are conducted will be in accordance with Council's procurement policies, associated policies and procedures as set out in this policy, relevant legislation, relevant Australian Standards, commercial law and the *Local Government Act 2020*.

Where a third-party agent is engaged to procure goods, services or works on behalf of Council, they must ensure they are compliant with the relevant legislation including the Act.

##### a) Probity

Council has a responsibility to obtain value for money and this must be achieved by acting with probity. Procurement probity is a defensible process, able to withstand internal and external scrutiny, one which achieves accountability, transparency and provides tenderers with fair and equitable treatment. Probity is about ensuring the procedural integrity of the procurement process, guarding against collusion and fraud and anti-competitive conduct, and not receiving personal gain.

Council may choose to engage probity services depending on the nature, complexity, risk and value of a procurement activity. Please refer to Appendix 9 for further guidance on the engagement of probity services

##### b) Risk Management

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## 4.1.2 Procurement Policy (Cont.)

The principles of risk management are to be appropriately applied at all stages of procurement activities, which will be properly planned and carried out in a manner that will protect and enhance Council's capability to prevent, withstand and recover from personal injury, property damage, reputational loss, financial exposure and interruption to the supply of goods, services and works.

The provision of goods, services and works by a supplier or contractor potentially exposes Council to risk. Council will minimise its risk exposure through a number of processes and practices (refer to Appendix 4).

### 5.3 Procurement Methods

The standard methods for procurement will be via:

- a) purchasing card;
- b) purchase order;
- c) a quotation process (refer Appendix 1);
- d) a tender process, followed by contract; or
- e) under approved purchasing schemes (Panel contracts).

The source of funds must be identified and the procurement authorised in accordance with Council's Instrument of Financial Delegation, before any commitment to purchase is made.

More than one person will be involved in, and responsible for, each transaction with appropriate delegations obtained and documented.

Council may seek Expressions of Interest where:

- a) there are likely to be many tenderers; and/or
- b) tendering will be costly, or the procurement is complex and Council does not wish to impose the costs of preparing full tenders on all tenderers; and/or
- c) there is uncertainty as to the willingness and/or interest of vendors to offer the required procurement; and/or
- d) Council requires advice from the market regarding how best to address a particular need.

All Expressions of Interest and public tenders invited by Council will be published via Council's eTendering Portal.

Information regarding current tenders and awarded tenders will be published on Council's website.

Panel contracts include Greater Dandenong Council panel contracts, eligible State Government panel contracts including the Construction Supplier Register and approved schemes including MAV Procurement and Procurement Australasia.

For procurements where there is an existing panel contract, staff are required to:

- a) obtain the relevant number of quotes from suitable panel members, in line with this policy;
- b) raise a purchase order including the relevant information, e.g. must use VendorPanel process and register rules, or internal panels/pre-approved supplier lists.

Council will identify and actively investigate relevant collaborative procurement opportunities, where the procurement objectives are focussed on collaborative benefits, and/or shared services that align within the public tender thresholds among the SERGC.

### 5.4 Collaborative Procurement

In accordance with Section 108(c) of the Act, Council will seek to collaborate with other Councils, especially the SERGC and public bodies in the procurement of goods, services and works in order to take advantage of economies of scale.

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#### 4.1.2 Procurement Policy (Cont.)

Council staff must consider any opportunities for collaborative procurement in relation to a procurement process undertaken by Council. Any Council report that recommends entering into a procurement arrangement must set out information relating to opportunities for collaborative procurement, including:

- the nature of those opportunities, if any, and the councils or public bodies with which they are available; and
- why Council did, or did not, pursue the identified opportunities for collaboration in relation that procurement process.

When proposing to engage in a Collaborative Procurement Arrangement, Council will do so in accordance with the following process:

- a heads of agreement, agency appointment or other similar arrangement (including on a non-binding basis) will be established, which among other things, will aim to set out a lead participant to act as each participant's agent in the Collaborative Procurement Arrangement (unless alternative arrangements are set out in the heads of agreement/agency appointment); and
- each of the participants will be able to participate in the Collaborative Procurement Arrangement through a contracting model as agreed under the heads of agreement or agency appointment document, which may include a model whereby participants enter into a contract using "jump in/opt-in" contract provisions during the contract term.

Each participant of the Collaborative Procurement Arrangement must be involved in:

- the initial decision to undertake the Collaborative Procurement Arrangement;
- preparation of, and agreement to, the specifications;
- ensuring probity for the Collaborative Procurement Arrangement; and
- the acceptance of the competitive procurement process response(s) and awarding of contract(s).

Council may collaborate with other Councils to procure goods, services or works, or utilise MAV Procurement, State or Commonwealth Government and Procurement Australasia contracts for the procurement of goods, services or works established through a public tender process where it provides an advantageous, value for money outcome for the Council.

Where a procurement for services or works is 100% funded by a State or Commonwealth grant it may be exempt from collaborative procurement dependant on the nature of the grant conditions.

#### 5.5 Procurement Processes, Thresholds and Competition

Section 108 of the Act details that each Council will set the public tender threshold circumstances when tenders for contracts must be publicly invited.

Guidelines will be determined from time to time for minimum spend thresholds associated with Council's procurement activities. These will be decided by analysing the historical size and complexity of the procurement activity and of proposed procurement activities.

Council will invite tenders, proposals, quotes and expressions of interest from the supply market for goods, services, building and construction works in accordance with the thresholds listed in Appendix 1 of this policy to ensure compliance with the Act. These thresholds will only be varied with approval from within each particular Council. The thresholds must represent the estimated value of the whole term of the contract i.e. the initial term plus any options to extend the initial contract term and are to be inclusive of GST.

The options for a procurement process compliant with the public tendering requirements contained in the Act include:

- a) Council running its own publicly advertised tender process, a variety of advertising mediums may be chosen from, including national newspapers, local newspapers and web-based forums;
- b) Council participating in collaborative tender processes for similar services in conjunction with other councils, including councils in the SERGC;
- c) Council appointing an external agent to run a tender process on its behalf. Organisations such as Procurement Australasia and Municipal Association of Victoria (MAV) Procurement are active in this area;

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## 4.1.2 Procurement Policy (Cont.)

- d) Council accessing Victorian State Government contracts (e.g. State Purchase Contracts, Whole-of-Government contracts) that have been made available to Local Government and which Local Government can access without the need to comply with the requirements of Division 2 Section 108 (1) of the Act;
- e) Council accessing contracts for panels of suppliers where those panels have been put in place through a compliant tender process. For example, these panel contracts may have been put in place through a Council-run tender process, a tender process run for Council by an external agent or be a Victorian State Government panel made available to Local Government; or
- f) seeking an exemption as outlined in section 108 3 (d) of the Act (refer to section 5.10 of this policy).

### 5.6 Procurement Principles

Council will apply the following fundamental best practice principles to procurement, irrespective of the value and complexity of that procurement:

- value for money;
- sustainability (social, economic and environmental);
- open and fair competition;
- accountability;
- risk management; and
- probity and transparency.

### 5.7 Tender Evaluation and Negotiation

Late tenders will not be accepted.

The tender selection criteria and weighting for each criterion will be documented prior to the requesting of tenders.

An appropriately qualified and briefed evaluation panel will be established to evaluate each tender submission against the tender selection criteria.

External representatives may be part of, or an advisor to, the panel to ensure appropriate skills, experience and/or probity.

The evaluation process must be robust, transparent and unbiased. Each panel member will be required to formally declare any conflicts of interest (in line with Greater Dandenong's City Council's Conflict of Interest Policy), prior to commencing their evaluations.

A Tender Evaluation and Probity Plan must be developed for all high value and/or high-risk procurements.

Contract negotiations can be conducted to obtain the best outcome for Council, providing negotiations remain within the intent and scope of the tender.

Council may conduct a shortlisting process. Shortlisted tenderers may be invited by the Council to submit a best and final offer

The results of the tender evaluation and demonstration of the robustness of the process must be documented in a tender evaluation report approved by the relevant delegate.

The tender evaluation process should take into consideration the whole-of-life cost of the goods/services/works.

### 5.8 Corporate Social Responsibility (Sustainable and Ethical Procurement)

Council will support sustainability through its purchasing activity and prioritise purchases that minimise waste generation and maximise energy efficiency, water conservation and reductions in greenhouse gas emissions.

Value for money purchasing decisions made by Council are made based on whole-of-life cost and non-price factors including contribution to Council's sustainability objectives.

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## 4.1.2 Procurement Policy (Cont.)

Council prefers to purchase sustainable, recycled and environmentally preferred products whenever they achieve the same function and value for money outcomes. Council may spend up to ten percent more for products that provide environmentally sustainable benefits.

Council will support products and new industries which provide sustainable and social benefits.

Council will monitor and report on Council procurement activities and programs that have an impact on or contribute to the wellbeing and sustainability of the environment.

### 5.9 Economic, Environmental and Social Objectives

Council will seek to advance economic, environmental and social objectives to benefit the community directly by purchasing from for-social benefit entities and indirectly by including social clauses in its contracts with private sector providers and screening supply chains for ethical considerations.

Council may apply a preference of up to 10% in the evaluation of proposals that:

- a) are from social enterprises or include social enterprises in their supply chain; and/or
- b) are from Indigenous suppliers or include Indigenous suppliers in their supply chain.

Council will also give regard to the following elements when making procurement decisions:

1. **Economic Sustainability** - Council supports local businesses and economic diversity by encouraging purchases that:
  - are made from local suppliers and small to medium enterprises;
  - generate local employment; and
  - consider the cost vs. life cycle/durability of purchases.
2. **Environmental Sustainability/Circular Economy** - Council seeks to make procurement decisions that reduce natural resource and biodiversity depletion by promoting:
  - green purchasing (i.e. making purchases that use materials made of recycled content, are energy efficient and greenhouse friendly, are from a social enterprise or are second hand/refurbished);
  - reduced greenhouse gas emissions;
  - reduced waste to landfill and the increase of the amount of waste recycled;
  - reduced water consumption and the improvement of water management;
  - improved environmental management in Council's supply chain;
  - the selection of products/services that have minimal effect on the depletion of natural resources and biodiversity; and
  - improved adaptability to climate change.
3. **Social Sustainability** - Council seeks to address disadvantage by encouraging diversity, acceptance, fairness, compassion, inclusiveness and access for people of all abilities in its purchasing by seeking to:
  - create new jobs and opportunities for people who may be struggling to find work;
  - target cohorts that may be experiencing economic exclusion;
  - reinvigorate depressed or marginalised communities; and
  - improve equity of access to opportunities.

As part of its corporate social responsibility objectives and to achieve the objectives of Council strategies and plans, a minimum tender weighting of 15% for socially responsible procurement will be applied to all tenders. Socially responsible procurement is procurement that has the most positive environmental, social, economic impacts possible across the entire life cycle and that strives to minimise adverse impacts.

- Social procurement aspects (e.g. social enterprises, fair trade, and social responsibility)

#### 4.1.2 Procurement Policy (Cont.)

- Local economic development and employment aspects (e.g. businesses operating in the municipality, or have a presence in the municipality, employing staff from the municipality)
- Environmental and sustainability aspects (use of recycled materials, innovation to reduce wastage or use sustainable materials such as crushed concrete, disposal of waste, reduced water use, reduced carbon emissions and reduced pollution etc.)

Not all three sub-criteria will be applied to all categories equally, it will be determined at the pre-planning stage after consideration of relevant Council strategies and plans and in consultation with the Contracts Unit and approved by the relevant Director.



## 4.1.2 Procurement Policy (Cont.)

### 5.10 Exemptions and Breaches

The following circumstances are exempt from the general tender, proposal, quotation and expression of interest requirements. Use of any exemption must be endorsed in accordance with the current Instrument of Financial Delegations.

Exemption Name	Explanation, Limitations, Responsibilities and Approvals
A contract made because of genuine emergency or hardship	Where Council has resolved that the contract must be entered into because of an emergency event (e.g. to provide immediate response to a natural disaster) or where the Victorian Government has declared a State of Emergency.
A contract made with, or a purchase from a contract made by another government entity, government-owned entity or other approved third party	This general exemption allows engagements with another government entity or government owned entity. For example, Federal, State or Local Government or an entity owned by the Federal, State or Local Government.  Contracts and arrangements established by another government entity, local authority or local government group purchasing scheme, Municipal Association of Victoria (MAV) or National Procurement network members (e.g. Local Buy), Procurement Australasia (PA).
Exemption from public tendering	Where the contract is entered into in accordance with arrangements approved by the Minister and where Council must demonstrate to the Minister for Local Government that it is not a viable option to undertake a public tender.
Extension of contracts while Council is conducting a market tender	Allows Council to extend an existing contract where the procurement process to replace the contract has commenced, and where the tender process or negotiations will take or have taken longer than expected.  This exemption may be used when the establishment of an interim short-term arrangement is considered not to be in the public interest, as it may be cost prohibitive and/or present a risk in the delivery of critical public services to the municipality.
Professional services unsuitable for tendering	Legal Services. Insurance.
Novated contracts	Where the initial contract was entered into in compliance with the Act and due diligence has been undertaken in respect to the new party.
Information technology resellers and software developers	Allows Council to renew software licenses and maintenance and support, or upgrade existing systems, (where a public tender was completed for the original contract) and there is only one incumbent supplier of the software, who holds the intellectual property rights to the software.
Utility companies	When utility authorities are required to undertake work on their assets.
Regional waste management groups	Situations where a regional waste management group constituted under section 50F of the <i>Environment Protection Act 1970</i> had already conducted a public tender for and on behalf of its member councils.
Operating Leases	Where a lessor leases an asset (generally a vehicle or plant and equipment) to the Council and assumes the residual value risk of the vehicle.

#### 4.1.2 Procurement Policy (Cont.)

Exemption Name	Explanation, Limitations, Responsibilities and Approvals
Variations under contract	Where a variation occurs, the delegation is not defined by the value of the variation, but by the value of the whole contract. An officer with a sub-delegation from the Chief Executive Officer or Council may vary a contract to the limit in the Instrument of Sub-Delegation.  Approved budget must be available for all variations.
Contract over expenditure	Variation above the approved contract value is deemed a contract over expenditure. Any variation, single or cumulative, that exceeds the public tender threshold or 10% of the original contract value is subject to a council resolution. An officer with a sub-delegation from the Chief Executive Officer or Council may vary a contract to the limit to the public tender threshold or 10% of the original contract value.
Other specific Council exemptions	Defined in Appendix 4.  Specific Council exemptions will be reviewed and updated from time to time.

Spend breaches will be reported to Council's Executive Management Team on a quarterly basis as part of a Procurement Update and the Contracts Unit is to sign off on the deviations to say they meet value for money principles.

Emergency events and post-emergency procurement should meet all requirements of the Disaster Recovery Funding Arrangements. In addition, the value for money principles will still be applicable.

Where Council expenditure is funded from State or Federal Government grant monies the requirement to comply with Division 2, Section 108 of the Act remains unless there are grant conditions which provide alternative arrangements.

Should the nature of the requirement and the characteristics of the market be such that it is considered a public tender process is not possible, an exemption as outlined in Section 108(3)(d) may be sought from Council.

If a state of emergency/disaster/pandemic event is in place within Victoria, this exemption can be approved by the Chief Executive Officer.

##### 5.11 Sole or Select Sourcing

Supply of goods, services or works can be sought from one supplier (sole sourcing) or a restricted group of suppliers (select sourcing) without tenders, expressions of interest, proposals or quotes where it is consistent with this policy and either:

- a) is in the public interest; or
- b) the marketplace is restricted by statement of license or third-party ownership of an asset (including when utility authorities are required to undertake work on their assets); or
- c) Council is party to a joint arrangement where Council jointly owns the intellectual property with a third-party provider.

If there is a current procurement or disposal process in place, that process must be terminated prior to sole sourcing being implemented.

Sole or select sourcing is subject to existing financial delegations.

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## 4.1.2 Procurement Policy (Cont.)

### 6. Relevant Legislation, Policy and other Documents

Council's procurement activities shall be carried out to the professional standards in accordance with best practice and in compliance with the Act and applicable policies and procedures including Codes of Conduct for Councillors, Council staff and others.

Compliance will be monitored by Council's Contracts Unit and minor issues will be appropriately addressed by Council staff in leadership positions. Where required, serious compliance issues will be reported to the Audit and Risk Committee and Council.

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this policy.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this policy. While it is predominantly administrative in its nature and does not have the potential to influence broader social norms and gender roles, this policy contains considerations for all gender groups.

This policy complies with the overarching principles of the *Local Government Act 2020* in that:

- (a) it has been developed in accordance with the relevant law;
- (b) priority has been given to achieving the best outcomes for the municipal community, including future generations;
- (c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks has been considered and promoted;
- (d) it ensures that innovation and continuous improvement will be pursued;
- (e) collaboration has been sought and undertaken with other Councils, governments and statutory bodies;
- (f) the ongoing financial viability of Council has been considered;
- (g) it ensures that regional, state and national plans and policies are considered in tender planning and decision making; and
- (h) it ensures the transparency of Council decisions, actions and information.

This policy has clear linkages to a range of codes, charters, legislation and Council documents including:

- a) *Local Government Act 2020*;
- b) *Competition and Consumer Act 2010 (Cth)* – relevant provisions;
- c) Greater Dandenong City Council Conflict of Interest Policy
- d) Greater Dandenong City Council Procurement Procedures and Guidelines;
- e) Greater Dandenong City Council Purchasing and Accounts Payable Manuals;
- f) Greater Dandenong City Council Councillor Code of Conduct
- g) Greater Dandenong City Council Staff Code of Conduct (including Supplier Code of Conduct);
- h) Greater Dandenong City Council Contract Management Guidelines;
- i) *Working with Children Act 2005* and associated regulations;
- j) *Occupational Health and Safety Act 2004*; and
- k) Australian Standards – relevant provisions.

### 7. Monitoring Review and Audit

The Contracts Unit will monitor procurement activity on an ongoing basis with respect to annual procurement activity and compliance with key internal controls. Council is committed to continuous improvement and will review this policy in accordance with the requirements of the Act to ensure that it continues to meet its wider strategic objectives.

This policy is subject to amendment at any time if required and is to be reviewed at least once in every four (4) year Council term as required by the Act.

**Responsible officer:** Manager People, Culture And Innovation

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#### 4.1.2 Procurement Policy (Cont.)

**Department:** People and Procurement

**Approval date:** [insert]

**Approved by:** Greater Dandenong City Council

**Review date:** June 2025 (for November)

**Expiry date:** 31/12/2025

**Version number:** 1.0

#### 8. Procurement Policy Enquiries and Contact Details

For further information on the policy, please contact the individual Council Procurement Teams as detailed in the table below.

Council	Email address	Phone
Bayside City Council		
Cardinia Shire Council	<a href="mailto:procurement@cardinia.vic.gov.au">procurement@cardinia.vic.gov.au</a>	1300 787 624
Frankston City Council		
Glen Eira City Council		
Greater Dandenong City Council	<a href="mailto:procurement@cgd.vic.gov.au">procurement@cgd.vic.gov.au</a>	(03) 8571 1000
Mornington Peninsula Shire Council	<a href="mailto:procurement@mornpen.vic.gov.au">procurement@mornpen.vic.gov.au</a>	(03) 5950 1000
Stonnington City Council	<a href="mailto:procurement@stonnington.vic.gov.au">procurement@stonnington.vic.gov.au</a>	(03) 8290 1333

## 4.1.2 Procurement Policy (Cont.)

### APPENDICES

All policy requirements contained within these Appendices are only applicable to Greater Dandenong City Council.

#### APPENDIX 1. Council Procurement Thresholds

Council will invite tenders, proposals, quotes and expressions of interest from the supply market for goods, services, building and construction works in accordance with the thresholds listed below:

Procurement Threshold (incl. GST)	Procurement Methodology
<\$10,000	Obtain at least one written quotation.
\$10,001 - \$100,000	At least two written quotations are to be invited from suppliers who are considered able to meet the requirements. Where only one quotation is received from those invited, Value for Money must be demonstrated. When seeking and/or evaluating quotes, preference will be applied to local suppliers and a minimum of one local supplier must be invited, depending on availability or local suppliers.
\$100,001 - \$300,000	Obtain a Contract Number. Undertake a formal Request for Quotation process by following the process within Council's eTendering Portal. Where only one quotation is received from those invited, Value for Money must be demonstrated. When seeking and/or evaluating quotes, preference will be applied to local suppliers and a minimum of one local supplier must be invited, depending on availability or local suppliers.
>\$300,000	Obtain a Contract Number. A formal Request for Tender process must be undertaken by Council's Contract's Unit using Council's eTendering Portal.

Procurement transactions will not be split to circumvent the above thresholds, this includes cumulative expenditure over a (12) month period. Obtaining sufficient quotations can sometimes be difficult, e.g. if there are few suppliers for the goods, services or building and construction works being sought, or where the work is highly specialised. In such cases an Exemption from Procurement Process Form will be required to waive the requirement to request three quotations.

#### APPENDIX 2. Council Performance Indicators

Council will seek to improve its procurement performance by capturing and analysing data on key performance indicators including:

- extent of contracts delivered on time and on budget;
- new collaborative procurement contracts;
- new preferred supplier (panel) contracts;
- the number of Local Businesses engaged and proportion of local spend;
- value of savings and benefits achieved;
- level of compliance with the Procurement Policy;
- annual spend on sustainable goods and services; and
- the return on procurement investment.

A memorandum detailing actual performance against these indicators will be presented annually to Council's Audit & Risk Committee.

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## 4.1.2 Procurement Policy (Cont.)

### APPENDIX 3. Council Specific Exemptions

Council has not determined any additional general exemptions to the public tender threshold beyond those detailed in section 5.3 of this policy.

The Chief Executive Officer may approve ad-hoc exemptions in exceptional circumstances where it can be demonstrated that it is in the best interests of the community to do so and must include an assessment the expenditure represents value for money .

The public tender threshold and related exemptions also apply to collaborative procurements.

### APPENDIX 4. Council Risk Management

Council shall have in place consistent strategies for managing risks associated with all procurement processes.

- a) providing sufficient planning and lead-time for procurement preparation and consideration;
- b) using appropriate Council standard-form contracts provided by Council's Contracts Unit which include current, relevant clauses to mitigate risk to Council;
- c) all contract departures will be reviewed and negotiated by Council's Counsel prior to the award of the contract. Copies of all communication between Council's Counsel and the preferred contractor or supplier will be saved in Council's Electronic Document and Records Management System (Objective) as evidence of review and approval of non-standard contracts;
- d) Council's Counsel will review all non-standard contracts, as well as standard contracts that have agreed departures included, prior to the contract being disseminated for execution;
- e) requiring security deposits where appropriate;
- f) referring specifications to relevant experts;
- g) all Contracts must be executed and a copy provided to the Contracts Unit before allowing the commencement of procurement of any goods, services or work;
- h) ongoing and timely Contract management; and
- i) effectively managing the contract including monitoring and enforcing performance.

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## 4.1.2 Procurement Policy (Cont.)

### APPENDIX 5. Conflict of Interest

Councillors and Council staff shall at all times avoid situations which may give rise to an actual or perceived conflict of interest. A conflict of interest may be a 'general' or a 'material' conflict of interest.

A Councillor or a member of Council staff (relevant person) has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.

A relevant person has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit or loss may be direct or indirect and pecuniary or non-pecuniary. Affected persons include, among others, the member of Council Staff and their family members.

Council staff involved in the procurement process, however remotely, in particular those preparing tender documentation, writing tender specifications, opening tenders, participating in tender evaluation panels, preparing a recommendation report; and Councillors and Council staff awarding tenders must:

- **comply** with Greater Dandenong City Council's Conflict of Interest Policy;
- **Avoid** conflicts of interest wherever possible, whether material or general or actual, potential or perceived;
- **Declare** when they do not have a conflict of interest in respect of the procurement process. All relevant persons participating in tender processes must complete a probity declaration. All relevant persons participating in tender evaluation panels must complete a Conflict of Interest declaration and provide it to the Governance Unit. All relevant persons must declare any actual or perceived conflicts in line with Council's internal processes for reporting conflicts of interest; and
- **Observe** prevailing Council and Government guidelines on how to prevent or deal with conflict of interest situations and not take advantage of any tender related information whether or not for personal gain.

### APPENDIX 6. Disclosure of Information

*Commercial in Confidence* information received by the Council must not be disclosed and is to be stored in a secure location.

Councillors and Council staff must take all reasonable measures to maintain confidentiality of:

- Information disclosed by organisations in tenders, quotations or during tender negotiations; and
- *Commercial in Confidence* information.

Breaches of confidentiality will be dealt with in accordance with the *Local Government Act 2020*.

Councillors and Council staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with potential suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by that supplier.

At no stage should any discussion be entered into which could improperly influence the procurement process or negotiation of a contract prior to the contract approval process being finalised, other than authorised pre-contract negotiations.

**4.1.2 Procurement Policy (Cont.)**

**APPENDIX 7. Council Sustainable Procurement**

Council commits to applying principles of sustainability to all of its decision-making and activities. In addition, Council applies sound contracting principles to its procurement activity. The following economic, environmental and social objectives have been determined in line with these principles.

Area	Principles	Objectives
Economic	<p>Council is committed to procurement that supports local business and economic diversity in the SERGC. Where practicable and applicable, Council will actively seek quotes and tenders from local businesses in the SERGC whilst ensuring value for money outcomes.</p> <p>Council’s economic procurement will be underpinned by the following principles:</p> <ul style="list-style-type: none"> <li>• Ensuring open and effective competition and development of competitive local business and industry;</li> <li>• Fostering innovation and emerging sectors; and</li> <li>• Where practicable Council will give preference to goods manufactured or produced in Australia and New Zealand.</li> </ul> <p><i>Note: Local in the context of this policy denotes the municipalities of Bayside, Casey, Cardinia, Dandenong, Frankston, Glen Eira, Kingston, Mornington Peninsula, Port Phillip and Stonnington.</i></p>	<p>Council’s economic sustainability commitment and approach aims to:</p> <ul style="list-style-type: none"> <li>• Achieve value for money on a whole-of-life (including disposal) basis, rather than just initial cost;</li> <li>• Consider life cycle impacts of products purchased;</li> <li>• Ensure probity and accountability in the procurement process;</li> <li>• Commit to source locally;</li> <li>• Build relationships with local businesses and encourage purchasing from local suppliers to help build their capacity and</li> <li>• Increase local employment.</li> </ul>



**4.1.2 Procurement Policy (Cont.)**

Area	Principles	Objectives
Environmental	<p>Where applicable, Council will include appropriate criteria in request for quotes and tenders to deliver environmentally preferable outcomes and deliver strategies to avoid and reduce waste generation and drive energy efficiency.</p> <p>To support the achievement of objectives and targets within Council’s sustainability strategies, Council is committed to minimise its impact on the environment by:</p> <ul style="list-style-type: none"> <li>• Purchasing goods, services and construction which avoid air, water and soil pollution;</li> <li>• Minimising natural resource and biodiversity depletion;</li> <li>• Supporting suppliers to reduce carbon emissions in the supply chain;</li> <li>• Purchasing environmentally preferred goods and services whenever they present an acceptable value for money outcome and</li> <li>• Contributing to sustainable waste management (with reference to the waste hierarchy and circular economy principles).</li> </ul>	<p>Councils environmental sustainability commitment and approach aims to:</p> <ul style="list-style-type: none"> <li>• Maximise energy efficiency and reducing greenhouse gas emissions and contribute towards Council’s carbon neutral status;</li> <li>• Minimise waste production by:                             <ul style="list-style-type: none"> <li>- Reduced usage of non-renewable resources; and</li> <li>- Reduced demand for raw materials and natural resources;</li> </ul> </li> <li>• Promote a market for recycled materials and</li> <li>• Reduce water consumption and activities that impact diversity.</li> </ul>
Social	<p>Council is committed to building stronger communities and meeting social objectives which benefit the community and commits to integration of measures in its procurement processes and documentation which promote improved social outcomes. Council’s sustainability strategies will be underpinned by:</p> <ul style="list-style-type: none"> <li>• Creation of training and employment opportunities for unemployed, disadvantaged municipal residents or marginalised job seekers;</li> <li>• Creation of opportunities for small, medium and social enterprises, Indigenous and disability employment enterprises;</li> <li>• Promotion of equity, diversity and equal opportunity; and</li> <li>• Provision for broad public involvement on issues that affect the community such as addressing complex local challenges such as intergeneration employment, crime, vandalism and economic decline.</li> </ul>	<p>Councils social sustainability commitment and approach aims to:</p> <ul style="list-style-type: none"> <li>• Ensure vendors do not exploit workers and provide fair wages, including inclusive and sustainable business practices;</li> <li>• Maintain a social procurement program to increase social procurement spend across the South Eastern Region;</li> <li>• Ensure sourced products are accessible by all segments of the community;</li> <li>• Increase employment opportunities for Indigenous people, disabled people, disadvantaged people and long term unemployed;</li> <li>• Increase gender equity; and</li> <li>• Prevent, detect and remove modern slavery from Council’s supply chain.</li> </ul>

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## 4.1.2 Procurement Policy (Cont.)

### APPENDIX 8. In-Kind Contributions

An in-kind contribution is defined as a donation of goods, materials, services, time or expertise, by a community group or club that assists a tenderer to deliver their contractual obligations to Greater Dandenong City Council. Where a community group or club wishes to provide an in-kind contribution to a Greater Dandenong City Council funded project, and the value of the project is such that Greater Dandenong City Council's policy requires a competitive arrangement, then the community group or club may elect to either:

- tender direct to Greater Dandenong City Council for the entire project (noting that Greater Dandenong City Council's conditions of contract and protocols will apply), or
- engage with the tenderer(s) for the provision of the in-kind contribution for the project and the tenderer submits the Tender to Greater Dandenong City Council.

In either scenario the tenderer must be capable of performing the work. This would include having the required skills, regulatory registrations and financial capacity to undertake the works. The tenderer will be assessed on their ability to complete the project to the satisfaction of Greater Dandenong City Council within the contract price, and in doing so, will bear total contractual liability for the delivery of the project including the in-kind contribution.

### APPENDIX 9. Probity Services

Recent integrity body reports indicate organisations need to have clear guidance in managing probity during procurement process – including the use of Probity Advisors and Probity Auditors.

To maximise the integrity of procurement, Council may appoint an independent Probity Advisor and / or Probity Auditor. The Probity Advisor and Probity Auditor must be independent from Council and must not be the same person or organisation.

Circumstances where a Probity Advisor and / or Probity Auditor must be engaged include procurement with an expected value of \$5 million or over.

Other circumstances where a Probity Advisor and / or Probity Auditor must be engaged include procurement with an expected value of \$1 million, and are:

- a) deemed high risk; or
- b) deemed by the Executive Management Team to be complex or sensitive in nature; or
- c) considered politically sensitive or subject to a high degree of public scrutiny.

Council's contract initiation forms will provide for the relevant Director to review and recommend the appointment of a probity advisor or probity auditor where deemed necessary.

Further guidance on the engagement for probity services to be provided by the Contracts Unit.

## 4.2 OTHER

### 4.2.1 Proposal for Creation of United Energy Powerline Easement at 890E Taylors Road, Dandenong South

File Id:	A8169609
Responsible Officer:	Manager Governance
Attachments:	Council Reserve at 890E Taylors Road, Dandenong South - Creation of Powerline Easement Plan and Locality Plan

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#### 1. Report Summary

This report addresses a proposal to create an easement for powerline purposes pursuant to section 88 of the *Electricity Industry Act 2000* in favour of United Energy across Council's Reserve at 890E Taylors Road, Dandenong South more particularly described as Reserve 1 on PS 814223R, Vol 12210 Fol 114 (the Land).

The proposed easement will provide permanent installation of United Energy powerline cabling infrastructure that will allow for the connection of power to the adjoining property across Council's Reserve.

#### 2. Recommendation Summary

This report recommends that Council commences the statutory procedures required under section 114 of the *Local Government Act 2020* for the creation of a powerline easement over part of the Council Reserve (the Land).

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#### **4.2.1 Proposal for Creation of United Energy Powerline Easement at 890E Taylors Road, Dandenong South (Cont.)**

### **3. Background**

United Energy has requested that Council permits the creation of a powerline easement for electricity distribution purposes pursuant to Section 88 of the *Electricity Industry Act 2000* over Council Land.

The proposed easement is located over part of the Council Reserve at 890E Taylors Road, Dandenong South, more particularly described as Reserve 1 on PS 814223R, Vol 12210 Fol 114 (the Land). The Land is used for Conservation Reserve purposes.

The creation of easement plan provided in Attachment 1 to this report shows the location of the proposed powerline easement which will allow for the connection of power from Taylor's Road, across Council's Reserve to the adjoining property. The proposed easement has a total area of 15 square metres.

The creation of an easement is, in effect, handing over the rights to land to another body or party. For this reason, the creation of an easement needs to be considered under section 114 of the *Local Government Act 2020* which prescribes what Council must do if it intends to sell or exchange land.

### **4. Proposal**

This report proposes that Council gives public notice of its intention to create a powerline easement over part of the Land for use by United Energy and that the statutory procedures required under sections 114 of the *Local Government Act 2020* and Council's Community Engagement Policy are commenced. This process will include advertising the proposal and inviting public submissions.

After the required advertising and submission process is completed, a further report will be presented to Council in order to consider any submissions received prior to a decision being made in relation to the proposed creation of easement.

### **5. Financial Implications**

There are no financial implications associated with this report. Council will not pay any costs associated with the creation of an easement over the Land as all costs associated with the proposal will be borne by United Energy. Any works conducted in the easement on Council Land will be reinstated at no cost to Council.

Valuation advice was provided prior to consideration of this proposal and the loss in value to the Land which is attributable to the creation of the easement is \$375.00 plus GST. This amount will be reimbursed to Council by United Energy.

### **6. Consultation**

A public consultation process will be commenced as required under section 114 of the *Local Government Act 2020* and in accordance with Council's Community Engagement Policy. A public notice will be placed on Council's website and in the local paper circulating in Greater Dandenong. Interested parties will be given the opportunity to make submissions for a period of 28 days. Any submissions received will be detailed for consideration in a further report to Council to determine if it proceeds with the proposal.

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#### **4.2.1 Proposal for Creation of United Energy Powerline Easement at 890E Taylors Road, Dandenong South (Cont.)**

Council departments have been consulted and have contributed to this report. The relevant Council departments were supportive and offered no objections to the proposed easement.

### **7. 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’**

##### Place

- *Appearance of Places – Places and buildings*
- *Travel and Transport – Easy to get around*

### **8. 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:

##### Place

- *A healthy, liveable and sustainable city*
- *A city planned for the future*

### **9. The Overarching Governance Principles of the *Local Government Act 2020***

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 report gives effect to the following overarching governance principles:

- Council decisions have been made and actions taken in accordance with the relevant law;
- priority has been given to achieving the best outcomes for the municipal community, including future generations;
- the municipal community will be engaged in the consultation process as required;
- collaboration with other Councils, governments and statutory bodies has been sought;
- regional, state and national plans and policies have been considered where relevant; and
- the transparency of Council decisions, actions and information has been ensured.

### **10. The *Gender Equality Act 2020***

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

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#### **4.2.1 Proposal for Creation of United Energy Powerline Easement at 890E Taylors Road, Dandenong South (Cont.)**

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents.

The content of this report does not have a direct and significant impact on members of the Greater Dandenong community therefore a gender impact assessment is not required.

### **11. Consideration of Climate Change and Sustainability**

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report has no impact on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability. Note that the easement is to be created for a proposed powerline easement that will allow for connection to the adjoining property across Council's Reserve.

### **12. Conclusion**

It is considered that the proposal to create a 15 square metre easement at the Council Reserve at 890E Taylors Road, Dandenong South as shown in Attachment 1 will not create a substantial detriment to the Land or surrounding area.

### **13. Recommendation**

**That Council, in relation to a proposal to create a powerline easement over part of the Council Reserve at 890E Taylors Road, Dandenong South (known as Reserve 1 on PS 814223R, Vol 12210 Fol 114) in favour of United Energy, resolves that:**

- 1. Council officers commence the statutory processes to create an easement over part of the Land, in accordance with section 114 of the *Local Government Act 2020* and Council's Community Engagement Policy; and**
- 2. any submissions received will be detailed for consideration in a further report to Council to determine if it proceeds with the easement proposal.**

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**4.2.1 Proposal for Creation of United Energy Powerline Easement at 890E Taylors Road, Dandenong South (Cont.)**

**OTHER**

**PROPOSAL FOR CREATION OF UNITED ENERGY POWERLINE  
EASEMENT AT 890E TAYLORS ROAD, DANDENONG SOUTH**

**ATTACHMENT 1**

**CREATION OF POWERLINE EASEMENT  
PLAN  
AND  
LOCALITY PLAN**

**PAGES 3 (including cover)**

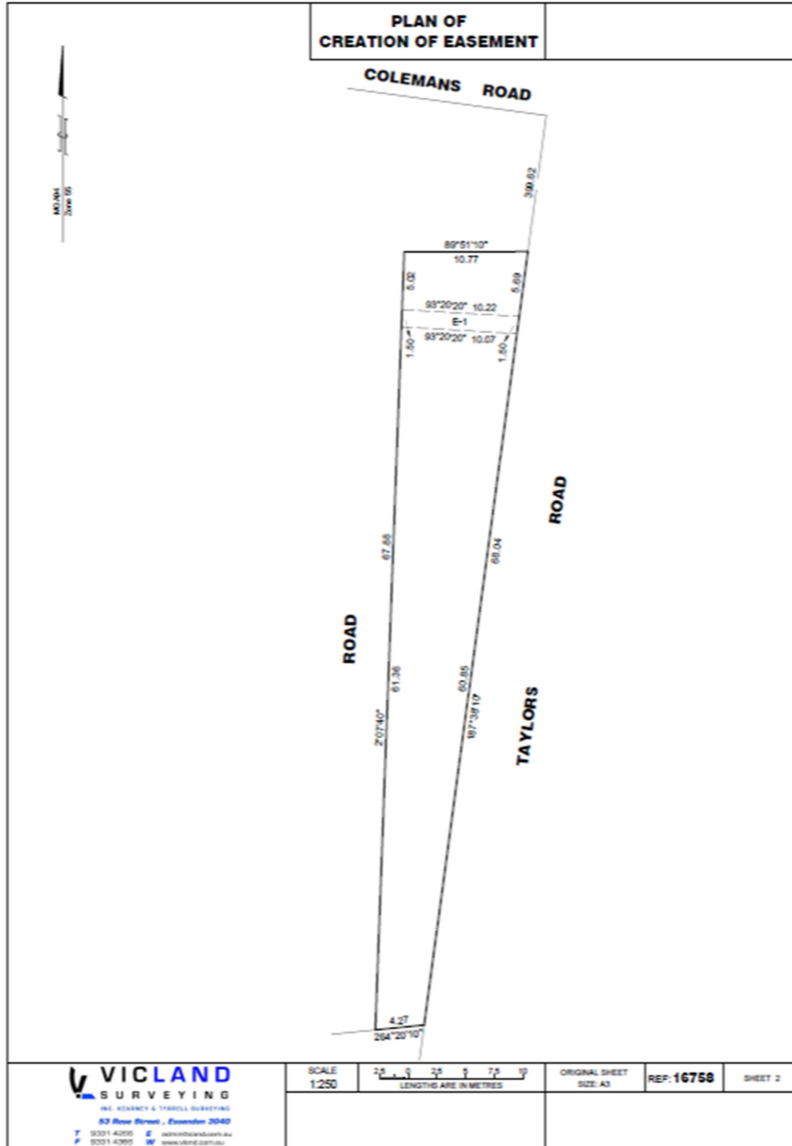
*If the details of the attachment are unclear please contact Governance on 8571 5235.*

**4.2.1 Proposal for Creation of United Energy Powerline Easement at 890E Taylors Road, Dandenong South (Cont.)**

ATTACHMENT 1

29 November 2021

Council Reserve at 890E Taylors Road, Dandenong South  
 Creation of Powerline Easement Plan



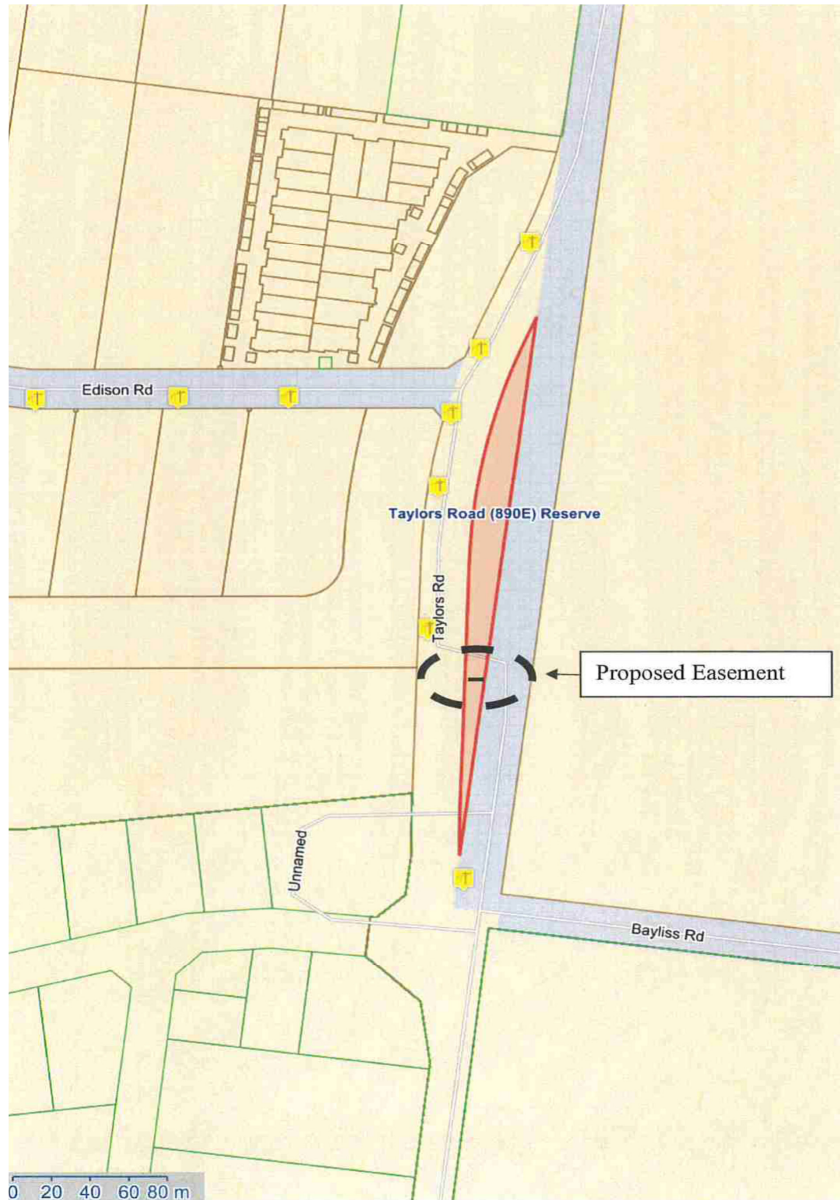


**4.2.1 Proposal for Creation of United Energy Powerline Easement at 890E Taylors Road, Dandenong South (Cont.)**

ATTACHMENT 1

29 November 2021

**Council Reserve at 890E Taylors Road, Dandenong South  
Locality Plan**



Page 2

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

File Id:	qA283304
Responsible Officer:	Manager Governance
Attachments:	Correspondence Received 8-19 November 2021

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#### **Report Summary**

Subsequent to resolutions made by Council on 11 November 2013 and 25 February 2014 in relation to a listing of incoming correspondence addressed to the Mayor and Councillors, Attachment 1 provides a list of this correspondence for the period 8-19 November 2021.

#### **Recommendation**

**That the listed items provided in Attachment 1 for the period 8-19 November 2021 be received and noted.**

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

**OTHER**

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

**ATTACHMENT 1**

**CORRESPONDENCE RECEIVED  
8-19 NOVEMBER 2021**

**PAGES 3 (including cover)**

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

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



**Correspondences addressed to the Mayor and Councillors received between 08/11/21 & 19/11/21 - for officer action - total = 3**

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
An email from a resident expressing concern about the bike trail near the South Eastern Purification Plant.	09-Nov-21	10-Nov-21	FA229873	Mayor & Councillors EA
A letter from a Noble Park North resident advising of some trouble with pit lids lifting of in heavy rain.	16-Nov-21	16-Nov-21	FA230211	Mayor & Councillors EA
An email of complaint from Springvale residents regarding rubbish being dumped in Springvale streets.	18-Nov-21	19-Nov-21	FA230591	Mayor & Councillors EA

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

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



**Correspondences addressed to the Mayor and Councillors received between 08/11/21 & 19/11/21 - for information only - total = 4**

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
A letter of thanks to the Mayor for council's condolences for the passing of Alan Carter.	10-Nov-21	10-Nov-21	A8219749	Mayor & Councillors EA
A letter to the Mayor from a Springvale resident expressing concern about a neighbour's residence and activities.	12-Nov-21	12-Nov-21	A8227610	Mayor & Councillors EA
A letter of congratulations to the Mayor and Deputy Mayor containing a Local Government Climate Emergency Toolkit for distribution.	15-Nov-21	15-Nov-21	A8234757	Mayor & Councillors EA
An invitation to Crs Truong, Lim, O'Reilly, Dark, Long, Tan, Milkovic, Foster and Memeti from the Springvale Shopping Centre to its Christmas Dinner on 16 December 2021.	16-Nov-21	16-Nov-21	Various	Mayor & Councillors EA

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

## **5 NOTICES OF MOTION**

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

The guidelines for submitting a notice of motion to a Council meeting are included in the current Governance Rules.

## **6 REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS**

The principle purpose of this item in the Council Meeting Agenda is for Councillors to report on their attendance, observations or important matters arising from their liaison or representation with groups for which the Councillor has been formally appointed by Council. In accordance with the documented 'protocol' that applies to either liaisons or representatives, Councillors should raise matters of importance during this item. Other matters may also be reported.

If a Councillor chooses to speak, the name of the conference/event and the Councillor will be noted in the Minutes for that meeting. If a Councillor requires additional information on the conference/event to be listed in the Minutes, they must submit it in writing to a Governance staff member by 12.00pm the day following this Council Meeting.

Question time is provided to enable Councillors to address questions to members of Council staff. The guidelines for asking questions at a Council meeting are included in the current Governance Rules.

Councillors have a total of 15 minutes each to report on their attendances at meetings, conferences or events and to ask questions of Council staff.

## **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.