



**GREATER
DANDENONG**
City of Opportunity

**AGENDA
MONDAY
28 FEBRUARY 2022**

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 28 February 2022 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

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	MEETING OPENING	1
1.1	ATTENDANCE	1
1.2	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND	1
1.3	OFFERING OF PRAYER	2
1.4	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	2
1.5	DISCLOSURES OF INTEREST	3
2	OFFICERS' REPORTS - PART ONE	4
2.1	DOCUMENTS FOR SEALING	4
	2.1.1 Documents for Sealing	4
2.2	DOCUMENTS FOR TABLING	6
	2.2.1 Documents for Tabling	6
	2.2.2 Petitions and Joint Letters	8
2.3	STATUTORY PLANNING APPLICATIONS	15
	2.3.1 Planning Decisions Issued by Planning Minister's Delegate - January 2022	15
	2.3.2 Planning Delegated Decisions Issued - January 2022	16
	2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418)	27
3	QUESTION TIME - PUBLIC	118
4	OFFICERS' REPORTS - PART TWO	120
4.1	CONTRACTS	120
	4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds	120

4.2	POLICY AND STRATEGY	131
4.2.1	Councillor Media Policy (DRAFT)	131
4.3	OTHER	148
4.3.1	Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021	148
4.3.2	Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021	160
4.3.3	Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 17 & 24 January & 7 February 2022	184
4.3.4	List of Registered Correspondence to Mayor and Councillors	189
5	NOTICES OF MOTION	193
6	REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS	194
7	URGENT BUSINESS	195

1 MEETING OPENING

1.1 ATTENDANCE

Apologies

Cr Bob Milkovic - Leave of Absence

1.2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND

Council acknowledges the Traditional Owners and Custodians of this land, the Bunurong people and pay our respects to their Elders past, present and emerging while also recognising their deep and continuing connections to climate, culture and country.

We also pay our respect to all Aboriginal and Torres Strait Islander peoples and their Elders and acknowledge their journey.

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 Imam Muhammed Sezgin from the Turkish Islamic Cultural Centre & Mosque, Keysborough, a member of the Greater Dandenong Interfaith Network.

1.4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Meeting of Council held 14 February 2022.

Recommendation

That the minutes of the Meeting of Council held 14 February 2022 be confirmed.

1.5 DISCLOSURES OF INTEREST

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

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

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

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

2 OFFICERS' REPORTS - PART ONE

2.1 DOCUMENTS FOR SEALING

2.1.1 Documents for Sealing

File Id:	A2683601
Responsible Officer:	Manager Governance

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 is one [1] item being presented to Council's meeting of 28 February 2022 for signing and sealing as follows:

1. An Instrument of Appointment of Authorised Officer under the provisions of the *Local Government Act 1989*, the *Local Government Act 2020*, the *Environment Protection Act 1970*, the *Environment Protection Act 2017*, the *Heritage Act 2017*, the *Infringements Act 2006*, the *Land Acquisitions and Compensation Act 1986*, the *Planning and Environment Act 1987*, the *Sex Work Act 1994*, the *Subdivisions Act 1988*, the *Victorian Civil and Administrative Tribunal Act 1998* and the Regulations made under each of those Acts; the Local Laws made under the *Local Government Act 1989* and the *Local Government Act 2020*; and any other Act, Regulation or delegated legislation (including the Greater Dandenong Planning Scheme) which relates to the powers of the Council made under the provisions and enactments described. This instrument enables the following Council officer to carry out the statutory responsibilities of the above Acts and is subject to policy and delegations previously adopted by Council:
 - Sofie Lemaire.

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

Report Summary

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

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

Recommendation Summary

This report recommends that the listed items be received.

2.2.1 Documents for Tabling (Cont.)

List of Reports

Author	Title
Life Saving Victorian Public Pools	State of the Sector Report 2020-2021

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

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 one (1) petition update and no joint letters prior to the Council Meeting of 28 February 2022.

- A petition update was received from 70 proponents requesting Greater Dandenong Council revise the concept design for the children's services, public playground and the cafe and community lounge in the Dandenong Community Hub. *This petition has been forwarded to the relevant Council Business Unit/s for action.*

It should be noted that this petition was previously tabled at the 29 November 2021 Council Meeting with 238 signatures. A detailed response was sent from the relevant Business Unit to the head petitioner on 16 December 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 5 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

2.2.2 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
22/02/22	<p>• Petition Text (Prayer)</p> <p>PETITION: CONCEPT DESIGN OF THE DANDENONG COMMUNITY HUB</p> <p>So that the Dandenong Community Hub is successful and well used, Dandenong residents request Greater Dandenong Council to revise the concept design that has been exhibited to:</p> <p>a) put children's services including children's services playgrounds on the ground floor so children can experience the earth and so that it is a facility that parents want to send their children to</p> <p>b) expand the public playground to be at least the same size as the Keysborough South Community Hub and Springvale Community Hub playgrounds so it is a successful drawcard for visitors to the Dandenong Community Hub and Dandenong Market</p> <p>c) leave the cafe and community lounge on the ground floor so it interfaces with the public playground</p> <p>and to achieve this by using more of the publicly owned land available on the site bordered by Clow St, Stuart St, King St and Sleeth Avenue.</p> <p>It should be noted that this petition was previously tabled at the 29 November 2021 Council Meeting with 238 signatures. A detailed response was sent from the relevant business unit to the head petitioner on 16 December 2021.</p>	<p>238 (as at 14/12/21)</p> <p>Further 70 (as at 22/02/22)</p>	<p>New</p>	<p>Tabled at CM 29/11/21</p> <p>Responsible Officer: Director Community Services</p> <p>Response sent 16/12/21</p> <p>(Re)Tabled at CM 28/02/22</p> <p>Responsible Officer: Director Community Services</p>

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

2.2.2 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
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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 - January 2022

File Id: qA280444

Responsible Officer: Director City Planning Design & Amenity

Report Summary

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

No decisions were reported for the month of January 2022.

Recommendation

That the report be noted.

2.3.2 Planning Delegated Decisions Issued - January 2022

File Id:	qA280
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Planning Delegated Decisions Issued – January 2022

Report Summary

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

It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in January 2022.

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

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

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

Recommendation

That the items be received and noted.

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

STATUTORY PLANNING APPLICATIONS

PLANNING DELEGATED DECISIONS ISSUED JANUARY 2022

ATTACHMENT 1

**PLANNING DELEGATED DECISIONS
ISSUED - JANUARY 2022**

PAGES 10 (including cover)

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

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

City of Greater Dandenong

Planning Delegated Decisions Issued from 01/01/2022 to 31/01/2022

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0040	PlnAppAmd	No	1626-1 638 Centre Road SPRINGVALE VIC 3171	Springvale Business Park Development Company Pty Ltd	AMENDMENT TO: Use of the land for warehousing within thirty (30) metres of a residential zone, an office, and a food and drink premise (café), building and works in association with warehousing, removal of native vegetation under Clause 52.17, a reduction of car parking and alteration of access to a road in a road zone, Category 1 under Clause 52.29.	Amend permit preamble to allow use of land for store, delete permit Condition 3 as new SMP is proposed	Delegate	AmendPerm	25/01/2022	Springvale North
PLA21/0073	PlnAppAmd	No	85-87 Ordish Road DANDENONG SOUTH VIC 3175	L.A. Recycling Pty Ltd C/- KLM Spatial	AMENDMENT TO: Use of the land for Materials Recycling (construction and demolition materials) and associated buildings and works (PLN18/0513)	Amend the permit to reflect current business operations on site, waiver of carparking requirements and amend condition 1.1 to reflect changes of the location of loading and unloading areas, condition 8 & 12 to amend the use of unloading outside.	Delegate	AmendPerm	27/01/2022	Dandenong
PLA21/0106	PlnAppAmd	No	5 Maureen Court DANDENONG NORTH VIC 3175	Chiktons Consulting	Amendment to PLN21/0066 issued for the development of the land for three (3) dwellings (two double storey dwellings and one single storey dwelling to the rear), by way of amending the plans approved under the permit and subsequent deletion of condition 1.4 of the permit.	Delete permit condition 1.4 relating to removal of ground floor bedroom in Dwelling 2	Delegate	AmendPerm	31/01/2022	Noble Park North

1

ADARK

02/02/2022

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0107	PinAppAmd	No	7/95 Cheltenham Road DANDENONG VIC 3175	M Alvarez	AMENDMENT TO PLN06/0759 to allow for a live music venue, the sale of liquor and further reduce car parking requirements. (Use of the land as a Place of Assembly (Live Music Venue and Rehearsal Studio), the sale of on-premise liquor and a reduction to the car parking requirements).	Amend permit preamble to allow sale of liquor	Applicant	Withdrawn	05/01/2022	Dandenong
PLA21/0612	PinAppAmd	No	108-166 Bayliss Road DANDENONG SOUTH VIC 3175	Saita Properties (Lyndhurst) Pty Ltd	AMENDMENT TO: The use and staged development (stage 1 and 2) of the land for a Transport Terminal (Inland Port) (PLN21/0138) to facilitate the automation of loading/unloading activities.	Amend Conditions 1, deletion of condition 1.14 and changes to conditions 1.12 and to facilitate the automation of the facility	Delegate	AmendPerm	12/01/2022	Dandenong
PLA21/0614	PinAppAmd	No	16 Curtin Crescent DANDENONG NORTH VIC 3175	Whitnall Designs Pty Ltd	AMENDMENT TO: Development of the land for two (2) dwellings (one double storey dwelling and one single storey dwelling to the rear) (PLN21/0061)	Amend permit to allow for changes to dwelling and landscape design	Delegate	AmendPerm	27/01/2022	Cleeland
PLA21/0621	PinAppAmd	No	Factory 85 South Gippsland Highway DANDENONG SOUTH VIC 3175	Cadence Property Group C/- KLM Spatial	AMENDMENT TO: Development of the land for warehouses, reduction in car parking requirement, removal of native vegetation and alteration of access from a Road Zone Category 1 (PLN20/0593)	Amend permit conditions to allow advertising signage and endorsement of revised site plans with various minor changes to the warehouse and car parking layout	Delegate	AmendPerm	27/01/2022	Dandenong
PLA21/0625	PinAppAmd	No	13-17 Manning Drive NOBLE PARK NORTH VIC 3174	L Perry	AMENDMENT TO PLN21/0227 issued for the construction of a shed associated with an existing Education Centre, to allow for additional buildings and works	Amend permit to allow removal of vegetation	Delegate	AmendPerm	27/01/2022	Noble Park North
ADARK					2				02/02/2022	

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLIN21/0046	PinApp	No	129 Carlton Road DANDEENONG NORTH VIC 3175	R Dzepina	Development of the land for two (2) double storey dwellings	Neighbourhood Residential 1 Zone, 529sqm	Delegate	PlanPermit	27/01/2022	Dandenong North
PLIN21/0181	PinApp	No	8 Vizard Street DANDEENONG VIC 3175	H Tavakkoli	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 821sqm	Delegate	NOD	19/01/2022	Cleeland
PLIN21/0229	PinApp	No	17 Colonsay Road SPRINGVALE VIC 3171	A&E Nguyen	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 780sqm	Delegate	PlanPermit	13/01/2022	Springvale Central
PLIN21/0285	PinApp	No	855-891 Springvale Road KEYSBOROUGH VIC 3173	Darren Carnell Architects	Construction of a shed and office building	No response to further information request	Delegate	Lapsed	27/01/2022	Keystonborough South
PLIN21/0334	PinApp	No	19 Charles Avenue SPRINGVALE VIC 3171	Phillip Harvey & Associates Pty Ltd	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 598sqm	Delegate	NOD	14/01/2022	Springvale North
PLIN21/0357	PinApp	No	50 Boyd Street DANDEENONG NORTH VIC 3175	T Sabapathi	Development of the land for one (1) double storey dwelling to the rear of an existing dwelling and the removal of easements	General Residential 1 Zone, 701sqm	Delegate	PlanPermit	19/01/2022	Cleeland
ADARK					3				02/02/2022	

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0406	PinApp	No	67/268-274 Springvale Road SPRINGVALE VIC 3171	P. Pham	Use of land for the sale and consumption of liquor	Commercial 1 Zone	Delegate	PlanPermit	27/01/2022	Springvale Central
PLN21/0420	PinApp	No	10 Boyd Street DANDENONG NORTH VIC 3175	N Deibajiric	Development of three (3) double storey dwellings	Proposal fails to comply with Clause 21.06-1 (Urban Design and Character), Clause 32.08 (General Residential Zone), Clause 22.09-3.1 (General Design Principles), Clause 22.09-3.3 (Incremental Change Area Design Principles)	Delegate	Refusal	20/01/2022	Cleeland
PLN21/0423	PinApp	No	14 Barbara Avenue DANDENONG NORTH VIC 3175	CK Design Group Pty Ltd	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 569sqm	Delegate	PlanPermit	13/01/2022	Noble Park North
PLN21/0424	PinApp	No	26A Westall Road SPRINGVALE VIC 3171	P Truong	Change of Use (Storage)	No response to further information request	Delegate	Lapsed	14/01/2022	Springvale North
PLN21/0478	PinApp	No	10-30 Dana Court DANDENONG SOUTH VIC 3175	Fulbon Hogan Pty Ltd	Development of the land for buildings and works associated with the existing blumen batching plant and a reduction in the car parking requirement	Industrial 1 Zone, 24473sqm, construction of double storey laboratory and crib (lunch) room, storage bunkers, access ramp and canopy	Delegate	PlanPermit	27/01/2022	Dandenong
ADARK					4				02/02/2022	

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0479	PinApp	No	86 Hemmings Street DANDENONG VIC 3175	Chris Leah & Toula Chatgoglou	Use of the land for the sale and consumption of liquor (on-premises licence)	Commercial 1 Zone, 65 patrons	Delegate	NOD	14/01/2022	Yarraman
PLN21/0482	PinApp	No	8 Vizard Street DANDENONG VIC 3175	A Gambati	Development of the land for three (3) dwellings (two double storey dwellings and one single storey dwelling to the rear)	General Residential 1 Zone, 831sqm	Delegate	PlanPermit	31/01/2022	Cleeland
PLN21/0488	PinApp	No	249 Corrigan Road NOBLE PARK VIC 3174	Mimar Design Pty Ltd	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 846sqm	Applicant	Withdrawn	27/01/2022	Noble Park
PLN21/0501	PinApp	No	27-29 Cyber Loop DANDENONG SOUTH VIC 3175	Quality First Designs Pty Ltd	Construction of a warehouse	Commercial 2 Zone, 1133sqm, warehouse and ancillary office	Delegate	PlanPermit	13/01/2022	Dandenong
PLN21/0525	PinApp	No	11 Elmhurst Street NOBLE PARK NORTH VIC 3174	SPJ Architects	Development of the land for one (1) double-storey dwelling to the rear of the existing single storey dwelling and alterations and additions to the existing dwelling	General Residential 1 Zone, 604sqm	Delegate	NOD	20/01/2022	Noble Park North
PLN21/0526	PinApp	No	107 Brady Road DANDENONG NORTH VIC 3175	Two Architects	Development of the land for one (1) double storey dwelling to the rear of the existing double storey dwelling	Neighbourhood Residential 1 Zone, 640sqm	Applicant	Withdrawn	27/01/2022	Dandenong North
ADARK					5				02/02/2022	

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0537	PinApp	No	9 Heart Street DANDENONG VIC 3175	MA Rahmati	Use the land for Motor Repairs DECLARED AREA	No response to further information request	Delegate	Lapsed	27/01/2022	Dandenong
PLN21/0575	PinApp	No	1/22 Jasper Street NOBLE PARK VIC 3174	AMS Pty Ltd	The subdivision of land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	27/01/2022	Springvale North
PLN21/0583	PinApp	No	156 Princes Highway DANDENONG VIC 3175	SLR Consulting Australia Pty Ltd	To display business identification, promotional and internally illuminated signage	Commercial 2 Zone, replacement signage for rebranding of service station	Delegate	PlanPermit	13/01/2022	Cleeland
PLN21/0611	PinApp	No	56 Stephenson Street SPRINGVALE VIC 3171	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	20/01/2022	Springvale North
PLN21/0612	PinApp	No	1/6-8 Hall Court DANDENONG VIC 3175	M Moslehuddin	Buildings and Works (Carport)	General Residential 1 Zone, construction of carport	Delegate	PlanPermit	25/01/2022	Dandenong
PLN21/0618	PinApp	No	12 Reilly Street SPRINGVALE VIC 3171	K Prapruthaweetchai	Subdivision of land	No response to further information request	Delegate	Lapsed	27/01/2022	Springvale North
ADARK					6				02/02/2022	

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0631	PinApp	No	211 Chapel Road KEYSBOROUGH VIC 3173	Woolworths Group Limited	Buildings and works (Alterations to Retail Premises) and a reduction in the car parking requirements	General Residential 2 Zone, Commercial 1 Zone, alterations to supermarket and car park to accommodate contactless grocery pick up	Applicant	Withdrawn	17/01/2022	Keysborough South
PLN21/0638	PinApp	No	1/17 Eild Crescent NOBLE PARK VIC 3174	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	13/01/2022	Springvale North
PLN21/0643	PinApp	No	1/22-24 Regent Avenue SPRINGVALE VIC 3171	H Sun	Use of the land for industry (motor repairs), display of signage and a reduction in the car parking requirements	Industrial 1 Zone, motor vehicle repairs and associated signage	Applicant	Withdrawn	27/01/2022	Springvale Central
PLN21/0646	PinApp	No	6 McKay Court DANDENONG NORTH VIC 3175	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	14/01/2022	Dandenong North
PLN21/0653	PinApp	No	57 Bazalgette Crescent DANDENONG SOUTH VIC 3175	Calbah Industries Pty Ltd	Three (3) lot subdivision (realignment of boundaries) SPEAR	Industrial	Delegate	PlanPermit	17/01/2022	Dandenong
PLN21/0664	PinAppVic	Yes	199 Cheltenham Road KEYSBOROUGH VIC 3173	Hongchi Pty Ltd	Subdivision of the land into four (4) lots SPEAR (VICSMART)	Industrial	Delegate	PlanPermit	12/01/2022	Noble Park
ADARK					7				02/02/2022	

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0665	PinApp	No	69 Pultray Street DANDENONG VIC 3175	AMS Pty Ltd	The subdivision of land into seven (7) lots SPEAR	Residential	Delegate	PlanPermit	14/01/2022	Dandenong
PLN21/0667	PinApp/Vic	Yes	81-83 Licola Crescent DANDENONG SOUTH VIC 3175	C Heighon Mezzanines	Buildings and Works (Warehouse Extension) and reduction in car parking requirements VICSMART	Industrial 2 Zone, extension of warehouse first floor and reduction in car parking requirements	Delegate	PlanPermit	13/01/2022	Dandenong
PLN21/0668	PinApp	No	1/10 Koonalda Grove DANDENONG NORTH VIC 3175	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	25/01/2022	Noble Park North
PLN21/0672	PinApp	No	94 Springvale Road SPRINGVALE VIC 3171	Hanna Architects	Building and Works (Alteration to a Dwelling)	General Residential 3 Zone, 524sqm and extension of the house, add double garage and use existing garage as a master bedroom, permit not required	Applicant	Withdrawn	14/01/2022	Springvale North
PLN21/0673	PinApp	No	10 Bryants Road DANDENONG VIC 3175	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	27/01/2022	Dandenong
PLN21/0677	PinApp/Vic	Yes	7 Bass Court KEYSBOROUGH VIC 3173	Stephen D'Andrea Pty Ltd	Development of the land for a warehouse and to reduce the car parking requirements VICSMART	Industrial 1 Zone, construction of a warehouse with ancillary office and reduction of car parking spaces by 1	Delegate	PlanPermit	13/01/2022	Keysborough South
ADARK					8				02/02/2022	

ORDINARY COUNCIL MEETING - AGENDA

2.3.2 Planning Delegated Decisions Issued - January 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0679	PlnApp	No	32/112 Stud Road DANDENONG VIC 3175	Install a Veranda	Construction of a veranda to an existing dwelling	General Residential 1 Zone, construction of a veranda	Delegate	PlanPermit	27/01/2022	Cleland
PLN21/0682	PlnApp/Vic	Yes	67 Robinson Street DANDENONG VIC 3175	Suffah College Australia SCA Inc	Buildings and Works (Extension) VICSMART (DECLARED AREA)	Comprehensive Development 2 Zone, porch extension	Applicant	Withdrawn	14/01/2022	Yarraman
PLN21/0702	PlnApp/Vic	Yes	27 Philip Street DANDENONG NORTH VIC 3175	KA Fuad, RC Fuad	Subdivision of the land into two (2) lots SPEAR VICSMART	Residential	Delegate	PlanPermit	12/01/2022	Cleland
PLN22/0007	PlnApp/Vic	Yes	542-554 Princes Highway NOBLE PARK NORTH VIC 3174	S Chandra	Buildings and works comprising alterations to the existing warehouse building VICSMART	Commercial 2 Zone, alteration of existing warehouse roof and installation of 1 roller door to facade	Delegate	PlanPermit	20/01/2022	Noble Park North
ADARK					9				02/02/2022	

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418)

File Id:	195285
Responsible Officer:	Director City Planning, Design & Amenity
Proposed Meeting Date:	28 February 2022
Attachments:	Submitted Plans Location of Objectors Clause 22.09 Assessment Clause 52.06 Assessment Clause 55 Assessment

Application Summary

Applicant:	JacoMarie Design Studio
Proposal:	Development of the land for three (3) double storey dwellings
Zone:	General Residential Zone, Schedule 1
Overlay:	Nil
Ward:	Noble Park

The application has been brought to a Council meeting as it has received four (4) objections.

The application proposes to develop the land for three (3) double storey dwellings on a lot.

A permit is required pursuant to:

- Clause 32.08-6 (General Residential Zone) of the Greater Dandenong Planning Scheme to construct two or more dwellings on a lot.

Objectors Summary

The application was advertised to the surrounding area through the erection of a notice on-site and the mailing of notices to adjoining and surrounding owners and occupiers. Four (4) objections were received to the application. Issues raised generally relate to matters of:

- Loss of on-street parking;
- Overshadowing;
- Tree impact;
- Overdevelopment of the site; and
- Overlooking.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)**Assessment Summary**

The site is located within an established residential area and is well suited for medium density housing given that the site is zoned for incremental change. The proposal seeks to provide a medium density development which is generally consistent with the emerging pattern of development and surrounding neighbourhood character. The use of setting back the upper floor from ground floor level provides a level of articulation breaking up the visual mass of built form when viewed from the streetscape and adjoining residential properties.

It is noted that the development complies with majority of the design principles, as demonstrated in the attachments to this report.

The development is compliant with Clause 55, responding to site context and site circumstances, while respecting the existing and preferred neighbourhood character envisaged by Clause 22.09.

Recommendation Summary

As assessed, officers consider this proposal to be highly compliant with all of the relevant provisions of the Greater Dandenong Planning Scheme. All grounds of objection have been considered, and Council Officers are of the view that on balance, the proposal's degree of compliance with the Planning Scheme justifies that the application should be supported. Therefore, it is recommended that a **Notice of Decision** (which provides appeal rights to objectors) to grant a permit be issued subject to the conditions as set out in the recommendation.

If the application was to be appealed to VCAT, it is the officer's view that it is highly likely that VCAT would also issue a planning permit for this proposal.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)**Subject Site and Surrounds****Subject Site**

- The subject site is located on the east side of Shepreth Avenue in an established residential area of Noble Park;
- The site is orientated to the north with a rectangular shaped site of approximately 16.15 metres wide and a depth of 42.67 metres equating to a total size of 689 square metres;
- A single width crossover is located to the northern side of the frontage connecting to Shepreth Avenue;
- The site currently has a single storey weatherboard detached dwelling, a large covered decking area and a brick garage in the north east corner of the site.

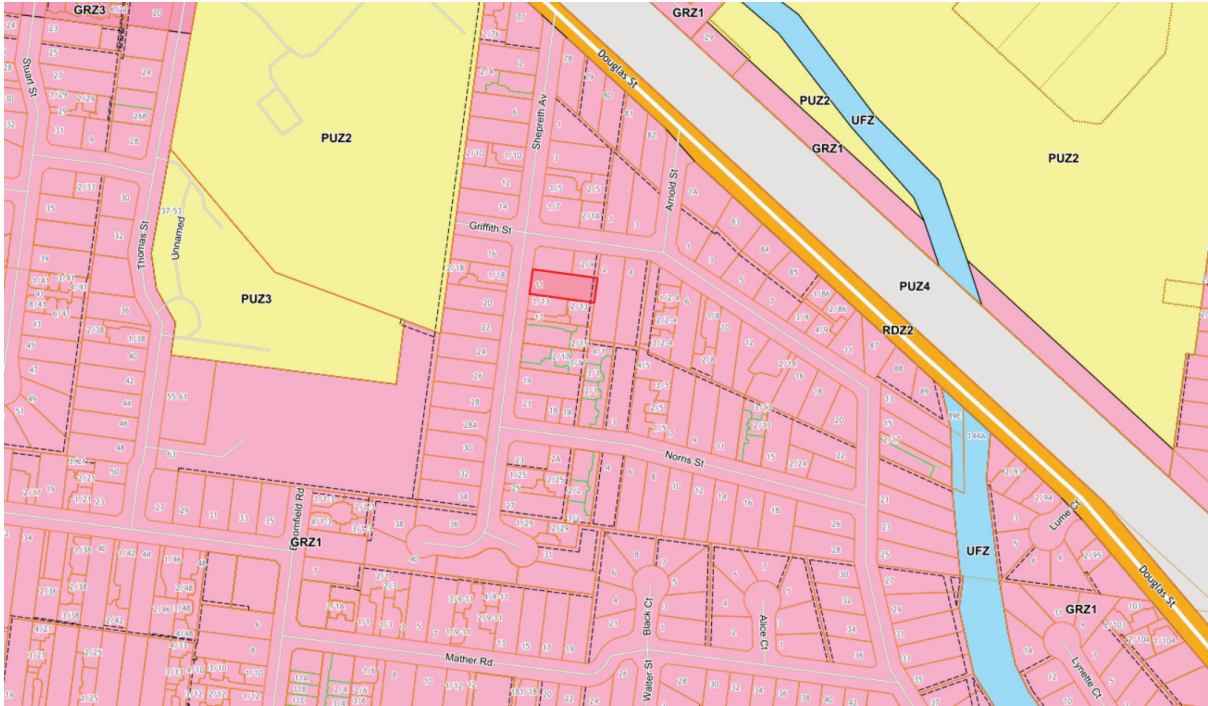
Surrounding Area

- The subject site is located within an established residential area containing a predominant character of single storey detached dwellings on a lot;
- The built form is generally single storey with an incremental increase of multi-unit developments of a double storey form emerging along Bloomfield Road, Norris Street and Rich Street, all within a 100 metre radius of the site;
- The Noble Park Activity Centre is located approximately 500 metres to the north-west as the crow flies;
- The site is located within a proximity of the following community services:
 - 400 metres from Yarraman Train Station;
 - 800 metres from Noble Park Train Station;
 - 1,200 metres from Eastlink; and
 - 320 metres from Mile Creek reserve, bike path and pedestrian walking path.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Locality Plan

Background



Previous Applications

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

Subject Application

Proposal

The application proposes the development of the land for three (3) double storey dwellings.

The details of the proposal are as follows:

Type of proposal	Multi-dwelling development
Number of dwellings	Three (3) dwellings in total
Levels	Double storey
Height	Maximum height of 6.98 metres

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Orientated to	Each of the three dwellings are orientated towards Shepreth Avenue
External materials	Ground floor: Face brick First floor: Render and horizontal fibre cement cladding
Setbacks	West (front): 7.5 metres minimum setback East (rear): 2.53 metre South (side): Carport wall on boundary North(side): garage wall on boundary
Private open space type	Ground floor private open space Dwelling one (1) A total area of 119.2 square metres to the front and side of the dwelling, including an area of secluded private open space of 30 square metres to the rear with a minimum dimension of 5 metres and convenient access to the main living area Dwelling two (2) A total area of 50.2 square metres provided to the front and rear of the dwelling, including an area of secluded private open space of 39 square metres with a minimum dimension of 5 metres and convenient access to the main ground floor living area Dwelling three (3) A total area of 68.39 square metres provided to the front and rear of the dwelling, including an area of secluded private open space of 35 square metres with a minimum dimension of 5 metres and convenient access to the main ground floor living area
Number of bedrooms per dwelling	Dwellings one (1) and three (3) each have three bedrooms Dwelling two (2) is provided with two bedrooms
Number of car parking spaces required	One (1) car parking space required for each one or two bedroom dwelling.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	Two (2) car parking spaces required for each three or more bedroom dwelling. A total of five (5) car parking spaces are required.
Number of car parking spaces provided	A total of five (5) car parking spaces are provided for the dwellings.
Type of car parking	Dwelling one (1), and three (3) are each provided with a single garage or carport and tandem car space. Dwelling two (2) is provided with a single garage.
Access	One crossover is proposed to be connected to Shepreth Avenue along the south of the site's frontage.
Front fence	900mm front fence is proposed.
Garden area required	35% as the site is over 650sqm
Garden area provided	245.19 square metres or 35.56%

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Victorian Charter of Human Rights and Responsibilities

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

Financial Implications

No financial resources are impacted by this report.

Planning Scheme and Policy Frameworks

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

- Under Clause 32.08-6 (General Residential Zone) to construct two (2) or more dwellings on a lot.

The relevant controls and policies are as follows:

Zoning Controls

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

The purpose of the General Residential Zone outlined at Clause 32.08-6 is:

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

Pursuant to Clause 32.08-6 a permit is required to construct two or more dwellings on a lot. The development must also provide a minimum garden area of 35% pursuant to Clause 32.08-4 as the lot exceed 650 square metres.

It is noted that within Schedule 1 to the zone, varied requirements of Clause 55 are set out as follows:

- Standard B6 (Minimum Street Setback) – As per B6 or 7.5 metres, whichever is the lesser;
- Standard B9 (Permeability) – Minimum of 30%; [only valid for GRZ1, not GRZ2];
- Standard B13 (Landscaping) – 70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees [only valid for GRZ1, not GRZ2];
- Standard B28 (Private Open Space) – An area of 50 square metres of ground level, private open space, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling with a minimum area of 30 square metres, and a minimum dimension of 5 metres and convenient access from a living room; or a balcony with a minimum

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

area of 10 square metres with a minimum width of 2 metres and convenient access from a living room; and

- Standard B32 (Front Fence Height) – Maximum 1.5 metre height in streets in Road Zone Category 1, 1.2 metre maximum height for other streets

Overlay Controls

No overlays affect the subject site or surrounding area.

State Planning Policy Framework

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

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

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

Settlement (Clause 11)

Settlement is outlined at Clause 11, with Clause 11.02 relating to Managing Growth. The objective of this Clause include:

- *To ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.*

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Built Environment and Heritage (Clause 15)

Planning should promote excellence in the built environment and create places that:

- *Are enjoyable, engaging and comfortable to be in.*
- *Accommodate people of abilities, ages and cultures.*
- *Contribute positively to local character and sense of place.*
- *Reflect the particular characteristics and cultural identity of the community.*
- *Enhance the function, amenity and safety of the public realm.*

Housing (Clause 16)

Clause 16 – Housing – contains the following relevant objectives:

- *Planning should provide for housing diversity, and ensure the efficient provision of supporting infrastructure.*
- *Planning should ensure the long term sustainability of new housing, including access to services, walkability to activity centres, public transport, schools and open space.*
- *Planning for housing should include the provision of land for more affordable housing.*

Clause 16.01-3S – Housing Diversity – contains the following strategies:

- *Ensure housing stock matches changing demand by widening housing choice.*
- *Facilitate diverse housing that offers choice and meets changing household needs through:*
 - *A mix of housing types.*
 - *Adaptable internal dwelling design.*
 - *Universal design.*
- *Encourage the development of well-design medium-density housing that:*
 - *Respects the neighbourhood character.*
 - *Improves housing choice.*
 - *Makes better use of existing infrastructure.*
 - *Improves energy efficiency of housing.*
- *Support opportunities for a range of income groups to choose housing in well serviced locations.*
- *Ensure planning for growth areas provides for a mix of housing types through a variety of lot sizes, including higher housing densities in and around activity centres.*

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 18 - Transport

Clause 18.01-1S - Land use and transport planning – contains the following relevant strategies:

- *Plan urban development to make jobs and community services more accessible by:*
 - *Ensuring access is provided to developments in accordance with forecast demand, taking advantage of all available modes of transport and to minimise adverse impacts on existing transport networks and the amenity of surrounding areas.*

Local Planning Policy Framework

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

The MSS is contained within Clause 21 of the Scheme. The MSS at **Clause 21.02** focuses on the **Municipal Profile**, within which the following is noted:

- *There is considerable diversity within Greater Dandenong's housing stock. Most housing stock is between 30 to 50 years old, though there are some areas with dwellings in excess of 100 years old. Areas of newer housing are located in the north-east and central southern areas, with in-fill development occurring across the municipality (Clause 21.02-3).*
- *Higher density housing is generally located in proximity to railway stations and major shopping centres, in particular in central Dandenong (Clause 21.02-3).*
- *Whilst there is a clear pre-dominance of single detached dwellings, there are a range of other types of dwellings including dual occupancies, villa-units, town houses and apartments. The highest concentration of older villa units and apartments and more recent multi-unit redevelopments have occurred around central Dandenong, Springvale and Noble Park activity centres (Clause 21.02-4).*
- *With diverse cultural groups that call Greater Dandenong home, there are certain distinct precincts that are emerging that have their own character. Their built form is characterised by buildings with flat unarticulated facades, prominent balconies, limited frontage/side setbacks, limited or no landscaping (Clause 21.02-4).*

A **Vision for Greater Dandenong** is outlined at **Clause 21.03**. The vision is that Greater Dandenong will be a municipality where housing diversity and choice is promoted in its various attractive neighbourhoods.

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 21.04-1 Housing and community

- *Greater Dandenong's population is expected to rise by 22 percent, from 147,000 to 179,000 in the decade to 2024, placing pressure on transport networks, infrastructure, services and public open space.*
- *Approximately 9,950 new households will need to be accommodated across the municipality by 2024 (Greater Dandenong Housing Strategy 2014-2024).*
- *Increases in housing density must be balanced by adequate provision of open space, good urban design and improvements to the public realm.*
- *Encourage the provision of housing that is adaptable to support the needs of the changing needs of present and future residents.*
- *Encourage new residential development that incorporates adequate space for the planting and the long term viability of safe retention of canopy trees.*
- *Respect the valued, existing neighbourhood character within incremental and minimal change areas.*

Clause 21.05-1 Urban Design, character, streetscapes and landscapes – contains the following relevant objectives and strategies:

- *To facilitate high quality building design and architecture.*
 - *Ensure building design is consistent with the identified future character of an area and fully integrates with surrounding environment.*
 - *Encourage high standards of building design and architecture, which allows for flexibility and adaptation in use.*
 - *Encourage innovative architecture and building design.*
 - *Encourage development to incorporate sustainable design elements that enhance occupant comfort and environmental performance*
- *To facilitate high quality development, which has regard for the surrounding environment and built form.*
 - *Promote views of high quality landscapes and pleasing vistas from both the public and private realm.*
 - *Promote all aspects of character – physical, environmental, social and cultural.*
 - *Encourage planting and landscape themes, which complement and improve the environment.*
 - *Encourage developments to provide for canopy trees.*
 - *Recognising valued existing neighbourhood character and promoting identified future character as defined in the Residential Development and Neighbourhood Character Policy at Clause 22.09.*

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

- *To protect and improve streetscapes*
 - *Ensure that new developments improve streetscapes through generous landscape setbacks and canopy tree planting.*
 - *Ensure landscaping within private property that complements and improves the streetscapes and landscaping of public areas.*
- *To ensure landscaping that enhances the built environment*
 - *Encourage new developments to establish a landscape setting, which reflects the local and wider landscape character.*
 - *Encourage landscaping that integrates canopy trees and an appropriate mix of shrubs and ground covers and complements and integrates with existing or proposed landscaping in public areas.*

Clause 22.09 – Residential Development & Neighbourhood Character Policy – contains the following objectives at Clause 22.09-2:

- *To guide the location and design of different types of residential development within Greater Dandenong, having regard to State and local planning policies, while respecting the valued characteristics and identified future character of residential neighbourhoods.*
- *To ensure that new residential development is consistent with the identified future character and preferred built form envisaged for the three Future Change Areas.*
- *To provide certainty about which areas are identified for, or protected from, increased residential development consistent with the purpose of the applicable zone.*
- *To facilitate high quality, well designed residential development and on-site landscaping.*
- *To promote a range of housing types to accommodate the future needs of the municipality's changing population.*
- *To ensure that residential development uses innovative, responsive and functional siting and design solutions that:*
 - *Achieve high quality internal amenity and private open space outcomes for future residents;*
 - *Make a positive contribution to the streetscape through quality design, contextual responsiveness and visual interest;*
 - *Promote public realm safety by maximising passive surveillance.*
 - *Demonstrate responsiveness to the site, adjoining interfaces, streetscape and landscape context;*
 - *Respect the amenity of adjoining residents and the reasonable development potential of adjoining properties;*
 - *Achieve environmentally sustainable design outcomes;*

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

- *Use quality, durable building materials that are integrated into the overall building form and façade; and*
- *Minimise the visual dominance of vehicle accessways and storage facilities, such as garages, car ports and basement entrances.*

Clause 22.09-3.1 (Design Principles) provides design principles, which apply to all Future Change Areas.

Clause 22.09-3.3 (Incremental Change Areas) provides design principles, some of which also relate to the variances to the requirements of standards to Clause 55 under the schedule to the General Residential Zone. The guidelines are as follows:

- *Preferred housing type – The preferred housing type for the Incremental Change Area is medium density.*
- *Building Height – The preferred maximum building height for land within the GRZ1 and GRZ2 is up to 2 storeys, including ground level.*
- *Landscaping – Residential development should use landscaping to create a landscaped character, particularly canopy trees in front and rear gardens; and to protect the outlook of adjoining properties.*
- *Setbacks, front boundary and width – Parking, paving and car access within the front boundary setback should be limited in order to maximise the opportunity for soft landscaping and prevent the over dominance of carport and garages in the street.*
- *Private Open Space – Residential development should provide secluded private open space at the side or rear of each dwelling to avoid the need for excessive screening or high front fencing.*
- *Bulk – Residential development should:*
 - *Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;*
 - *Provide separation between dwellings at upper level;*
 - *Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;*
 - *Position more intense and higher elements of built form towards the front and centre of a site, transitioning to single storey elements to the rear of the lot.*
- *The rearmost dwelling on a lot should be single storey to ensure the identified future character of the area and the amenity of adjoining properties is respected by maximising landscaping opportunities and protecting adjoining private secluded open space.*
- *Two storey dwellings to the rear of a lot may be considered where:*
 - *The visual impact of the building bulk does not adversely affect the identified future character of the area;*
 - *Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties;*

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

- *The building bulk does not adversely affect the planting and future growth of canopy trees to maturity;*
- *Sufficient side and rear boundary landscaping can be provided to screen adjoining properties;*
- *Upper storey components are well recessed from adjoining sensitive interfaces.*
- *Residential development should be well articulated through the use of contrast, texture, variation in forms, materials and colours.*

Particular Provisions

Car Parking (Clause 52.06)

The purposes of this provision, Clause 52.06, are:

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

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

The required spaces are identified in the table to Clause 52.06-5. Clause 52.06-3 further notes that a permit may be granted to reduce or waive the number of car spaces required by the table.

The table at Clause 52.06-5 notes that a dwelling with 1 or 2 bedrooms requires 1 car space and a dwelling with 3 or more bedrooms requires 2 spaces to each dwelling.

Car parking is to be designed and constructed in accordance with the requirements of Clause 52.06-9 and 52.06-11 of the Scheme.

Two or more dwellings on a lot and residential buildings (Clause 55)

Pursuant to Clause 55 of the Greater Dandenong Planning Scheme, the provisions of this Clause apply to an application:

- *To construct two or more dwellings on a lot.*

The purposes of this clause are:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

A development:

- *Must meet all of the objectives of this clause.*
- *Should meet all of the standards of this clause*

If a zone or a schedule to a zone specified a requirement of a standard different from a requirement set out in this clause, the requirement in the zone or a schedule to the zone applies.

General Provisions

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

Restrictive Covenants

No encumbrances registered on title.

Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. In accordance with the commitment in Council's Annual Plan, all applications are considered on their merits.

Diversity (Access & Equity)

It is not considered that the proposal raises any diversity issues affecting the planning assessment of this application.

Community Safety

It is considered that there would be no adverse community safety implications in permitting the proposal subject to strict conditions on any planning permit issued.

Safe Design Guidelines

Consideration of the relevant requirements of these Guidelines has been undertaken within the Assessment of this application.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Referrals

The application was not required to be referred to any external referral authorities pursuant to Section 55 of the Planning and Environment Act 1987.

Internal

The application was internally referred to Council's Arborist, ESD, Traffic and Civil Development for their consideration. The comments provided will be considered in the assessment of the application.

Internal Referrals	
Bushland & Garden (Arborist)	No objections, subject to conditions on permit relating to the installation of tree protection fencing prior to the commencement of development to ensure retention of neighbouring trees to the east and north of the site as well as the street tree.
Civil Development	No objections, subject to conditions on permit.
ESD	No objections, subject to conditions on permit requiring ESD measures to be shown on the condition 1 plans as well as a modified Sustainable Design Assessment (SDA).
Traffic	No objections.

Advertising

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

- Sending notices to the owners and occupiers of adjoining land.
- Placing one (1) sign facing Shepreth Avenue.

The notification has been carried out correctly.

Council has received four (4) objections to date.

The location of the objectors is shown in Attachment 2.

Summary of Grounds of Submissions/Objections

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

- **Traffic and parking**

Concerns have been raised with respect to an increase in car parking, street congestion and limited on-street availability. All of the required on-site car parking spaces have been provided in accordance with Clause 52.06 and the proposal complies with the design principals to Clause

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

52.06-9 with respect to on-street parking and traffic congestion as only one crossover is provided. Furthermore, the application was referred to Council's internal traffic engineer who raised no objection to the proposal. It is therefore considered that the proposal will not result in unacceptable traffic and parking issues.

- **Overdevelopment of the site**

The proposal of three (3) double storey dwellings is considered to be in keeping with the local policy of Clause 22.09 Residential Development and Neighbourhood Character for a site located within an Incremental Change Area. There is an emerging composition of multi-unit developments in the immediate surrounding area with double storey built form fronting neighbouring sites. This can be seen along Shepreth Avenue and the surrounding streets of Norris Street, Bloomfield Road and Mather Road. As the proposal has accommodated each dwelling with an appropriate response to areas of open space, setbacks and landscaping, it is considered that the subject site is suitable for this type of development and the proposal is not an overdevelopment of the site.

- **Privacy**

Concern was raised on the level of privacy and security to the areas of private open space to the adjoining lot east of the subject site. The application has been fully assessed against Clause 55.04-6 - Overlooking to determine the amenity impacts of the development on adjoining sites. The proposal complies with the standard and objective by providing obscured glass and highlight windows 1.7 metres above the finished floor level to the upper floor, limiting views into existing secluded private open space and habitable room windows. Due to the slope of the land to the rear of the site as well as the provision of the deck in the secluded private open space of Unit 3, the existing 1.8m fence line does not result in compliance with Standard B22 – Overlooking (refer to east elevation). A condition has been added requiring the provision of a 2.1 metre high paling boundary fence to the eastern boundary to ensure the existing and proposed areas of private open space to accord with Standard B22 – Overlooking.

- **Tree impact**

Concern was raised regarding the impact of the development on the tree to the east. A referral to Council's arborist was undertaken, confirming that tree protection zone (TPZ) impacts outlined within the Arborist report are acceptable provided protection measures are adhered to. Conditions have been included to require the tree protection measures to be adhered to, ensuring that the tree will not be destroyed due to the development.

Assessment

The subject site is located within an established residential area and is well suited for medium density housing given that the site is located in within easy walking distance of many community facilities.

The design of the dwellings is in keeping with the neighbourhood character and the first-floor setbacks limit visual bulk impacts on adjacent properties and on the streetscape. Although the development adopts double storey elements to the rear of the site, this is considered acceptable in this instance

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

due to the orientation and layout of the upper floor of the rear dwelling, being quite small with generous upper floor setbacks from ground floor level and articulation, ensuring minimal impact to adjoining sensitive residential interfaces from all sides.

The application has been referred to Council's Arborist for comment as the proposed development has the potential to impact on neighbouring trees and a street tree. Council's Arborist responded with the condition that the encroachments caused by the development are acceptable subject to tree protection conditions which have been included on the permit.

As required by the residential zone that applies to this site, the proposed development has been assessed against the provisions of Clause 55 (full assessment attached as Appendix 5) of the Greater Dandenong Planning Scheme and the schedule to the residential zone. The use of the land for accommodation (dwellings) is as of right. The proposed development has also been assessed against Clause 52.06 (full assessment in attachment 4) and Clause 22.09 (full assessment attached as Appendix 3) of the Greater Dandenong Planning Scheme. The proposal fully complies with all requirements of these clauses, with the only clause to be further discussed being:

Clause 22.09-3.3– Bulk & Built Form

Relevant design principal:

Residential development in the GRZ1 and GRZ2 should: provide separation between dwellings at the upper level; retain spaces of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space; position more intense and higher elements of built form towards the front and centre of a site, transitioning to single storey elements to the rear of the lot. Within the GRZ1 and GRZ2 the rearmost dwelling on a lot should be single storey to ensure the identified future character of the area and the amenity of adjoining properties is respected by maximising landscaping opportunities and protecting adjoining private secluded open space.

Two storey dwellings to the rear of a lot in the GRZ1 and GRZ2 may be considered where: the visual impact of the building bulk does not adversely affect the identified future character of the area; overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties; the building bulk does not adversely affect the planting and future growth of canopy trees to maturity; sufficient side and rear boundary landscaping can be provided to screen adjoining properties; and upper storey components are well recessed from adjoining sensitive interfaces.

The proposal has appropriately responded to the neighbourhood character in terms of building height through the use of pitched tiled roof forms which are consistent with other existing dwellings both new and old within the street and the surrounding area. Furthermore, the three double storeys proposed consisting of substantial first floor setbacks from ground floor level and property boundaries to allow a suitable transition to the neighbouring open space/ garden area on the adjacent residential properties. The proposal provides separation between dwellings at the upper level, retains open space for landscaping and private open space, and ensures visual impact of the building bulk (2 storey to the rear of lot) does not adversely affect the identified future character of the area or result in any detrimental overlooking or overshadowing.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)**Clause 22.06 – Environmentally Sustainable Development**

The proposal complies with the requirements of Clause 22.06 by providing a Sustainable Design Assessment (SDA), a Built Environment Sustainability Scorecard (BESS) and a Stormwater Calculation, all completed by qualified professionals.

The provided BESS score complies with a score of 52% for best practice encompassing the full life of the build and identifying the methods used for the best environmental performance outcome. Having regard to the sites opportunities and restraints, the proposal has included the necessary water tanks, and roof catchment areas, sufficient energy star ratings for fixtures, heating and cooling systems and double glazed habitable room windows.

BESS Information Summary		Project Overall Score: 52%		
		Fail	Best Practice	Design Excellence
Dwelling Type: Non-residential		(<49%)	(50-69%)	(>70%)
BESS Category	Score	Initiatives		
Management	0%			
		Nil		
Water	66%			
		Rainwater tank capacity of 2,000L per dwelling connected to: Landscape irrigation, toilet flushing		
		Moderate WELS star rated water fittings, fixtures and appliances		
		Portable water consumption reduced by 44% compared to same building following minimum standards		
Energy	50%			
		Information not available in report		
		Estimated greenhouse gas emissions reduced by 66% compared to same building following minimum standards		
Stormwater	100%			
		Stormwater design meets industry best practice requirements through incorporation of rainwater collection and re-use and permeable paving		

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Indoor Environment Quality	60%	
		All habitable rooms are designed to achieve natural cross flow ventilation
		Double glazing is used to all habitable windows
Transport	50%	
Waste	50%	
		Facilities are provided for on-site management of food and garden waste
Urban Ecology	37%	
		At least 20% of the site to be covered with vegetation
Innovation	0%	
		Nil

Conclusion

The proposed development of three (3) double storey dwellings is considered acceptable and is of an appropriate design response in terms of height, scale, setbacks, private open space, car parking and landscaping with minimal amenity impacts on the adjoining residential properties and surrounding area.

The application has been assessed against the relevant sections of the Greater Dandenong Planning Scheme, including the Planning Policy Framework, Local Planning Policy Framework and Municipal Strategic Statement as set out in this assessment. It is considered that the application complies with these policies and it is therefore recommended that a Notice of Decision to grant a permit be issued.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)**Recommendation**

That Council resolves to issue a Notice of Decision to grant a permit in respect of the land known and described as No 11 Shepreth Avenue, Noble Park, for the development of the land into three (3) double storey dwellings, in accordance with the plans submitted with the application subject to the following conditions:

1. **Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended plans must be generally in accordance with the plans submitted and assessed with the application but modified to show:**
 - 1.1. **The provision of a minimum 2.1m freestanding screen or fence along the eastern boundary.**
 - 1.2. **The provision of sensor lights above garages and dwelling entries.**
 - 1.3. **Annotation of the end use of the rainwater tank connection (toilet flushing and laundry) in accordance with the submitted Sustainable Design Assessment.**
 - 1.4. **Annotation of the provision of double glazing to all habitable areas in accordance with the submitted Sustainable Design Assessment.**
 - 1.5. **Any relevant changes associated with the revised Sustainable Design Assessment pursuant to Condition 5.**
 - 1.6. **The provision of tree protection measures shown on the plans in accordance with Condition 6.**

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

2. **Before the approved development starts, and before any trees or vegetation are removed, an amended landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended landscape plan must be prepared by a person or firm with suitable qualifications to the satisfaction of the Responsible Authority. The amended landscape plan must be generally in accordance with the landscape plan submitted with the application but modified to show:**
 - 2.1. **plans to accord with Condition 1 of this permit;**

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

- 2.2. the site at a scale of 1:100/200, including site boundaries, existing and proposed buildings, neighbouring buildings, car parking, access and exit points, indicative topography and spot levels at the site corners, existing and proposed vegetation, nature strip trees, easements and landscape setbacks;
- 2.3. details of the proposed layout, type and height of fencing;
- 2.4. legend of all plant types, surfaces, materials and landscape items to be used including the total areas of garden and lawn;
- 2.5. a plant schedule giving a description of botanical name, common name, mature height and spread, pot size, purchase height (if a tree) and individual plant quantities;
- 2.6. any paving or deck areas within the secluded open space area of the proposed dwelling on a permeable base;
- 2.7. the Tree Protection Zones of all retained trees, including the currently excluded street tree, along with tree protection requirements as required by Condition 6.
- 2.8. at least one (1) advanced canopy tree with a minimum planting height of 1.5 metres within the secluded open space areas of each dwelling;
- 2.9. shrubbery plantings, with a maximum mature height of 1 metre, along the northern, western and eastern boundary;

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

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

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

3. Except with the prior written consent of the Responsible Authority, the layout of the land and the size, design and location of the buildings and works permitted must always accord with the endorsed plan and must not be altered or modified.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

4. **Except with the prior written consent of the Responsible Authority, the approved building must not be occupied until all buildings and works and the conditions of this permit have been complied with.**

5. **Prior to the endorsement of plans under condition 1, the applicant must submit a revised Sustainable Design Assessment (SDA) to the satisfaction of the Responsible Authority. The revised SDA must be in accordance with the design initiatives and commitments included in the SDA (prepared by Frater, dated 29/09/2021) but modified to include:**
 - 5.1. **Submission of a preliminary energy rating assessment (NatHERS) rating for each dwelling that achieves an energy rating of minimum 6 Stars.**
 - 5.2. **The energy rating reports must be included in the appendix of the SDA and energy rating results included in the energy section of the BESS tool.**

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

6. **Prior to the commencement of the development, the trees marked Trees 2 and 4 in the Arboricultural Report prepared by Treetec (September 2021) and the street tree fronting 11 Shepreth Avenue must have Tree Protection Zones (TPZ) fences installed to the satisfaction of the Responsible Authority. All TPZ's must meet the following requirements in addition to those outlined in Section 4.3 and 4.4 of the endorsed Arboricultural Report:**
 - 6.1. **Each TPZ fence must be installed prior to the commencement of any demolition, excavation, tree removal, delivery of building/construction materials, temporary buildings and construction.**
 - 6.2. **The TPZ fence shall not be removed until such works have been fully completed.**
 - 6.3. **Each TPZ must extend to the Tree Protection Zone as outlined in the endorsed Arboricultural Report (Treetec, September 2021), calculated as being a radius of 12 times the Diameter at Breast Height (DBH –measured at 1.4 metres above ground level as defined by the Australian Standard AS 4970.2009).**

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

- 6.4. Council owned street tree not included within the report must have a TPZ of 2.0m installed.**
- 6.5. If works are shown on any endorsed plans of this permit within the calculated TPZ, the Tree Protection Fencing must be taken in only the minimum amount necessary to allow the works to be completed.**
- 6.6. Any excavation within the TPZ must be approved and supervised by a qualified Arborist.**
- 6.7. Any roots encountered during supervised excavation must be documented with photographic evidence to the satisfaction of the Responsible Authority and only pruned at the discretion and direction of the qualified Arborist.**
- 6.8. Areas within the TPZ must not be used:**
 - 6.8.1. for vehicular or pedestrian access, no trenching or soil excavation is to occur.**
 - 6.8.2. for storage or dumping of tools, equipment, materials or waste is to occur.**
 - 6.8.3. for storage of any vehicles, machinery, equipment or other materials.**
- 7. Provision must be made for the drainage of the site including landscaped and pavement areas, all to the satisfaction of the Responsible Authority.**
- 8. Stormwater discharge is to be retained on site to the pre-development level of peak stormwater discharge, to the satisfaction of the Responsible Authority.**
- 9. Before the approved building is occupied, all piping and ducting above the ground floor storey of the building, except downpipes, must be concealed to the satisfaction of the Responsible Authority.**
- 10. Standard concrete vehicular crossing/s must be constructed to suit the proposed driveway/s in accordance with the Council's standard specifications. Any vehicle crossing no longer required must be removed and the land, footpath and kerb and channel reinstated, to the satisfaction of the Responsible Authority.**

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

11. **Except with the prior written consent of the Responsible Authority, floor levels shown on the endorsed plan/s must not be altered or modified.**
12. **Before the approved building is occupied, the development must be provided with external lighting capable of illuminating access to each garage, car parking space and pedestrian walkway. Lighting must be located, directed and shielded to the satisfaction of the Responsible Authority so as to prevent any adverse effect outside the land.**
13. **Before the approved building is occupied, the obscure glazing to the windows shown on the endorsed plans must be provided through frosted glass or similarly treated glass. Adhesive film or similar removable material must not be used.**

All glazing must at all times be maintained to the satisfaction of the Responsible Authority.

14. **Before the approved building is occupied, the privacy screens and other measures to prevent overlooking as shown on the endorsed plans must be installed to the satisfaction of the Responsible Authority.**

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

15. **Before the approved building is occupied, all boundary walls in the development must be constructed, cleaned and finished to the satisfaction of the Responsible Authority.**

16. **This permit will expire if:**

16.1. The development or any stage of it does not start within two (2) years of the date of this permit, or

16.2. The development or any stage of it is not completed within four (4) years of the date of this permit.

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

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

Permit Notes

- A Building Approval is required prior to the commencement of the approved development. This planning permit does not constitute any building approval.
- Approval of any retention system within the property boundary is required by the relevant building surveyor.
- Before commencement of the development occurs, the applicant should contact the City of Greater Dandenong's Civil Development and Design Unit regarding legal point of discharge, new crossings, building over easements, etc.
- As this is an established site, the proposed internal drainage should be connected to the existing legal point of discharge. The applicant may apply for local drainage information, if available; otherwise on site verification should be undertaken by the applicant.
- A Vehicle Crossing Permit must be obtained from Council for all vehicular crossings prior to construction of the crossings. You may be required to apply for a Asset Protection Permit from Council's engineering services. Queries regarding engineering requirements can be directed to Council's general phone number on 8571 1000.
- No buildings or works shall be constructed over any easement without the written consent of the relevant authorities.

This permit has been granted on the basis that consent to build over any easement will be obtained from the relevant authority. If consent is not able to be obtained, the development plan will be required to be amended.

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 11 SHEPRETH AVENUE, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0418)**

ATTACHMENT 1

SUBMITTED PLANS

PAGES 9 (including cover)

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

BUILDING AREA:	
DEVELOPMENT SUMMARY & GROSS BUILDING AREA:	
RESIDENTIAL BUILDING AREA	1,100.00
COMMERCIAL BUILDING AREA	0.00
INDUSTRIAL BUILDING AREA	0.00
TOTAL	1,100.00
GROSS BUILDING AREA (UNIT):	
RESIDENTIAL	1,100.00
COMMERCIAL	0.00
INDUSTRIAL	0.00
TOTAL	1,100.00
PRIVATE OPEN SPACE:	
RESIDENTIAL	150.00
COMMERCIAL	0.00
INDUSTRIAL	0.00
TOTAL	150.00
DWELLING MIX:	
DWELLING TYPE 1 (1-2 BED ROOMS)	1 (1 CARSPACE ALLOCATED)
DWELLING TYPE 2 (3-4 BED ROOMS)	1 (1 CARSPACE ALLOCATED)
TOTAL	2
STORAGE ALLOCATION:	
DWELLING TYPE 1 (1-2 BED ROOMS)	1 (1 CARSPACE ALLOCATED)
DWELLING TYPE 2 (3-4 BED ROOMS)	1 (1 CARSPACE ALLOCATED)
TOTAL	2

SITE CHARACTERISTICS

- A - SITE WALLS APPLIED FROM THE NORTH WEST CORNER OF THE SITE
- B - ADJACENT OPEN SPACE TO BE RESTRICTED FROM DEVELOPMENT & OVERSHADOWING
- C - VEGETATION TO BE MAINTAINED & PROTECTED TO REMAIN
- D - CLEARANCE OF SITE FOR EACH LOT TO BE BY WAY OF A BRIDGE GARAGE
- E - PRIVATE OPEN SPACE AS APPROPRIATELY PROVIDED TO EACH LOT
- F - SURVEILLANCE OF SHEPRETH STREET POSSIBLE FROM FRONT LOT

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PROPOSED STREETSCAPE ELEVATION

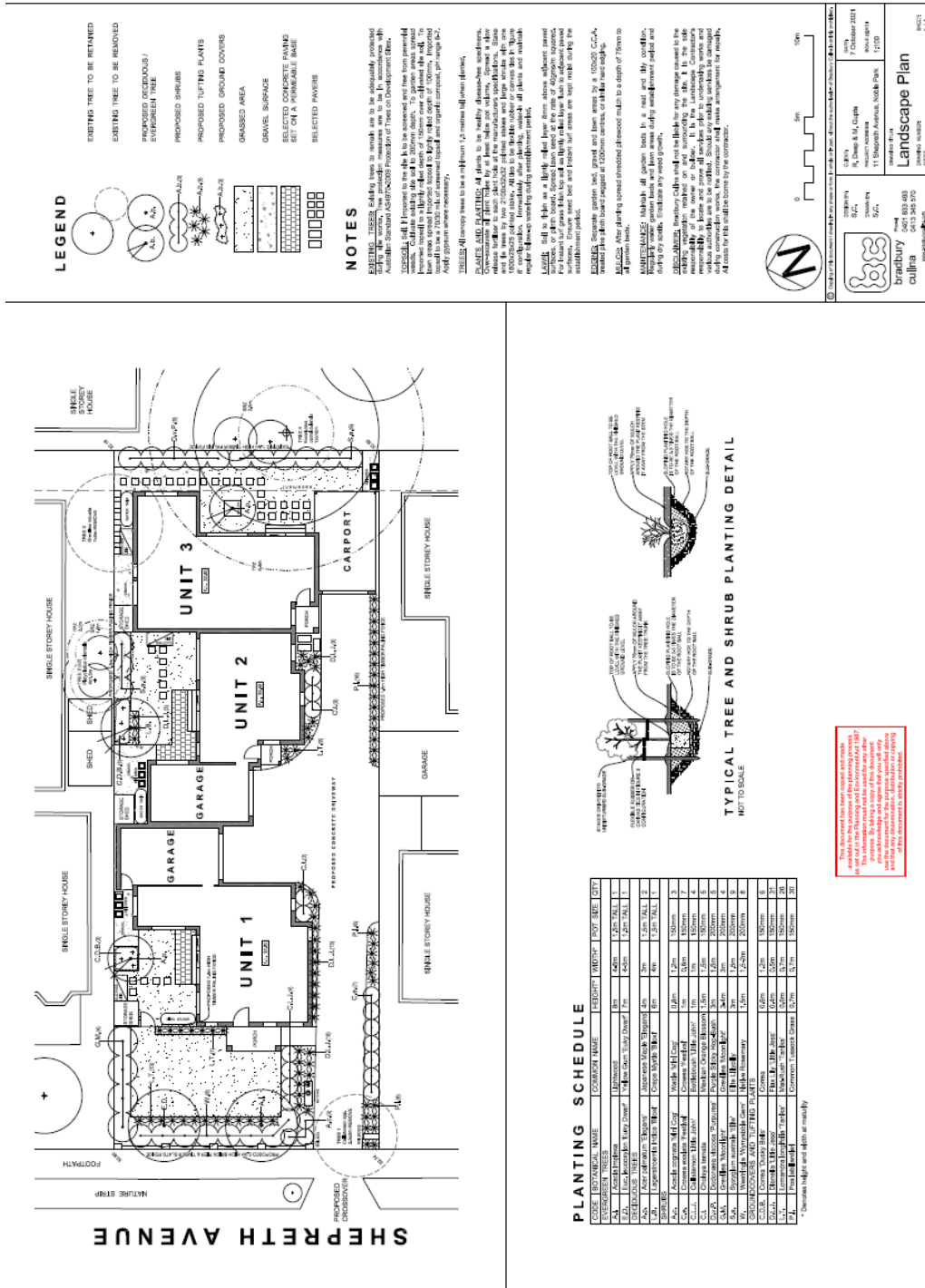
Jaco Maric
 ARCHITECT & DESIGNER
 e. rompop@gmail.com
 t. 0427176675

REVISION: R02
 SEPTEMBER 2021

PROPOSAL:
 3X DOUBLE STOREY DWELLINGS
 AT 11 SHEPRETH AVENUE NOBLE PARK

E200 ON A1 | DRAWN BY RCHT

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)



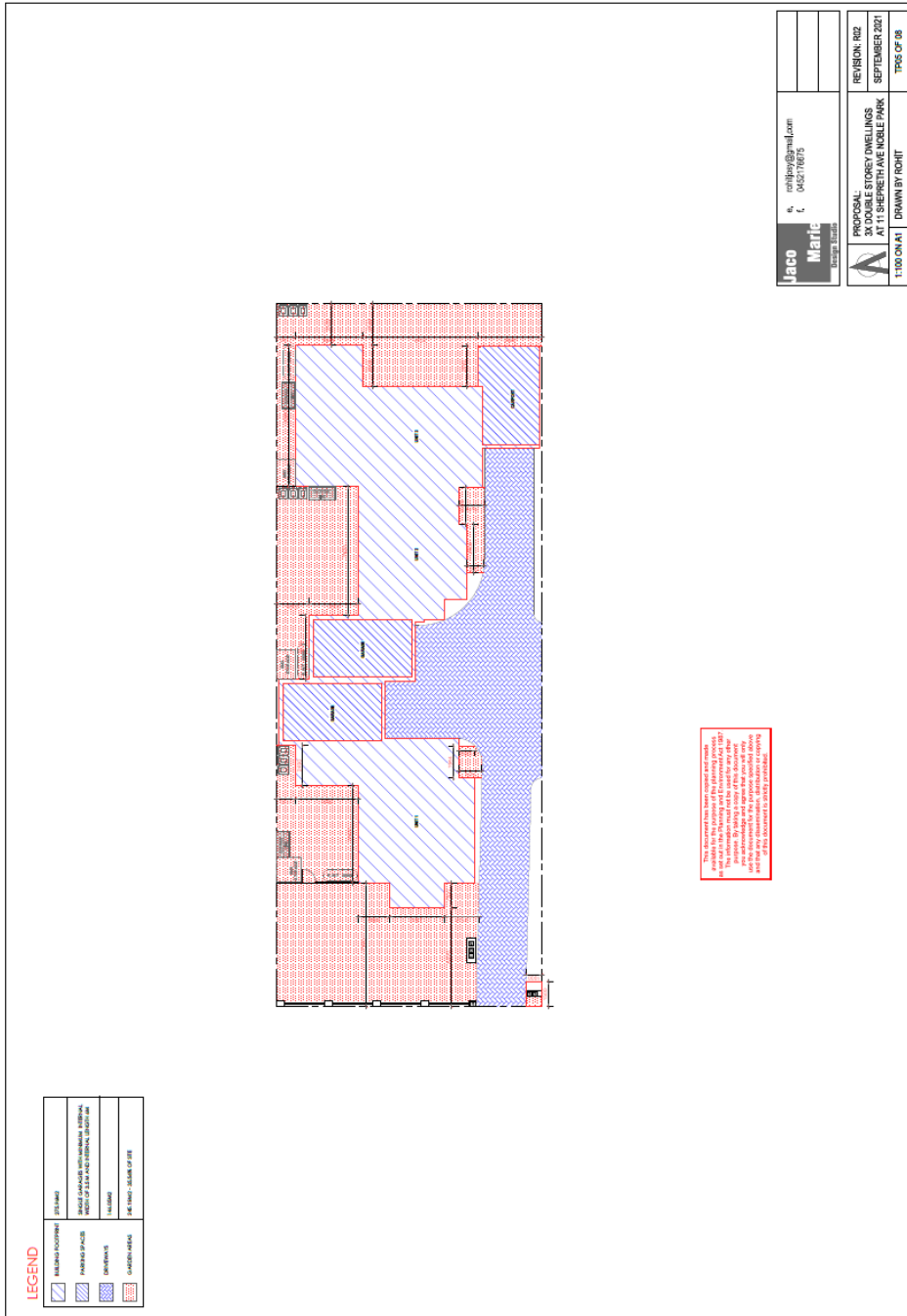
2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)



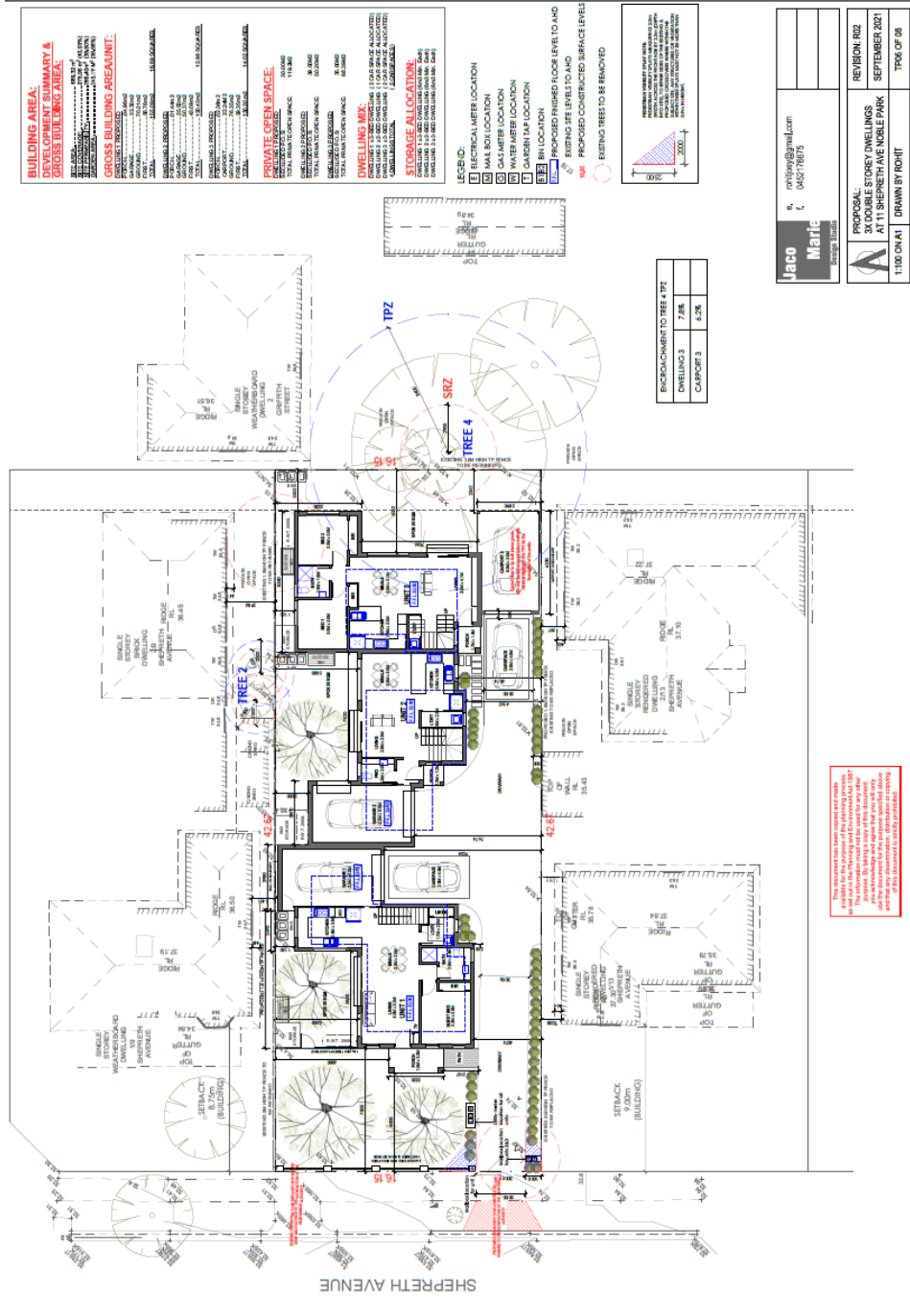
SHADOW DIAGRAMS

ORDINARY COUNCIL MEETING - AGENDA

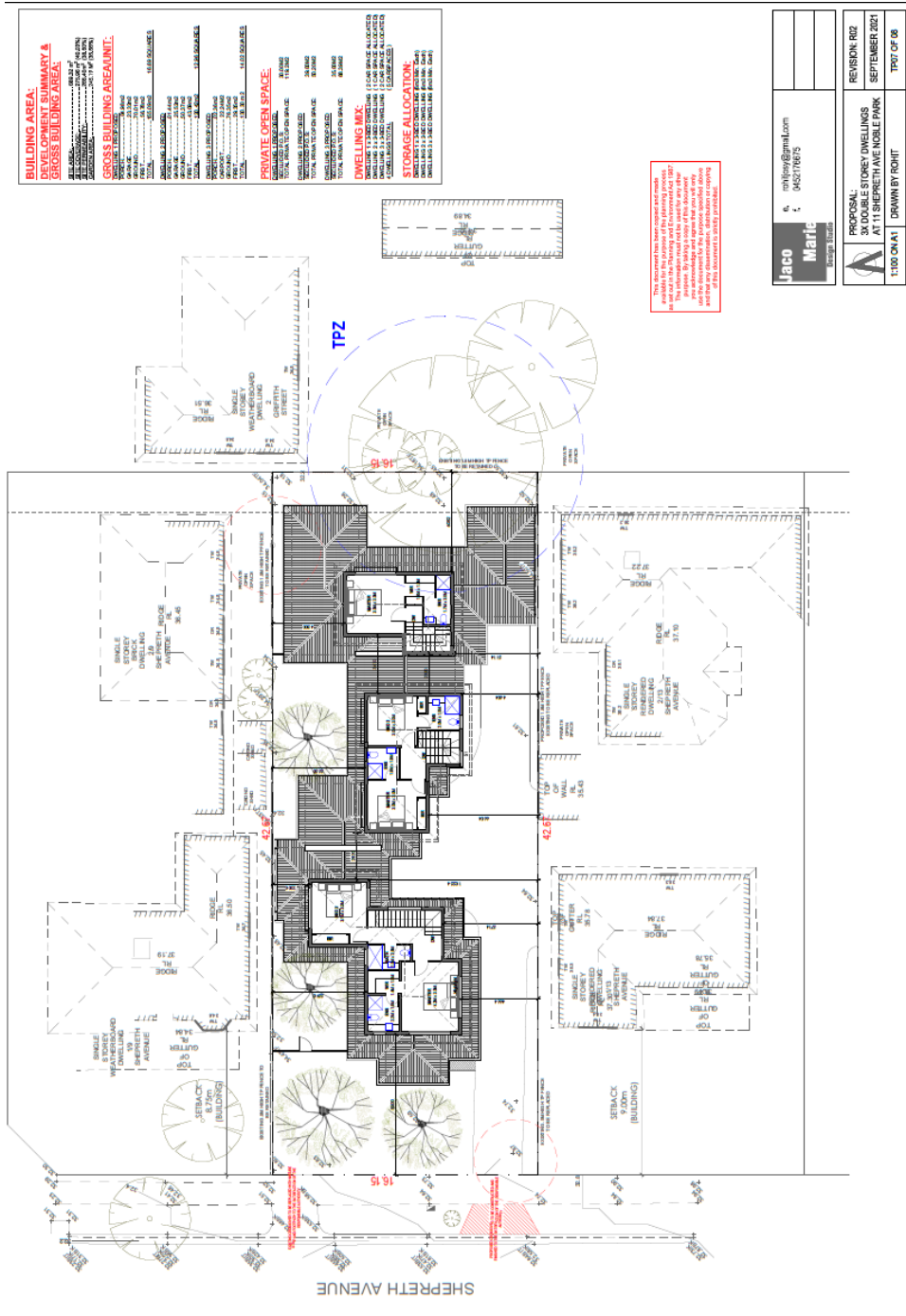
2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)



2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)



2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)



BUILDING AREA: DEVELOPMENT SUMMARY & GROSS BUILDING AREA:

ALL AREAS	188.00 SQM
PERMITTED AREAS	188.00 SQM
EXCLUDED AREAS	0.00 SQM
TOTAL	188.00 SQM

GROSS BUILDING AREA:

AREA	188.00 SQM
TOTAL	188.00 SQM

PRIVATE OPEN SPACE:

AREA	188.00 SQM
TOTAL	188.00 SQM

DWELLING MIX:

TYPE	NO.
1.0 ROOM AND BATH	1
2.0 ROOM AND BATH	1
3.0 ROOM AND BATH	1
4.0 ROOM AND BATH	1
5.0 ROOM AND BATH	1
TOTAL	5

STORAGE ALLOCATION:

TYPE	NO.
1.0 ROOM AND BATH	1
2.0 ROOM AND BATH	1
3.0 ROOM AND BATH	1
4.0 ROOM AND BATH	1
5.0 ROOM AND BATH	1
TOTAL	5

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Jaco Marie
 ARCHITECTS

enquiries@jaco.com.au
 0432 786762

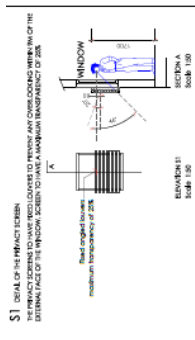
PROPOSAL:
 3X DOUBLE STOREY DWELLINGS
 AT 11 SHEPRETH AVE NOBLE PARK

REVISION: R102
 SEPTEMBER 2021

T100/0418 | DRAWN BY: RHT

TYPED OF: 08

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

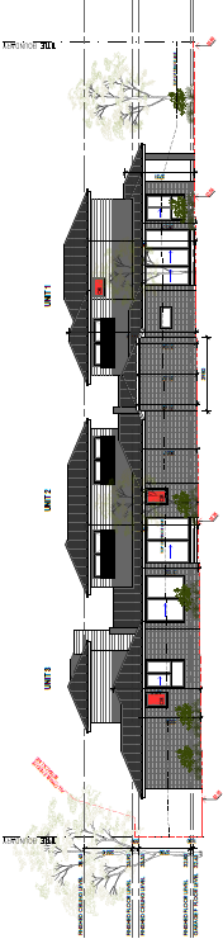
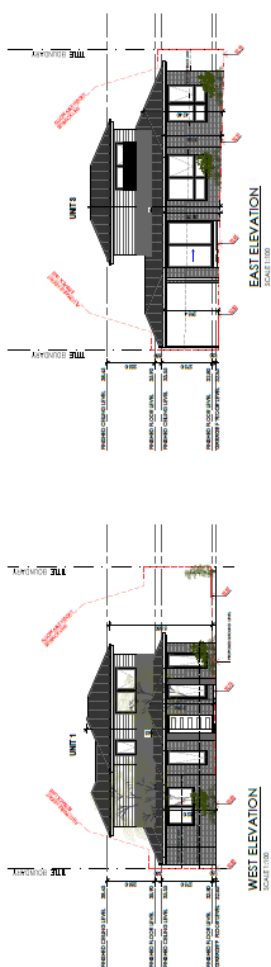


FINISHES SCHEDULE

BACK BRICK	WHITE BRICK WITH GREY MORTAR JOINTS
ROOFING ON DURABLE FIBRE CONCRETE CLADDING	CLULLA BELVOIR
TWO-BRAND PROFILE MET CONCRETE CLADDING	WHITE
MEAL BOOD SHEET	MONUMENT
FOUR PANELS	WHITE
CELLULOSIC SHEET	MONUMENT
MONUMENT	MONUMENT

- GR - OBSERVED CLADDING (NOT PAI)
- P - PRED CLADDING
- ALL STREET FACING WINDOWS AND DOOR FRAMES TO BE FINISHED WITH WHITE MORTAR JOINTS
- ALL STREET FACING DOORS AND WINDOWS OF UNIT 1 TO BE FINISHED WITH WHITE MORTAR JOINTS
- ALL STREET FACING WINDOWS TO HAVE TONGUE AND GROOVE FINISH
- BACK TO BE FINISHED IN BURNETT COLOR
- GARAGE DOORS TO BE FINISHED IN GREY COLOUR
- PROPOSED FIRE CLUT
- PROPOSED FIRE FILL

Jaco Marie ARCHITECTURE	
e. rdh@jaco.com.au t. 0452719675	
PROPOSAL: 3X DOUBLE STOREY DWELLINGS AT 11 SHEPRETH AVE NOBLE PARK	REVISION: R02 SEPTEMBER 2021
1:100 ON A1	DRAWN BY: R011



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2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 11 SHEPRETH AVENUE, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0418)**

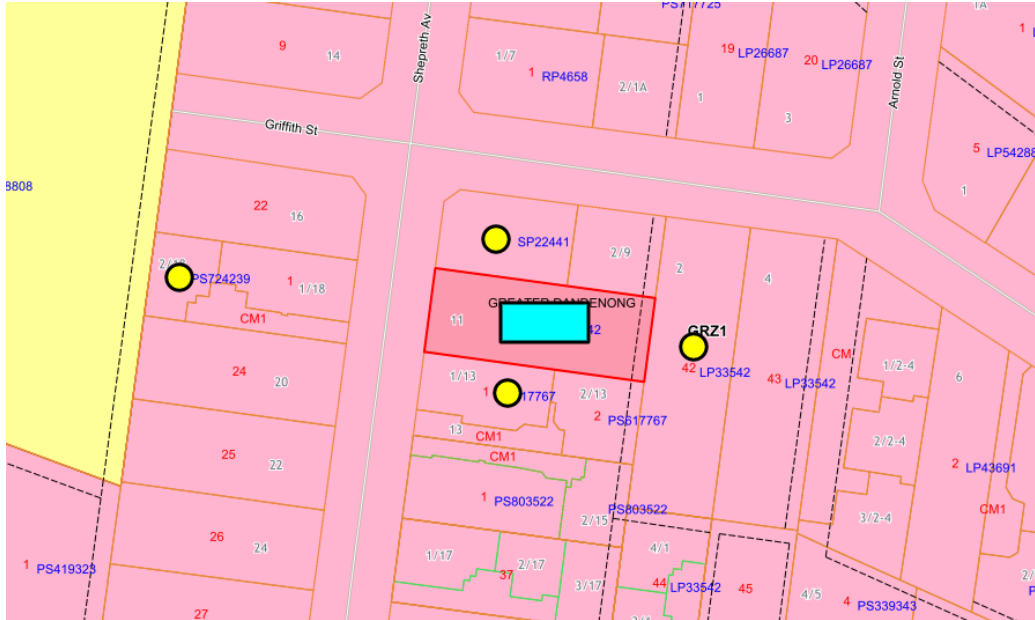
ATTACHMENT 2

LOCATION OF OBJECTORS



PAGES 2 (including cover)

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)



Map Legend:

Subject Site	
Location of objectors	

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 11 SHEPRETH AVENUE, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0418)**

ATTACHMENT 3

CLAUSE 22 ASSESSMENT

PAGES 9 (including cover)

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Assessment Table for Clause 22

Clause 22.09-3.1 Design Principles for all residential developments

Title / Objective	Principles	Principle met/Principle not met/NA
Safety	To encourage the provision of safer residential neighbourhoods, new development should enable passive surveillance through designs that:	
	Incorporate active frontages including ground floor habitable room windows.	<p>✓ Principle met Active frontages have been incorporated with ground floor habitable room windows</p>
	Maximise the number of habitable room windows on all levels of residential buildings that overlook the public realm, streets, laneways, internal access ways and car parking areas.	<p>✓ Principle met Both ground and first floor have habitable room windows oriented to the street and internal accessway</p>
	Use semi-transparent fences to the street frontage.	<p>✓ Principle met Low 900mm front fence proposed</p>
	Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.	<p>✓ Principle met Security lighting conditioned to be provided to each respective porch and garage</p>
	Ensure that all main entrances are visible and easily identifiable from the street.	<p>✓ Principle met Each entry would be visible from Shepreth Ave</p>
	Locate non-habitable rooms such as bathrooms, away from entrances and street frontage.	<p>✓ Principle met</p>
Landscaping	Residential development should:	
	Provide substantial, high quality on-site landscaping, including screen planting and canopy trees along ground level front and side and rear boundaries.	<p>✓ Principle met A landscape plan has been provided demonstrating substantial tree planting in accordance with this design principle</p>
	Provide substantial, high quality landscaping along vehicular accessways.	<p>✓ Principle met Low level planting is provided either side of the accessway</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	<p>Include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area.</p>	<p>✓ Principle met At least one substantial canopy tree to each front setback and ground level secluded private open space area.</p>
	<p>Planting trees that are common to and perform well in the area.</p>	<p>✓ Principle met</p>
	<p>Avoid the removal of existing mature trees by incorporating their retention into the site design.</p>	<p>✓ Principle met No permit is required for the removal of the trees.</p>
	<p>Use landscaping to soften the appearance of the built form when viewed from the street and to respect the amenity of adjoining properties.</p>	<p>✓ Principle met The proposal has provided for adequate canopy tree provision along the frontage and in SPOS areas to soften built form.</p>
	<p>Ensure that landscaping also addresses the Safety Design Principles.</p>	<p>✓ Principle met</p>
	<p>Canopy trees should be planted in well proportioned setbacks/private open space that are sufficient to accommodate their future growth to maturity.</p>	<p>✓ Principle met Appropriate setbacks have been provided which will allow existing and future canopy trees to grow to full maturity.</p>
	<p>Landscaping should minimise the impact of increased storm water runoff through water sensitive urban design and reduced impervious surfaces.</p>	<p>✓ Principle met</p>
	<p>Landscaping should be sustainable, drought tolerant, and include indigenous species and be supported through the provision of rainwater tanks.</p>	<p>✓ Principle met Water tanks has been provided in the rear SPOS areas</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Car parking	<p>The existing level of on-street car parking should be maintained by avoiding second crossovers on allotments with frontage widths less than 17 metres.</p> <p>On-site car parking should be:</p> <ul style="list-style-type: none"> Well integrated into the design of the building, Generally hidden from view or appropriately screened where necessary, Located to the side or rear of the site so as to not dominate the streetscape and to maximise soft landscaping opportunities at ground level. <p>Where car parking is located within the front setback it should be:</p> <ul style="list-style-type: none"> Fully located within the site boundary; and Capable of fully accommodating a vehicle between a garage or carport and the site boundary. <p>Developments with basement car parking should consider flooding concerns where applicable.</p>	<p>✓ Principle met Single crossover proposed</p> <p>✓ Principle met Garages are located to the side of each dwelling and are considered well integrated into the design of the building.</p> <p>✓ Principle met</p> <p>NA Basement parking not proposed</p>
Setbacks, front boundary and width	<p>Residential developments should:</p> <p>Provide a front setback with fence design and height in keeping with the predominant street pattern.</p> <p>Maintain the apparent frontage width pattern.</p> <p>Provide appropriate side setbacks between buildings to enable screen planting where required, and at least one generous side setback to enable the retention of trees and/or the planting and future growth of trees to maturity.</p> <p>Provide open or low scale front fences to allow a visual connection between landscaping in front gardens and street tree planting.</p>	<p>✓ Principle met</p> <p>✓ Principle met</p> <p>✓ Principle met Setbacks would allow for tree planting.</p> <p>✓ Principle met Low 900mm fence proposed.</p>
Private open space	<p>All residential developments should provide good quality, useable private open space for each dwelling directly accessible from the main living area.</p>	<p>✓ Principle met All dwellings would be provided with good quality useable private open space, that exceed the requirements of Standard B28 (Private open space objective).</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	<p>Ground level private open space areas should be able to accommodate boundary landscaping, domestic services and outdoor furniture so as to maximise the useability of the space.</p> <p>Private open space should be positioned to maximise solar access.</p> <p>Upper floor levels of the same dwelling should avoid encroaching secluded private open space areas to ensure the solar access, useability and amenity of the space is not adversely affected.</p> <p>Upper level dwellings should avoid encroaching the secluded private open space of a separate lower level dwelling so as to ensure good solar access and amenity for the lower level dwelling.</p> <p>All residential developments should respect the dominant façade pattern of the streetscape by:</p> <ul style="list-style-type: none"> Using similarly proportioned roof forms, windows, doors and verandahs; and Maintaining the proportion of wall space to windows and door openings. <p>Balconies should be designed to reduce the need for screening from adjoining dwellings and properties.</p> <p>The development of new dwellings to the rear of existing retained dwellings is discouraged where:</p> <ul style="list-style-type: none"> The siting of the retained dwelling would not enable an acceptable future site layout for either the proposed or future dwelling; or The retention of the existing dwelling detracts from the identified future character. <p>On sites adjacent to identified heritage buildings, infill development should respect the adjoining heritage by:</p> <ul style="list-style-type: none"> Not exceeding the height of the neighbouring significant building; Minimising the visibility of higher sections of the new building; and Setting higher sections back at least the depth of one room from the frontage. <p>Residential development should:</p> <p>Preserve the amenity of adjoining dwellings through responsive site design that considers the privacy, solar access and outlook of adjoining properties.</p>	<p>✓ Principle met SPOS areas provided can suitably accommodate boundary landscaping, domestic services and outdoor furniture.</p> <p>✓ Principle met SPOS is located on the north side of the development</p> <p>✓ Principle met The upper floors do not encroach on the ground level SPOS</p> <p>NA Apartments not proposed</p> <p>✓ Principle met</p> <p>NA Balconies not proposed</p> <p>NA Existing dwelling to be demolished</p> <p>NA No heritage building on the site or on adjoining land.</p>
Bulk & Built Form		
Site Design		<p>✓ Principle met The proposed design is responsive to abutting lots, no issues identified within the Clause 55 assessment with regard to overlooking and overshadowing</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	<p>Maximise thermal performance and energy efficiency of the built form by addressing orientation, passive design and fabric performance</p> <p>Ensure that building height, massing articulation responds sensitively to existing residential interfaces, site circumstances, setbacks and streetscape and reduces the need for screening.</p> <p>Provide sufficient setbacks (including the location of basements) to ensure the retention of existing trees and to accommodate the future growth of new trees.</p> <p>Provide suitable storage provisions for the management of operational waste</p> <p>Appropriately located suitable facilities to encourage public transport use, cycling and walking.</p> <p>Residential development should:</p> <p>Use quality, durable building materials and finishes that are designed for residential purposes.</p> <p>Avoid the use of commercial or industrial style building materials and finishes.</p> <p>Avoid using materials such as rendered cement sheeting, unarticulated surfaces and excessive repetitive use of materials.</p> <p>Use a consistent simple palette of materials, colours finishes and architectural detailing.</p> <p>Maximise the ongoing affordability and sustainability of residential developments through the selection of low maintenance, resource and energy efficient materials and finishes that can be reasonably expected to endure for the life of the building.</p> <p>In order to minimise the impact of domestic and building services on the streetscape, adjacent properties, public realm and amenity of future residents, new residential development should:</p>	<p>✓ Principle met The proposed design is responsive to abutting lots, no issues identified within the Clause 55 assessment with regard to overlooking and overshadowing</p> <p>✓ Principle met The first floor has substantial setbacks from the rear and has been sensitively sited to the existing residential interfaces</p> <p>✓ Principle met Appropriate setbacks provided, which allow for trees to grow to full maturity</p> <p>✓ Principle met Bins appropriately located within the rear SPOS areas, provided with convenient access to the front of the site</p> <p>✓ Principle met</p> <p>✓ Principle met Materials of face brick, and render are suited to residential development.</p> <p>✓ Principle met Materials are suited to residential development</p> <p>✓ Principle met A mix of materials, finishes and articulates are proposed</p> <p>✓ Principle met</p> <p>✓ Principle met Materials are suited to residential development</p>
Materials & Finishes		
Domestic services normal		

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

To a dwelling and Building services	<p>Ensure that all domestic and building services are visually integrated into the design of the building and appropriately positioned or screened so as to not be seen from the street or adjoining properties.</p> <p>Be designed to avoid the location of domestic and building services:</p> <ul style="list-style-type: none"> • Within secluded private open space areas, including balconies; and • Where they may have noise impacts on adjoining habitable rooms and secluded private open space areas. 	<p>✓ Principle met</p> <p>✓ Principle met Site services are located within the primary SPOS areas, however, large SPOS are proposed – exceeding the requirement of Standard B28.</p>
Internal Amenity	<p>Residential development should:</p> <p>Ensure that dwelling layouts have connectivity between the main living area and private open space.</p> <p>Be designed to avoid reliance on borrowed light to habitable rooms.</p> <p>Ensure that balconies and habitable room windows are designed and located to reduce the need for excessive screening.</p> <p>Ensure that dwellings without ground level main living areas meet the Standards of Clauses 55.03-5, 55.04-1, 6 & 7, 55.05-3, 4 & 5.</p>	<p>✓ Principle met Living room and POS for each dwelling is connected.</p> <p>✓ Principle met Windows are provided to all habitable rooms and would not rely on borrow light.</p> <p>✓ Principle met Balconies not proposed</p> <p>✓ Principle met Ground level living proposed</p>

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

Principles		Principle met/Principle not met/NA
Titles & Objectives		
Preferred housing type	The preferred housing type for the Incremental Change Area is medium density.	✓ Principle met The proposal is a medium density development.
Building Height	The preferred maximum building height for land within the GRZ1 and GRZ2 is up to 2 storeys, including ground level.	✓ Principle met The proposed development is 2 storey.
Landscaping	Residential development should use landscaping to create a landscaped character, particularly canopy trees in front and rear gardens; and to protect the outlook of adjoining properties	✓ Principle met The proposed landscape plan submitted demonstrates the development is capable of providing a landscape outcome consistent with that sought with this design principle.
Setbacks, front boundary and width	Parking, paving and car access within the front boundary setback should be limited in order to maximise the opportunity for soft landscaping and prevent the over dominance of carports and garages in the street.	✓ Principle met Parking and paving within the frontage is limited to one single crossover and a small pathway from the driveway to dwelling 1.
Private open space	Residential development should provide secluded private open space at the side or rear of each dwelling to avoid the need for excessive screening or high front fencing.	✓ Principle met Private open space is located at the rear of each dwelling
Bulk & Built Form	Residential development should: Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape; Provide separation between dwellings at the upper level;	✓ Principle met The design of the development is well articulated and landscaping includes canopy trees at the front, side and rear of the site ✓ Principle met A minimum of 2.3m is provided between the upper levels of all the dwellings.
	Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;	✓ Principle met

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	<p>Position more intense and higher elements of built form towards the front and centre of a site, transitioning to single storey elements to the rear of the lot.</p> <p>The rearmost dwelling on a lot should be single storey to ensure the identified future character of the area and the amenity of adjoining properties is respected by maximising landscaping opportunities and protecting adjoining private secluded open space.</p> <p>Two storey dwellings to the rear of a lot may be considered where:</p> <ul style="list-style-type: none"> • The visual impact of the building bulk does not adversely affect the identified future character of the area; • Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties; • The building bulk does not adversely affect the planting and future growth of canopy trees to maturity; • Sufficient side and rear boundary landscaping can be provided to screen adjoining properties; • Upper storey components are well recessed from adjoining sensitive interfaces. <p>Residential development should be well articulated through the use of contrast, texture, variation in forms, materials and colours.</p>	<p>✓ Principle met The first floors have been substantially setback from the rear boundaries and ground floor levels towards the rear ensuring the more intense and higher elements are located at the front and middle of the site</p> <p>✓ Principle met The proposed built form is respectful of the scale of existing prevailing built or character in the surrounding context. The proposal provides separation between dwellings at the upper level, retains open space for landscaping and private open space, and ensures visual impact of the building bulk (2 storey to the rear of lot) does not adversely affect the identified future character of the area or result in any detrimental overlooking or overshadowing.</p> <p>✓ Principle met The development would be provided with a mixed of materials and is a high standard</p>
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Note: Other requirements also apply. These can be found at the schedule to the applicable zone.

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 11 SHEPRETH AVENUE, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0418)**

ATTACHMENT 4

CLAUSE 52 ASSESSMENT

PAGES 6 (including cover)

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Assessment Table - Clause 52

Clause 52.06-9 Design standards for car parking

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

Design Standards	Assessment	Requirement met/Requirement not met/NA
Design standard 1 - Accessways	Accessways must:	✓ Standard met
	• Be at least 3 metres wide.	Each accessway is a minimum of 3 metres wide
	• Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.	✓ Standard met
	• Allow vehicles parked in the last space of a dead-end accessway in public car parks to exit in a forward direction with one manoeuvre.	NA
	• Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.	✓ Standard met No overhead obstructions
	• If the accessway serves four or more car spaces or connects to a road in a Road Zone, the accessway must be designed to that cars can exit the site in a forward direction.	✓ Standard met
	• Provide a passing area at the entrance at least 5 metres wide and 7 metres long if the accessway serves ten or more car parking spaces and is either more than 50 metres long or connects to a road in Road Zone.	NA
	• Have a corner splay or area at least 50 percent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent entry or exit lane where more than one lane is provided, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height.	✓ Standard met Splays have been provided
	If an accessway to four or more car parking spaces is from land in a Road Zone, the access to the car spaces must be at least 6 metres from the road carriageway.	✓ Standard met
	If entry to the car space is from a road, the width of the accessway may include the road.	NA

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	Design of new internal streets in developments must maximise on street parking opportunities.	NA
Design standard 6: Safety	Car parking must be well lit and clearly signed.	✓ Standard met
	The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.	✓ Standard met
	Pedestrian access to car parking areas from the street must be convenient.	✓ Standard met
	Pedestrian routes through car parking areas and building entries and other destination points must be clearly marked and separated from traffic in high activity parking areas.	✓ Standard met
Design standard 7: Landscaping	The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.	✓ Standard met
	Landscaping and trees must be planted to provide shade and shelter, soften the appearance of ground level car parking and aid in the clear identification of pedestrian paths.	✓ Standard met
	Ground level car parking spaces must include trees planted with flush grilles. Spacing of trees must be determined having regard to the expected size of the selected species at maturity.	✓ Standard met

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 11 SHEPRETH AVENUE, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0418)**

ATTACHMENT 5

CLAUSE 55 ASSESSMENT

PAGES 39 (including cover)

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

Clause 55.02-1 Neighbourhood character objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B1	<p>The design response must be appropriate to the neighbourhood and the site.</p> <p>The proposed design response must respect the existing or preferred neighbourhood character and respond to the features of the site.</p>	<p>✓ Standard met See Clause 22.09 assessment.</p> <p>✓ Standard met See Clause 22.09 assessment.</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The neighbourhood and site description.</p> <p>The design response.</p>	
Objectives	<p>To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.</p> <p>To ensure that development responds to the features of the site and the surrounding area.</p>	

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.02-2 Residential policy objectives

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.02-3 Dwelling diversity objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B3	Developments of ten or more dwellings should provide a range of dwelling sizes and types, including: <ul style="list-style-type: none"> • Dwellings with a different number of bedrooms. • At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level. 	N/A Less than 10 dwellings proposed.
Objective	To encourage a range of dwellings sizes and types in developments of ten or more dwellings.	

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.02-4 Infrastructure objectives

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.02-5 Integration with the street objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B5	<p>Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.</p> <p>Developments should be oriented to front existing and proposed streets.</p> <p>High fencing in front of dwellings should be avoided if practicable.</p> <p>Development next to existing public open space should be laid out to complement the open space.</p>	<p>✓ Standard met</p> <p>✓ Standard met Dwellings are oriented to Shepreth Avenue</p> <p>✓ Standard met Low front fence of 900mm proposed.</p> <p>NA The subject site does not adjoin any existing public open space area</p>
Decision Guidelines	<p>Any relevant urban design objective, policy or statement set out in this scheme. The design response.</p>	
Objective	<p>To integrate the layout of development with the street.</p>	

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-1 Street setback objective

Title & Objective	Standards			Standard Met/Standard Not Met/NA															
<p>Standard B6</p>	<p>Walls of buildings should be set back from streets at least the distance specified in a schedule to the zone: RGZ: 5 metres or as per Table B1, whichever is the lesser. GRZ: 7.5 metres or as per Table B1, whichever is the lesser. NRZ: As per Table B1. Table B1 Street setback</p> <table border="1" data-bbox="443 898 1189 1624"> <thead> <tr> <th data-bbox="443 1350 496 1624">Development context</th> <th data-bbox="443 1126 496 1350">Minimum setback from front street (metres)</th> <th data-bbox="443 898 496 1126">Minimum setback from a side street (metres)</th> </tr> </thead> <tbody> <tr> <td data-bbox="496 1350 632 1624"> There is an existing building on both the abutting allotments facing the same street, and the site is not on a corner. </td> <td data-bbox="496 1126 632 1350"> The average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 9 metres, whichever is the lesser. </td> <td data-bbox="496 898 632 1126"> Not applicable </td> </tr> <tr> <td data-bbox="632 1350 751 1624"> There is an existing building on one abutting allotment facing the same street and no existing building on the other abutting allotment facing the same street, and the site is not on a corner. </td> <td data-bbox="632 1126 751 1350"> The same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. </td> <td data-bbox="632 898 751 1126"> Not applicable </td> </tr> <tr> <td data-bbox="751 1350 831 1624"> There is no existing building on either of the abutting allotments facing the same street, and the site is not on a corner. </td> <td data-bbox="751 1126 831 1350"> 6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets. </td> <td data-bbox="751 898 831 1126"> Not applicable </td> </tr> <tr> <td data-bbox="831 1350 1189 1624"> The site is on a corner. </td> <td data-bbox="831 1126 1189 1350"> If there is a building on the abutting allotment facing the front street, the same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. If there is no building on the abutting allotment facing the front street, 6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets. </td> <td data-bbox="831 898 1189 1126"> Front walls of new development fronting the side street of a corner site should be setback at least the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 3 metres, whichever is the lesser. Side walls of new development on a corner site should be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 2 metres, whichever is the lesser. </td> </tr> </tbody> </table>			Development context	Minimum setback from front street (metres)	Minimum setback from a side street (metres)	There is an existing building on both the abutting allotments facing the same street, and the site is not on a corner.	The average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 9 metres, whichever is the lesser.	Not applicable	There is an existing building on one abutting allotment facing the same street and no existing building on the other abutting allotment facing the same street, and the site is not on a corner.	The same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser.	Not applicable	There is no existing building on either of the abutting allotments facing the same street, and the site is not on a corner.	6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.	Not applicable	The site is on a corner.	If there is a building on the abutting allotment facing the front street, the same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. If there is no building on the abutting allotment facing the front street, 6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.	Front walls of new development fronting the side street of a corner site should be setback at least the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 3 metres, whichever is the lesser. Side walls of new development on a corner site should be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 2 metres, whichever is the lesser.	<p>Standard met ✓ Standard met 7.5m front setback provided</p>
Development context	Minimum setback from front street (metres)	Minimum setback from a side street (metres)																	
There is an existing building on both the abutting allotments facing the same street, and the site is not on a corner.	The average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 9 metres, whichever is the lesser.	Not applicable																	
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2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme. The design response. Whether a different setback would be more appropriate taking into account the prevailing setbacks of existing buildings on nearby lots. The visual impact of the building when viewed from the street and from adjoining properties. The value of retaining vegetation within the front setback.</p>	
<p>Objective</p>	<p>To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.</p>	

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-2 Building height objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B7</p>	<p>The maximum building height should not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land.</p> <p>RGZ: 13.5 metres discretionary maximum (refer Clause 32.07-8 for details)</p> <p>GRZ: 11 metres / 3 storeys mandatory maximum (refer Clause 32.08-9)</p> <p>NRZ: 9 metres / 2 storeys mandatory maximum (refer Clause 32.09-9)</p> <p>If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres, unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum building height should not exceed 10 metres.</p> <p>Changes of building height between existing buildings and new buildings should be graduated.</p>	<p>✓ Standard met</p> <p>Maximum height of 6.98 metres and two (2) storeys</p> <p>N/A</p> <p>✓ Standard met</p>
<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>Any maximum building height specified in the zone, a schedule to the zone or an overlay applying to the land.</p> <p>The design response.</p> <p>The effect of the slope of the site on the height of the building.</p> <p>The relationship between the proposed building height and the height of existing adjacent buildings.</p> <p>The visual impact of the building when viewed from the street and from adjoining properties.</p>	
<p>Objective</p>	<p>To ensure that the height of buildings respects the existing or preferred neighbourhood character</p>	

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-3 Site coverage objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B8</p>	<p>The site area covered by buildings should not exceed:</p> <ul style="list-style-type: none"> The maximum site coverage specified in a schedule to the zone, or If no maximum site coverage is specified in a schedule to the zone, 60 per cent. <p>RGZ1: 70% RGZ2: 70% RGZ3: 70% GRZ1: 60% (none specified) GRZ2: 60% (none specified) NRZ1: 50%</p>	<p>✓ Standard met Site coverage is 275.96sqm or 40.03%</p>
<p>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development or the features of the site.</p> <p>The site coverage of adjacent properties</p> <p>The effect of the visual bulk of the building and whether this is acceptable in the neighbourhood.</p>	
<p>Objective</p>	<p>To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.</p>	

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-4 Permeability objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B9</p>	<p>The site area covered by the pervious surfaces should be at least:</p> <ul style="list-style-type: none"> The minimum areas specified in a schedule to the zone, or If no minimum is specified in a schedule to the zone, 20 per cent of the site. <p><u>RGZ1: 20%</u> <u>RGZ2: 20% (none specified)</u> <u>RGZ3: 20% (none specified)</u> <u>GRZ1: 30%</u> <u>GRZ2: 20% (none specified)</u> <u>NRZ1: 40%</u></p>	<p>Standard met ✓ Standard met 265.4sqm or 38.5%</p>
<p>Decision Guidelines</p>	<p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development.</p> <p>The capacity of the drainage network to accommodate additional stormwater.</p> <p>The capacity of the site to absorb run-off.</p> <p>The practicality of achieving the minimum site coverage of pervious surfaces, particularly on lots of less than 300 square metres.</p>	
<p>Objectives</p>	<p>To reduce the impact of increased stormwater run-off on the drainage system.</p> <p>To facilitate on-site stormwater infiltration.</p>	

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-5 Energy efficiency objectives

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-6 Open space objective

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-7 Safety objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B12	<p>Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways.</p> <p>Planting which creates unsafe spaces along streets and accessways should be avoided.</p> <p>Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.</p> <p>Private spaces within developments should be protected from inappropriate use as public thoroughfares.</p>	<p>Standard met Each respective entrance is oriented to Shepreth Avenue</p> <p>Standard met Corner splays have been provided, which would limit landscaping along the frontage of the accessway</p> <p>Standard met Sensor lighting will be conditioned to the dwelling entries and car parking areas</p> <p>Standard met Private spaces are delineated by built form, landscaping and fencing</p>
Decision Guidelines	The design response.	
Objectives	To ensure the layout of development provides for the safety and security of residents and property.	

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-8 Landscaping objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B13</p> <p>The landscape layout and design should:</p> <ul style="list-style-type: none"> • Protect any predominant landscape features of the neighbourhood. • Take into account the soil type and drainage patterns of the site. • Allow for intended vegetation growth and structural protection of buildings. • In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals. • Provide a safe, attractive and functional environment for residents. <p>Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.</p> <p>Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made</p> <p>The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.</p> <p>Development should meet any additional landscape requirements specified in a schedule to the zone.</p> <p>All schedules to all residential zones: "70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees."</p>	<p>Standard met</p> <p>A landscape plan has been submitted as part of the proposal.</p> <p>Standard met</p> <p>Trees are proposed to be removed to accommodate the development. No permit is required for the removal of the trees.</p> <p>Standard met</p> <p>No known significant trees to have been removed</p> <p>Standard met</p> <p>The minimum of 70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees</p>	
<p>Decision Guidelines</p> <p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>Any relevant plan or policy for landscape design in the SPPF and the LPPF, including the MSS and local planning policies.</p> <p>The design response.</p> <p>The location and size of gardens and the predominant plant types in the neighbourhood.</p> <p>The health of any trees to be removed.</p> <p>Whether a tree was removed to gain a development advantage.</p>		
<p>Objectives</p> <p>To encourage development that respects the landscape character of the neighbourhood.</p> <p>To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.</p> <p>To provide appropriate landscaping.</p>		

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	To encourage the retention of mature vegetation on the site.	
Clause 55.03-9 Access objective		
Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B14	<p>The width of accessways or car spaces should not exceed:</p> <ul style="list-style-type: none"> • 33 per cent of the street frontage, or • if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage. <p>No more than one single-width crossover should be provided for each dwelling fronting a street.</p> <p>The location of crossovers should maximise retention of on-street car parking spaces.</p> <p>The number of access points to a road in a Road Zone should be minimised.</p>	<p>✓ Standard met One single-width (3m) crossover</p>
		<p>✓ Standard met</p>
		<p>✓ Standard met</p>
		<p>✓ Standard met</p>
		<p>Shepreth Avenue is not a road in a Road Zone</p>
		<p>✓ Standard met</p>
Decision Guidelines	<p>Developments must provide for access for service, emergency and delivery vehicles.</p> <p>The design response.</p> <p>The impact on neighbourhood character.</p> <p>The reduction of on-street car parking spaces.</p> <p>The effect on any significant vegetation on the site and footpath.</p>	
Objectives	To ensure the number and design of vehicle crossovers respects the neighbourhood character.	

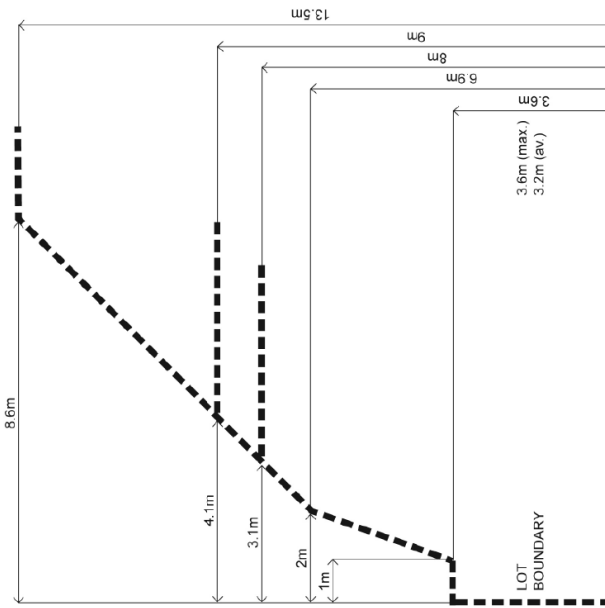
2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.03-10 Parking location objectives

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.04-1 Side and rear setbacks objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B17</p> <p>A new building not on or within 200mm of a boundary should be setback from side or rear boundaries:</p> <ul style="list-style-type: none"> At least the distance specified in a schedule to the zone, or NRZ1: "A building wall opposite an area of secluded private open space or a window to a living room of an existing dwelling should be setback a minimum of 2 metres." If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. <p>Diagram B1 Side and rear setbacks</p>  <p>Diagram B1 Side and rear setbacks</p>	<p>A new building not on or within 200mm of a boundary should be setback from side or rear boundaries:</p> <ul style="list-style-type: none"> At least the distance specified in a schedule to the zone, or NRZ1: "A building wall opposite an area of secluded private open space or a window to a living room of an existing dwelling should be setback a minimum of 2 metres." If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. <p>Diagram B1 Side and rear setbacks</p>	<p>Standard met</p> <p>Detailed diagrams as shown on the elevational diagrams demonstrate full compliance with Standard B17 – Side & Rear setbacks.</p>
	<p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes,</p>	<p>Standard met</p>

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

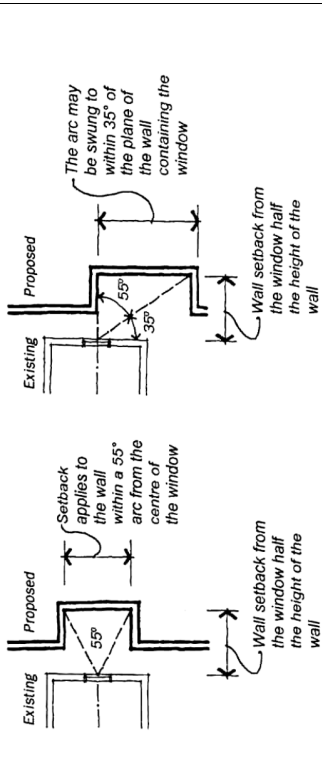
ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.04-2 Walls on boundaries objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B18</p> <p>A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary.</p> <ul style="list-style-type: none"> • For a length of more than the distance specified in the schedule to the zone; or • If no distance is specified in a schedule to the zone, for a length of more than: <ul style="list-style-type: none"> - 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or - Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater. <p>A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property.</p> <p>A building on a boundary includes a building set back up to 200mm from a boundary.</p> <p>The height of a new wall constructed on or within 200 mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary should not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.</p>	<p>Standard met</p> <p>✓ Standard met</p> <p>✓ Standard met</p> <p>✓ Standard met</p> <p>Both north and south wall on boundaries provide under the permitted average of 3.2 metres with no part higher than 3.6 metres as demonstrated on the elevation plans.</p>	
<p>Decision Guidelines</p> <p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The extent to which walls on boundaries are part of the neighbourhood character.</p> <p>The impact on the amenity of existing dwellings.</p> <p>The opportunity to minimise the length of walls on boundaries by aligning a new wall on a boundary with an existing wall on a lot of an adjoining property.</p> <p>The orientation of the boundary that the wall is being built on.</p> <p>The width of the lot.</p> <p>The extent to which the slope and retaining walls or fences reduce the effective height of the wall.</p> <p>Whether the wall abuts a side or rear lane.</p> <p>The need to increase the wall height to screen a box gutter.</p>		

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

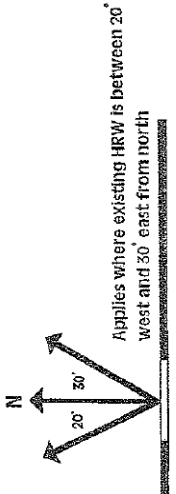
<p>Objectives</p>	<p>To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p>	
<p>Clause 55.04-3 Daylight to existing windows objective</p>		
<p>Title & Objective Standards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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.04-4 North-facing windows objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B20</p>	<p>If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres, for a distance of 3 metres from the edge of each side of the window.</p> <p>Diagram B3 North-facing windows</p> <p>Diagram B3 North-facing windows</p> <p>A north facing window is a window with an axis perpendicular to its surface orientated north 20 degrees west to north 30 degrees east.</p>	<p>Standard Met</p> <p>✓ Standard met</p> <p>No north facing windows within 3 metres of the boundary</p>

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.04-5 Overshadowing open space objective

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

<p>Clause 55.04-6 Overlooking objective</p>		<p>Standards</p>	<p>Standard Met/Standard Not Met/NA</p>
<p>Title & Objective</p>	<p>Standard B22</p>	<p>A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.</p> <p>Diagram B4 Overlooking open space</p>	<p>Standard met</p> <p>All habitable room windows at first floor have been screened to prevent a direct view into adjoining SPOS areas as follows:</p> <ul style="list-style-type: none"> • Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level. • Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent.
		<p>A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:</p> <ul style="list-style-type: none"> • Offset a minimum of 1.5 metres from the edge of one window to the edge of the other. • Have sill heights of at least 1.7 metres above floor level. 	<p>Standard met</p>

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	<ul style="list-style-type: none"> • Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level. • Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent. <p>Obscure glazing in any part of the window below 1.7 metres above floor level may be operable provided that there are no direct views as specified in this standard.</p> <p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> • Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels. • Permanent, fixed and durable. • Designed and coloured to blend in with the development. <p>The standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.</p>	<p>✓ Standard met</p> <p>✓ Standard met</p> <p>✓ Standard met</p> <p>Condition on the permit requires the provision a minimum 2.1m freestanding screen along the eastern boundary.</p>
<p>Decision Guidelines</p>	<p>The design response.</p> <p>The impact on the amenity of the secluded private open space or habitable room window.</p> <p>The existing extent of overlooking into the secluded private open space and habitable room window of existing dwellings.</p> <p>The internal daylight to and amenity of the proposed dwelling or residential building.</p> <p>To limit views into existing secluded private open space and habitable room windows.</p>	
<p>Objective</p>		

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.04-7 Internal views objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B23	Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development.	✓ Standard met
Decision Guidelines	The design response.	
Objective	To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.	

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.04-8 Noise impacts objectives

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.05-1 Accessibility objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B25	The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.	<p>✓ Standard met</p> <p>The floor levels proposed are not excessively high and ground level living for Unit 1 and 3 proposed which could be accessible to people with limited mobility.</p>
Objective	To encourage the consideration of the needs of people with limited mobility in the design of developments.	

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.05-2 Dwelling entry objective

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.05-3 Daylight to new windows objective

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.05-4 Private open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B28	<p>A dwelling or residential building should have private open space of an area and dimensions specified in a schedule to the zone.</p> <p>RGZ1: None specified</p> <p>RGZ2: "As per B28; or a balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from a living room."</p> <p>RGZ3: "As per B28; or a balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p> <p>GRZ1: "An area of 50 square metres of ground level, private open space, with an area of secluded private open space at the side or rear of the dwelling with a minimum area of 30 square metres and a minimum dimension of 5 metres and convenient access from a living room; or</p> <p>A balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p> <p>GRZ2: "As per the B28 40 sq m requirement, with the 25 sq m of secluded private open space at ground level having a minimum dimension of 5 metres; or</p> <p>A balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p> <p>NRZ1: "An area of 60 square metres of ground level, private open space, with an area of secluded private open space at the side or rear of the dwelling with a minimum area of 40 square metres with a minimum dimension of 5 metres and convenient access from a living room; or</p> <p>A balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p>	<p>Standard met</p> <p>Dwelling one (1)</p> <p>A total area of 119.2 square metres to the front and side of the dwelling, including an area of secluded private open space of 30 square metres to the rear with a minimum dimension of 5 metres and convenient access to the main living area</p> <p>Dwelling two (2)</p> <p>A total area of 50.2 square metres provided to the front and rear of the dwelling, including an area of secluded private open space of 39 square metres with a minimum dimension of 5 metres and convenient access to the main ground floor living area</p> <p>Dwelling three (3)</p> <p>A total area of 68.39 square metres provided to the front and rear of the dwelling, including an area of secluded private open space of 35 square metres with a minimum dimension of 5 metres and convenient access to the main ground floor living area</p>

ORDINARY COUNCIL MEETING - AGENDA

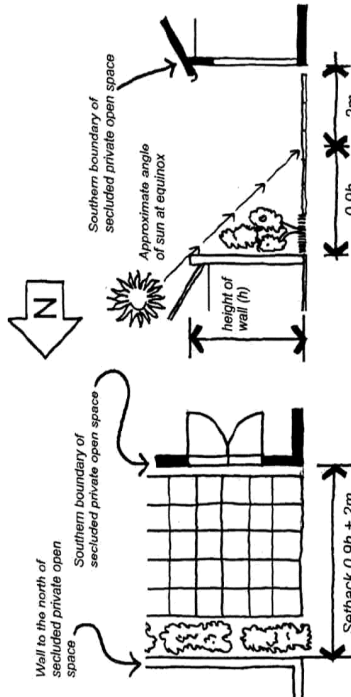
2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

	<p>If no area or dimensions are specified in a schedule to the zone, a dwelling or residential building should have private open space consisting of:</p> <ul style="list-style-type: none"> • An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or • A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or • A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room. <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>	<p>(RGZ1 only) NA</p>
<p>Decision Guidelines</p>	<p>The design response. The useability of the private open space, including its size and accessibility. The availability of and access to public or communal open space. The orientation of the lot to the street and the sun.</p>	
<p>Objective</p>	<p>To provide adequate private open space for the reasonable recreation and service needs of residents.</p>	

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.05-5 Solar access to open space objective

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.05-6 Storage objective

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.06-1 Design detail objective

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

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.06-2 Front fences objective		Standard Met/Standard Not Met/NA						
Title & Objective	Standards							
Standard B32	<p>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.</p> <p>A front fence within 3 metres of a street should not exceed:</p> <ul style="list-style-type: none"> The maximum height specified in a schedule to the zone, or <p>All schedules to all residential zones:</p> <p>"Maximum 1.5 metre height in streets in Road Zone Category 1 1.2 metre maximum height for other streets"</p> <ul style="list-style-type: none"> If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3. <p>Table B3 Maximum front fence height</p> <table border="1"> <thead> <tr> <th>Street Context</th> <th>Maximum front fence height</th> </tr> </thead> <tbody> <tr> <td>Streets in a Road Zone, Category 1</td> <td>2 metres</td> </tr> <tr> <td>Other streets</td> <td>1.5 metres</td> </tr> </tbody> </table>	Street Context	Maximum front fence height	Streets in a Road Zone, Category 1	2 metres	Other streets	1.5 metres	<p>✓ Standard met Low 900mm front fence proposed</p> <p>✓ Standard met Low 900mm front fence proposed</p>
Street Context	Maximum front fence height							
Streets in a Road Zone, Category 1	2 metres							
Other streets	1.5 metres							
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The setback, height and appearance of front fences on adjacent properties.</p> <p>The extent to which slope and retaining walls reduce the effective height of the front fence.</p> <p>Whether the fence is needed to minimise noise intrusion.</p> <p>To encourage front fence design that respects the existing or preferred neighbourhood character.</p>							
Objective								

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.06-3 Common property objectives

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

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 11 Shepreth Avenue, Noble Park (Planning Application No. PLN21/0418) (Cont.)

Clause 55.06-4 Site services objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B34	<p>The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.</p> <p>Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.</p> <p>Bin and recycling enclosures should be located for convenient access by residents.</p>	<p>✓ Standard met</p> <p>✓ Standard met</p> <p>✓ Standard met</p>
	<p>Appropriate located within the rear SPOS, with easy access to the front of the site on bin night</p>	<p>Appropriate located within the rear SPOS, with easy access to the front of the site on bin night</p>
	<p>Mailboxes should be provided and located for convenient access as required by Australia Post.</p>	<p>✓ Standard met</p> <p>Mailboxes logically provided at the front of the site</p>
Decision Guidelines	<p>The design response.</p>	
Objectives	<p>To ensure that site services can be installed and easily maintained.</p> <p>To ensure that site facilities are accessible, adequate and attractive.</p>	

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 CONTRACTS

4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds

File Id:	qA444785
Responsible Officer:	Director Business, Engineering & Major Projects
Attachments:	Tender Information (CONFIDENTIAL)

1. Report Summary

This report details the public tender process undertaken by Council to select a suitably qualified and experienced contractor for the **Supply & Installation of Public Litter & Recycling Bin Surrounds** within the City of Greater Dandenong.

2. Recommendation Summary

This report recommends that Council awards Contract 2021-62 to Riviera Pty Ltd trading as Australian General Engineering for a Schedule of Rates as tendered for an initial term of three (3) years from the date of commencement with an option to extend the contract by two (2) twelve month periods at the sole and absolute discretion of Council.

The estimated annual expenditure for this contract is expected to be in the order of \$267,000 including GST, (based on the average annual expenditure for this service over the past five years).

4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds (Cont.)

3. Background

This is an ongoing contract for the procurement of public litter and recycling bin surrounds. It is envisaged that the bins will be procured through the contract and installed by Council staff, however, the contract also includes rates for the installation, if required. The bin surrounds have been specifically designed keeping Council's streetscapes in mind and their design and materials are specific to CGD.

4. Tender Process

This tender was advertised in The Age newspaper and on Council's website on Saturday 22 May 2021 and at the close of tenders at 2pm Thursday 17 June 2021 six (6) tender submissions were received as follows:

Commercial Systems Australia Pty Ltd

EP Draffin Manufacturing

Eurotech International Pty Ltd

Hub Australasia Pty Ltd

Riviera Pty Ltd Trading as Australian General Engineering

TRJ Pty Ltd

Tenderers were advised that this is a Schedule of Rates contract. Tenderers were requested to submit separate unit rates and prices for the supply of each bin surround type and also a separate price for the supply and installation of the bin surrounds as detailed on price Schedule 2.

5. Tender Evaluation

The evaluation panel consisted of Council's Team Leader Works Service Unit, Works Planner, Infrastructure and Utilities Contracts Coordinator, Works Foreman and Senior Contracts Officer, with Occupational Health & Safety and Environmental Management consultants providing specialist advice.

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

	Evaluation Criteria	Weighting
1	Price	45%
2	Relevant Experience in Business	10%
3	Relevant Experience in Fabrication	10%
4	Capability – Similar Works	10%
5	Capability - Manufacturing	10%

4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds (Cont.)

6	Social Procurement	5%
7	Local Industry	5%
8	Environmental	5%
9	OH&S Systems	Pass/Fail
10	Environmental Systems	Pass/Fail

The Evaluation Criteria 9 and 10 are given a Pass or Fail. The Evaluation Criteria 1 – 8 are given a point score between 0 and 5 as detailed in the following table.

Score	Description
5	Excellent
4	Very Good
3	Good, better than average
2	Acceptable
1	Marginally acceptable (success not assured)
0	Not Acceptable

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

Tenderer	Price Points	Non-Price Points	OH&S EMS	Total Score
Riviera Pty Ltd trading as Australian General Engineering	1.75	2.38	Registered and Compliant Rapid Global	4.13
Eurotech International Pty Ltd	1.69	2.13	Not Assessed	3.82
EP Draffin Manufacturing	1.25	2.38	Not Assessed	3.63

4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds (Cont.)

TRJ Pty Ltd	0.94	2.13	Not Assessed	3.07
Hub Australasia Pty Ltd	1.00	2.03	Not Assessed	3.03
Commercial Systems Pty Ltd	0.44	1.5	Not Assessed	1.94

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

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

The Price Points score is based on the ‘Supply only’ rates for bin surrounds on the basis that approximately 95% of all purchases made under the contract are likely to be on a supply only basis. A random sample of 4-5 previous invoices was used to ensure the assessment was based on a ‘typical mix’ of bin surround sizes and styles (recognising the fact some tenderers may be more/less competitive on some sizes and styles than others).

The evaluation matrix and other supporting documents have been placed in the relevant Objective contract procurement file/s.

6. Financial Implications

Council has, on average over the past 5 years, spent approximately \$100K per annum for these goods and services to which has been sufficiently budgeted for in Councils operational budget as part of its Long-Term Financial Strategy.

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

7. Social Procurement

Riviera Pty Ltd trading as Australian General Engineering currently have twenty-three (23) employees that reside within the Greater Dandenong Council boundary.

Australian General Engineering encourage indigenous, disadvantaged and people with disabilities to apply for work with the company. They are a long-term member of SEMMA (South East Melbourne Manufacturing Alliance) and donate annually to Variety Club and Safety House.

8. Local Industry

Riviera Pty Ltd trading as Australian General Engineering have indicated that the percentage estimates shown below is what they intend to spend at Greater Dandenong businesses in the form of labour, materials and supervision. These are indicative figures only as this is a Schedule of Rates contract.

4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds (Cont.)

PERCENTAGE OF LOCAL CONTENT (%)		
Labour	Materials	Supervision & Installation
30	30	10

9. Consultation

Contract 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds was a publicly advertised contract. In compliance with the Local Government Act 2020 (VIC) and Local Government Regulations 2015, Council has advertised this tender in the relevant newspapers (The Age), Council's website and via VendorPanel.

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

Section 9 of the *Local Government Act 2020* (the LGA 2020) states that a Council must in the performance of its role give effect to the overarching governance principles. When a tender process is undertaken it is fundamentally underpinned by the following overarching governance principles:

- Section 9(a) of the LGA2020 - Council decisions are to be made and actions taken in accordance with the relevant law;
- Section 9(b) of the LGA2020 - Priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- Section 9(c) of the LGA2020 - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- Section 9(e) of the LGA 2020 - innovation and continuous improvement is to be pursued;
- Section 9(f) of the LGA 2020 - collaboration with other councils and governments and statutory bodies is to be sought;
- Section 9(g) of the LGA2020 - the ongoing financial viability of the Council is to be ensured; and
- Section 9(i) of the LGA2020 - the transparency of Council decisions, actions and information is to be ensured.

In giving effect to the overarching governance principles above, the following supporting principles are also considered throughout any tender process:

- Section 89 of the LGA2020 - the strategic planning principles; and
- Section 1010 of the LGA 2020 - the financial management principles.

11. 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

4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds (Cont.)

Included in the tender submissions, the successful contractor has completed the Modern Slavery Questionnaire and Questionnaire for Potential Contractors (Fair work).

The responses provided to these statements by the successful contractor was assessed and determined to be satisfactory in the context of the Victorian Charter of Human Rights and Responsibilities.

12. 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.

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 is purely administrative in nature and does not benefit any one gender group over any other.

13. 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.

14. Conclusion

At the conclusion of the tender evaluation process, the evaluation panel agreed that the tender submission from **Riviera Pty Ltd** trading as Australian General Engineering represented the best value outcome for Council and should be accepted due to:

- 1) its conforming and lowest priced tender submission;
- 2) its relevant experience working with Victorian government authorities and private organisations on similar construction projects;
- 3) its level of experience and staff resources;

4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds (Cont.)

4) receiving a Pass for their Occupational Health and Safety (OH&S) and Environmental Management Systems;

5) it is registered and pre-qualified with Rapid Global (Council's Contractor Risk Management Compliance database); and

6) Reference checks were undertaken on two similar projects completed by **Riviera Pty Ltd** for Victorian Government authorities receiving rankings of good.

15. Recommendation

That Council:

1. **awards Contract 2021-62 for the Supply & Installation of Public Litter & Recycling Bin Surrounds to Riviera Pty Ltd trading as Australian General Engineering at the tendered Schedule of Rates for an initial period of three (3) years;**
2. **reserves the option to extend the initial contract term by two (2), 12month periods at the sole and absolute discretion of Council; and**
3. **signs and seals the contract documents when prepared.**

4.1.1 Contract No. 2021-62 Supply & Installation of Public Litter & Recycling Bin Surrounds (Cont.)

REPORT

Date

CONTRACTS

**CONTRACT NO. 2021-62 SUPPLY & INSTALLATION OF
PUBLIC LITTER & RECYCLE BIN SURROUNDS**

ATTACHMENT 1

**TENDER INFORMATION
(CONFIDENTIAL)**

PAGES 4 (including cover)

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

Page 1

4.2 POLICY AND STRATEGY

4.2.1 Councillor Media Policy (DRAFT)

7File Id:	A8468120
Responsible Officer:	Executive Manager Communications & Customer Service
Attachments:	Councillor Media Policy (DRAFT)

1. Report Summary

The Councillor Media Policy aims to provide the Mayor and Councillors with clear guidelines and direction around the use of the mass media and social media. The media is actively used to inform the wider community of Council's activities, decisions, strategic directions and stance on particular issues by planning, managing and delivering effective and consistent communication.

Social media provides a variety of opportunities for dynamic and interactive two-way communications between Councillors and their constituents. It complements traditional methods of communication and improves access to information and delivery of key services.

The Councillor Media Policy will assist to ensure that clear and consistent messages are communicated; threats to the city's image are minimised and positive perceptions of Greater Dandenong encouraged; and Council remains as open, accountable and responsible as possible. It will also ensure Councillors understand Council's media relations protocols and systems and have guidelines to appropriately respond to the media if required.

2. Recommendation Summary

This report recommends that Council adopts the Councillor Media Policy (DRAFT), as presented in Attachment 1.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

3. Background

The media, in its various forms, is widely seen as a valuable source of local information and one of the most effective avenues of communications. More traditionally, the term media includes newspapers, radio, television, magazines and the internet, which all reach and influence people widely. Social media refers to online applications that enable users to create and share content and participate in social networking. It is estimated that over half the world's population now use some form of social media.

Greater Dandenong City Council is committed to informing and influencing public opinion through building positive relationships with the media. Council utilises media outlets to ensure the community is well informed of its services, activities, events, decisions and strategic directions by planning, managing and delivering effective, consistent communications. This aims to ensure Council is represented in a unified and professional manner at every opportunity.

In turn, the media provides a vital information source for Council's audiences. Corporate Social Media channels are considered by Council to be a key tool for community collaboration and engagement strategies and campaigns, promotion of Council events and services and general customer interaction.

However, despite the many positives of the media and its powerful capacity to connect communities, there are also associated risks. Once something is in writing it's very difficult to remove and particularly online, comments can spread quickly.

This Councillor Media Policy is designed to assist and guide elected Councillors through their interactions with various forms of media, in conjunction with other related policies and the Councillor Code of Conduct.

4. Proposal

This report proposes that Council formally adopt the Councillor Media Policy as a guide for appropriately dealing with both traditional media and social media. It clearly articulates what is considered to be inappropriate use of social media, as a means of educating and mitigating any risks associated with these mediums.

5. Financial Implications

There are no financial implications associated with this report.

6. Consultation

Consultation has occurred with all Greater Dandenong Councillors, as well as other Victorian local government colleagues in order to benchmark what they do and the related policies they have in place.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

7. Community Vision 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 for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

7.1 Community Vision 2040

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

- Safe and peaceful community.
- Embrace diversity and multiculturalism.
- Mind, Body and Spirit.

7.2 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 Council that demonstrates leadership and a commitment to investing in the community.

8. 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. Council decisions are to be made and actions taken in accordance with the relevant law;
- b. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c. the municipal community is to be engaged in strategic planning and strategic decision making;
- d. innovation and continuous improvement is to be pursued;
- e. the transparency of Council decisions, actions and information is to be ensured.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

It also takes into account the following supporting principles:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);
- c. the service performance principles (section 106).

9. 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. In particular, the following sections:

- Section 13 – Right to privacy and reputation;
- Section 14 – Right to freedom of thought, conscience, religion and belief;
- Section 15 – Right to freedom of expression;
- Section 19 – Right to enjoy one’s culture, practice religion or use one’s own language and in the case of Aboriginal persons, the right to have distinct cultural rights;
- Section 24 - Right to a fair hearing;

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.

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 is purely administrative in nature and does not benefit any one gender group over any other.

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.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

This report has no impact on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-30 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability. It is purely administrative in nature.

12. Related Council Policies, Strategies or Frameworks

The following documents are relevant to the Councillor Media Policy:

- Greater Dandenong City Council Access, Diversity and Equity Policy
- Greater Dandenong City Councillor Code of Conduct
- Greater Dandenong City Council Privacy and Personal Information Policy

13. Recommendation

That Council adopts the Councillor Media Policy (DRAFT), as presented in Attachment 1.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

POLICY & STRATEGY

COUNCILLOR MEDIA POLICY (DRAFT)

ATTACHMENT 2

COUNCILLOR MEDIA POLICY (DRAFT)

PAGES 12 (including cover)

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

4.2.1 Councillor Media Policy (DRAFT) (Cont.)



Councillor Media Policy

Policy Endorsement:	Council		
Policy Superseded by this Policy:	Not applicable		
Directorate:	Corporate Services		
Responsible Officer:	Manager Communications and Customer Service		
Policy Type:			
File Number:		Version No:	1
1 st Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:		Next Review:	

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

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DRAFT

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

TABLE OF CONTENTS

1.	POLICY OBJECTIVE (OR PURPOSE)	2
2.	BACKGROUND	2
3.	SCOPE	2
4.	DEFINITIONS	3
5.	POLICY.....	3
5.1	MEDIA QUERIES: MAYOR AND COUNCILLORS	3
5.2	CHIEF EXECUTIVE OFFICER (CEO).....	3
5.3	MEDIA RELEASES	4
5.4	QUOTATIONS.....	4
5.5	PHOTO OPPORTUNITIES.....	4
5.6	DISTRIBUTION.....	4
5.7	MEDIA TRAINING	4
5.8	SOCIAL MEDIA.....	4
5.9	INAPPROPRIATE USE OF SOCIAL MEDIA	5
6.	RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020.....	6
7.	CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT	7
8.	RESPONSE TO THE GENDER EQUALITY ACT 2020	7
9.	CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY	7
10.	RESPONSIBILITIES.....	7
11.	REPORTING, MONITORING AND REVIEW	7
12.	REFERENCES AND RELATED DOCUMENTS	8
13.	APPENDIX - GUIDELINES FOR APPROPRIATE USE OF SOCIAL MEDIA	9

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

1. POLICY OBJECTIVE

This policy ensures the Mayor and Councillors have clear guidelines and direction around the use of the mass media and social media. The media is actively used to inform the wider community of Council's activities, decisions, strategic directions and stance on particular issues by planning, managing and delivering effective and consistent communication.

Social media provides a variety of opportunities for dynamic and interactive two-way communications between Councillors and their constituents. It complements traditional methods of communication and improves access to information and delivery of key services.

The Councillor Media Policy aims to:

- ensure that clear and consistent messages are communicated;
- minimise threats to the city's image and create positive perceptions of Greater Dandenong;
- create a positive image for Council as open, accountable and responsible; and
- ensure Councillors understand Council's media relations protocols and systems and have the skills to appropriately respond to the media if required.

This should be achieved by:

- working cooperatively with all media outlets;
- respecting the role and purpose of the media;
- promoting key messages and responding to media enquiries; and
- Councillors undertaking media training.

2. BACKGROUND

Greater Dandenong City Council utilises media outlets to ensure the community is well informed of its services, activities, events, decisions and strategic directions by planning, managing and delivering effective, consistent communications.

In turn, the media provides a vital information source for Council's audiences. Social media is considered by Council to be a key tool for community collaboration and engagement strategies and campaigns, promotion of Council events and services and general customer interaction.

Greater Dandenong City Council is committed to informing and influencing public opinion through building positive relationships with the media. This will ensure Council is represented in a unified and professional manner at every opportunity.

3. SCOPE

This policy applies to all Councillors of Greater Dandenong City Council who may have interaction with media channels in their official capacity as Councillors.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

4. DEFINITIONS

Media: A means of mass communication, including radio, television, newspapers, magazines and the internet, which reach and influence people widely.

Social Media: websites and applications that enable users to create and share content or to participate in social networking. It includes digital spaces where people may comment, contribute, create, publish, forward, post, upload and share content, including but not limited to:

- Facebook
- Twitter
- Instagram
- YouTube/Vimeo
- LinkedIn
- TikTok
- Yammer
- Pintrest
- Tumblr
- Flickr
- SnapChat
- Blogs
- Forums and discussion boards
- Podcasts
- Social media monitoring and scheduling programs
- Chat rooms or internet forums
- Instant messaging/MSN
- RSS (Really Simple Syndication)
- Video sharing sites
- Vodcasting
- Wikis

5. POLICY

5.1 MEDIA QUERIES: MAYOR AND COUNCILLORS

The mayor is the organisation's official spokesperson for:

- all policy matters and council decisions;
- statewide political issues affecting local government; and
- issues affecting public perception of the city.

The Mayor may ask the Chief Executive Officer, a director, Deputy Mayor, or another Councillor to make an official comment on their behalf.


As the chair or delegate of a Council Delegated Committee, Councillors may provide comment on matters relating to that Delegated Committee to the media.

Councillors will not provide information that is either formally declared 'confidential' or deemed 'confidential' or which may be considered privileged to their role as a Councillor to the media under any circumstances.

5.2 CHIEF EXECUTIVE OFFICER (CEO)

The CEO is the official spokesperson for all operational matters pertaining to Greater Dandenong City Council as an organisation and corporate issues relating to strategic direction (e.g. Council Plan priorities, budget, etc). The CEO may, by agreement, refer a matter to the Mayor or Deputy Mayor for their comments, or otherwise may delegate responsibility to a director or council officer to make an official comment.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)



The Executive Manager Communications and Customer Service is available anytime to assist with media queries or responses that Councillors receive directly. All media queries by journalists to Council must be submitted in writing to Council's Media and Communications Unit for appropriate follow up and response.

5.3 MEDIA RELEASES

The Media & Communications Unit is responsible for coordinating the approval and distribution of all media releases on behalf of Greater Dandenong City Council.

5.4 QUOTATIONS

The Mayor will be quoted as the official spokesperson in the majority of Council media releases as deemed appropriate by the Media & Communications team. Other staff or Councillors may be quoted where relevant, or where the topic does not relate to overall Council policy and activity.

5.5 PHOTO OPPORTUNITIES

Photo opportunities regarding corporate issues will be coordinated through the Media & Communications team. The Mayor and Councillors will be advised of relevant photo opportunities and invited to attend. If the media are not available or unable to make it to a photo opportunity, Media & Communications staff may arrange to take the photograph and provide it to them. Photos taken by Council staff or its contract photographers remain the property of Council and are subject to normal contract conditions.

5.6 DISTRIBUTION

Media releases will be circulated by email to local and major metropolitan media outlets (according to recipient lists managed by the Media & Communications Unit). A copy of each release will also be sent out to the Mayor, Councillors and executive team via Infosum, (Councillors' Weekly Information Summary) and placed on Council's website.

The Media & Communications Unit may determine to restrict circulation or target specific media outlets if the matter is specific to a particular audience or is only a matter of local interest.

The Media & Communications Unit will distribute all media releases, unless otherwise agreed.

5.7 MEDIA TRAINING

Regular training is important to increase the likelihood of Council's messages being accurately carried by the media; preparing for approaches from and interviews with metropolitan media, particularly radio and television; and helping to minimise damage in a crisis situation.

Councillors will be given the opportunity to undertake media training within three months of a general election or as deemed required. The Mayor will attend formal one-on-one media training within two months of being elected. All media training will be arranged by the Media & Communications Unit.

5.8 SOCIAL MEDIA

Social media is the use of computer-based and mobile technologies that facilitate the sharing of ideas, thoughts and information through virtual networks. It provides a low-cost, direct-to-user communications channel and is considered a key tool for community campaigns. Social media applies to those digital spaces where people may comment, contribute, create, forward, post, upload and share content.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

Council recognises that Councillors advocate on behalf of Council and the community through their own personal social media sites/community social media sites and this is a key tool for them to promote Council events and services to the wider public. These sites however are often reflective of Councillors' personal viewpoints and are not reflective of Council as an organisation.

While social media is built around the concept of 'conversation', it is important for Councillors on social media sites to always be courteous, patient and respectful. Content posted to social media is deemed to be in the public domain therefore only publicly available information should be disclosed.

Council provides Councillors with all the equipment necessary to support them in their roles as Councillors and it is understood that they may administer their personal social media sites through this equipment. Therefore, Councillors' personal/private social media sites, when managed or delivered through Council's platforms and equipment, are subject to the following restrictions:

- No photos or videos of non-public Council workplace spaces should be uploaded to personal social media accounts;
- No images, videos or information obtained internally from Councillor Briefing Sessions, Council's network, emails, correspondence or files may be uploaded to personal social media accounts or community social media sites without prior consent;
- Existing Councillor Code of Conduct obligations apply as they relate to general Councillor conduct principles including, but not limited to, inappropriate language, confidentiality, handling and use of confidential and personal information and misconduct.

When using social media for any purpose in an official capacity, Councillors are expected to:

- adhere to the Greater Dandenong City Councillor Code of Conduct and relevant Greater Dandenong City Council policies and procedures;
- behave with caution, courtesy, honesty and respect;
- comply with relevant laws and regulations; and
- reinforce the integrity, reputation and values of the Greater Dandenong City Council.

5.9 INAPPROPRIATE USE OF SOCIAL MEDIA

The following content is not permitted on any Council social media site, on social media sites accessed on any Council devices or through interactions on social media:

- abusive, profane or sexual language;
- content which is demonstrably false or misleading;
- information that has been determined confidential under the *Local Government Act 2020*;
- information that would reasonably be considered to be confidential about Council, any Councillors, any Council staff or any other third parties;
- copyright or trademark protected materials;
- discriminatory material in relation to a person or group based on an attribute which is protected by law including age, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race (including colour, ethnicity) or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation or personal association with someone who has, or who is assumed to have, these characteristics;
- illegal material or materials designed to encourage law breaking;
- material which would bring Council into disrepute;

4.2.1 Councillor Media Policy (DRAFT) (Cont.)

- material or personal views and comments that could, or is reasonably likely to, cause reputational harm, offence, or damage to Council or that which is intended to cause reputational damage or offence to Council, any Councillor, any Council staff member or third party;
- material that could compromise Council, Councillor, employee or system safety;
- material which would breach applicable laws (defamation, privacy, trade practices, financial rules and regulations, fair use, trademarks);
- personal details or references to other Councillors, Council staff or third parties, which may breach privacy legislation; and
- Spam - the distribution of unsolicited bulk electronic messages.

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

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

- complying with the relevant law (section 9(a) of the Act);
- giving priority to achieving the best outcomes for the municipality, including future generations (section 9b of the Act). This policy ensures that in relation to media and the public sharing of information, Councillors are compliant, act with integrity and act in the best interests of Council and the community;
- considering the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks (section 9(c) of the Act). While this policy has no impact on the economic and social sustainability of the municipal district, it has considered climate change and sustainability in its preparation (see section 9 of this policy);
- pursuing innovation and continuous improvement (section 9(e) of the Act). This policy has provision for evaluation, monitoring and review, as well as ongoing media training;
- collaborating with other councils, governments and statutory bodies (section 9(f) of the Act). A number of other council and best practice model policies were consulted in developing this policy; and
- ensuring the transparency of Council decisions, actions and information through the enactment of this policy (section 9(i) of the Act).

In giving effect to the overarching governance principles, a Council must also take into account the community engagement principles (section 56 of the Act), the public transparency principles (section 58 of the Act), the strategic planning principles (section 89 of the Act), the financial management principles (section 101 of the Act), and the service performance principles (section 106 of the Act).

While it is crucial that Council decisions are transparent and open to scrutiny, there is no specific legislative requirement for this particular policy to be subjected to a community engagement process. This policy has no financial impact on Council and the resources required to manage and administer it are allocated from existing resource budgets.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)



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

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

8. RESPONSE TO THE GENDER EQUALITY ACT 2020

The *Gender Equality Act 2020* has been considered in the preparation of this policy but is not relevant to its contents. The policy does not significantly impact any external Council services. It is purely administrative in nature and will not benefit any one gender group over another.

9. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

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

10. RESPONSIBILITIES

All Councillors of the Greater Dandenong City Council are responsible for management of their individual social media sites and usage, and adherence to this policy.

The Media and Communications team is responsible for the management of all corporate social media sites including content strategy and scheduling; monitoring and record keeping; responding to queries; and educating and providing advice to councillors as required.

The media has a responsibility to submit queries in writing through the Media and Communications Unit.

11. REPORTING, MONITORING AND REVIEW

Council commits to monitoring processes, regular information sharing and decision making to understand the overall level of success in this policy's implementation.

A formal media monitoring system is in place to capture any mentions of the organisation and individuals so that appropriate responses can be prepared and/or advice provided.

A periodic review of this policy will be undertaken to ensure any changes required to strengthen or update the policy are made in a timely manner.

4.2.1 Councillor Media Policy (DRAFT) (Cont.)



12. REFERENCES AND RELATED DOCUMENTS

Legislation

- *Charter of Human Rights and Responsibilities Act 2006*
- *Local Government Act 2020*
- *Privacy and Data Protection Act 2014*

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

- Greater Dandenong City Council Appropriate Workplace Behaviours Policy
- Greater Dandenong City Council Councillor Code of Conduct
- Greater Dandenong City Council Council Plan 2021-2025
- Greater Dandenong City Council Privacy and Personal Information Policy
- Greater Dandenong City Council Workplace Equal Opportunity Policy
- Greater Dandenong City Council Mobile Devices Policy
- Greater Dandenong City Council Information Security Policy

DRAFT

4.2.1 Councillor Media Policy (DRAFT) (Cont.)



13. APPENDIX - GUIDELINES FOR APPROPRIATE USE OF SOCIAL MEDIA

Content posted to social media sites is deemed to be in the public domain. Only publicly available information should be disclosed. Information confidential to Council and its stakeholders must not be disclosed.

Expertise - Do not comment outside your area of expertise. Do not commit Council or Council staff to actions or undertakings.

Disclosure - Only discuss publicly available information. Do not disclose confidential information, internal discussions or decisions of Council, employees or third parties. This includes publishing confidential, personal or private information where there is sufficient detail for potential identification of, Council staff, contractors, volunteers or third parties.

Accuracy - Be accurate, constructive, helpful and informative. Correct any errors as soon as practicable. Do not publish information or make statements which may be false or may reasonably be taken to be misleading or deceptive.

Identity - Be clear about professional identity or any vested interests. Do not use fictitious names or identities that deliberately intend to deceive, mislead or lie. Do not participate anonymously or covertly via a third party or agency.

Opinion - Clearly separate personal opinions from professional ones and be mindful of the Councillor Code of Conduct when discussing or commenting on Council matters. In general, don't express personal opinions using Council hashtags or other identifications. Only where this is not possible, consider using a formal disclaimer to separate official Council positions from personal opinions and distance Council from comments made by public and other outside interests.

Privacy - Be sensitive to the privacy of others. Seek permission from anyone who appears in any photographs, video or other footage before sharing these via any form of social media. If asked to remove materials do so as soon as practicable.

Intellectual property/copyright - Seek permission from the creator or copyright owner, to use or reproduce copyright material including applications, audio tracks (speeches, songs), footage (video), graphics (graphs, charts and logos), images, artwork, photographs, publications or music. Also seek permission before publishing or uploading material in which the intellectual property rights, such as Trademarks, are owned by a third party e.g. company logos. Seek permission from the website's owner wherever possible before linking to another site (including a social media application).

Defamation - Do not comment, contribute, create, forward, post, upload or share content that is malicious or defamatory. This includes statements which may negatively impact the reputation of another.

Reward - Do not publish content in exchange for reward of any kind.

Transparency - Do not seek to buy or recompense favourable social media commentary. Encourage online publishers to be open and transparent in how they engage with, or review Council personnel, services or wares.

Respect - Always be courteous, patient and respectful of others' opinions, including detractors.

Discrimination, bullying and harassment - Be mindful of anti-discrimination, bullying, harassment and anti-stalking laws and do not publish statements or information or use social media tools in a way which may breach these.

Language - Be mindful of language and expressions that you use and accept that Council cannot filter that used by others.

Be safe - Protect personal privacy and guard against identity theft. Ensure passwords are managed and maintained appropriately.

Media - Do not issue statements or make announcements through social media channels unless authorised to do so.

Modification and moderation - Ensure that any social media sites created or contributed to can be readily edited, improved or removed and appropriately moderated.

4.3 OTHER

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021

File Id:	A844218
Responsible Officer:	Director Community Services
Attachments:	Draft Minutes of Community Safety Advisory Committee on 10 November 2021

1. Report Summary

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

2. Recommendation Summary

This report recommends that the draft Minutes of the Community Safety Advisory Committee meeting on 10 November 2021 provided in Attachment 1 to this report be noted by Council.

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

3. Background and Proposal

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

The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees and Reference Groups to be submitted to Council for information purposes, for noting and for endorsement (not adoption).

As such, the draft Minutes are provided as Attachment 1 to this report.

There are no financial implications associated with the development and submission of this report.

4. Community Vision 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 for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

4.1 Community Vision 2040

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

- Safe and peaceful community.
- Embrace diversity and multiculturalism.

4.2 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 Council that demonstrates leadership and a commitment to investing in the community.

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

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

Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.

The establishment of the Community Safety Advisory Committee and the work that it undertakes gives particular consideration to the following overarching governance principles:

- priority is given to achieving the best outcomes for the municipal community, including future generations (section 9(b) of the LGA2020);
- the municipal community is engaged in strategic planning and strategic decision making – many advisory committees and reference groups have community members as participants (section 9(d) of the LGA2020);
- innovation and continuous improvement is pursued (section 9(e) of the LGA2020);
- collaboration with other councils, governments and statutory bodies is sought – many advisory committees and reference groups have representatives attending from these organisations (section 9(f) of the LGA2020);
- the ongoing financial viability of Council is ensured (section 9(g) of the LGA2020);
- regional, state and national plans and policies are taken into account in strategic planning and decision making – diverse representation within these groups ensures this occurs (section 9(h) of the LGA2020); and
- the transparency of Council decisions, actions and information is ensured by this regular reporting mechanism (section 9(i) of the LGA2020).

6. Victorian Charter of Human Rights and Responsibilities

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

7. 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.

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 because it is a reporting mechanism only.

The report does not have the potential to influence broader social norms and gender roles nor does it benefit any one gender group over any other.

8. 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.

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

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 because it is purely administrative in nature and is a reporting mechanism only.

9. Recommendation

That Council notes the draft Minutes of meeting for the Community Safety Advisory Committee as provided in Attachment 1 to this report.

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

OTHER

**DRAFT MINUTES OF COMMUNITY SAFETY ADVISORY
COMMITTEE MEETING – 10 NOVEMBER 2021**

ATTACHMENT 1

**COMMUNITY SAFETY ADVISORY
COMMITTEE MEETING ON
10 NOVEMBER 2021**

PAGES 8 (including cover)

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

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

Advisory Committee or Reference Group Name: Community Safety Advisory Committee
Date of Meeting: 10 November 2021
Time of Meeting: 3-4.22pm
Meeting Location: Online via Microsoft Teams

Attendees:

Mayor Cr Angela Long (CGD), Cr Lana Formoso (CGD), Coordinator Community Advocacy - Chairperson (CGD), Manager Community Development, Sport and Recreation (CGD), Team Leader Public Safety and Security (CGD), Executive Manager Communications and Customer Service (CGD), Place Manager Activity Centres Revitalisation (CGD), Acting Coordinator Youth and Family Services (CGD), Manager Regulatory Services (CGD), Senior Engineer Transport (CGD), Community Advocacy Officer (CGD), Louise Cristofaro (Department of Families, Fairness and Housing [DFFH]), Inspector Peter Koger (Victoria Police Local Area Commander [LAC]), Senior Sergeant Brett Skurka (Victoria Police [VicPol]), Senior Sergeant Colin Huth (VicPol), Senior Sergeant Debra Lay (VicPol), Senior Sergeant Kent Standish (VicPol), Christopher Cornish-Raley (Monash Health Alcohol and Drug Service/Primary Health Clinic/Needle Syringe Program [Monash Health A&DS]), Sue Bumpstead (Monash Health Department of Emergency Medicine [Monash Health [DEM]]), Wendy Tran (Department of Justice and Community Services [DJCS]), Yvette Shaw (DHS), Fiona Jacobi (Launch Housing), Dawn Vernon (Neighbourhood Watch Greater Dandenong [NHW]), Fabian Diomed (Metro Trains).

Guests:

Michelle Peters (Consumer Affairs Victoria [CAV]), Kenneth Spratt (CAV).

Apologies:

Coordinator Arts and Cultural Development (CGD), Coordinator Emergency Management (CGD), Coordinator Youth and Family Services (CGD), Deputy Mayor Cr Sophie Tan (CGD), Cr Rhonda Garard (CGD), Tom Bell (DJCS), Sarah Lalley (Youth Advocacy and Support Service [YSAS]), Katrina Bould (YSAS), Senior Constable Timothy Howell (VicPol), A/Sergeant Kim Gammon (VicPol), Sean Quigley (Wayss), Derlie Mateo-Babiano (Melbourne University), Zoe Francis (WHISE).

Minutes:

Community Advocacy Officer.

Item No.	Item	Action	Action By
1.	<p>Welcome and Introductions</p> <ul style="list-style-type: none"> The Chair acknowledged the Traditional Owners of the Land, welcomed attendees, and noted apologies. 		
2.a.	<p>Minutes of Previous Meeting and Business Arising Overview of 'Functional Zero' Model to Address Homelessness in Greater Dandenong - Council</p> <ul style="list-style-type: none"> Council will implement a 'Functional Zero' Model in collaboration with Launch Housing. The Model has been implemented in four local government areas and will provide long-term housing support for 		

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

<p>b.</p> <p>c.</p> <p>d.</p>	<p>persons sleeping rough in Greater Dandenong.</p> <ul style="list-style-type: none"> • Council has commenced mapping service providers and gaps, advocacy partners and other stakeholders. A Working Group will subsequently be formed by January 2022 to support the Model. <p>Crime Prevention Through Environmental Design (CPTED) Audit for 88-120 Clarendon Drive, Keysborough - Council</p> <ul style="list-style-type: none"> • Council staff have met with Cr Garad to explore implementing crime reduction strategies in consultation with local residents, such as solar-powered motion-sensor lighting on a path. <p>Mapping Outdoor Public Locations for Syringe Bins - Council</p> <ul style="list-style-type: none"> • A DJCS 'Building Safer Communities Grant' provided to Council will fund the design and production of up to six new-style syringe bins to be trialled in the Hemmings Street Precinct, Dandenong. • A Work Group will be formed in early 2022 to develop the project, for eventual expansion across other public locations. <p>Update on Hooning Issues and Proposed Council/VicPol/Ousen Plaza Meeting (corner Smith Road and Princes Highway, Springvale) – VicPol</p> <ul style="list-style-type: none"> • VicPol is negotiating with Ousen Plaza's owners to discuss strategies and parking restrictions to deter high-risk driving activities and associated gathering in the Plaza car park. • Council is collaborating with VicPol and will assist to develop suitable strategies, in addition to enforcing existing by-laws. • VicPol will explore options that are mutually beneficial for Plaza management and tenants, such as enforcement of parking restrictions in certain areas of the carpark, e.g., temporary bollards. 		
<p>3.</p>	<p>Community Safety Plan 2015-22 2023+ Community Safety Plan Planning and Consultation - Council</p> <ul style="list-style-type: none"> • The implementation period for the current Community Safety Plan 2015-22 is reaching its conclusion and targeted community consultation will commence in early 2022 to develop the 2023+ Community Safety Plan. • Other data that assisted to develop the Council Plan 2021-25 will also underpin development of the Community Safety Plan. This includes VicPol statistics, priority issues raised in Council's reporting database, and perceptions of safety survey results. • Advice and guidance will be sought from the CSAC, and Community Safety Plan outcomes will be reported to Council. <p>VicPol and Council Community Safety Night Forum 2022 – Council</p> <ul style="list-style-type: none"> • VicPol, Mayor and Councillors yearly Community 	<p>CSAC members requested to commence collating their Priority Area/s reports for submission by April 2022.</p> <p>Forum planning to commence in early 2022.</p>	<p>Council to provide members with Reporting Template and associated objectives by end-January 2022.</p> <p>Council and VicPol.</p>

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

	Safety Forum will be scheduled for April 2022.		
4.	<p>Grants' Updates Building Safer Communities Grant (BSCG) 'Empowering Communities' (EC) Project Announcement – Council and DJCS</p> <ul style="list-style-type: none"> • Council was successful in obtaining \$700,000 funding from the DJCS' Building Safer Communities Grant under an 'Empowering Communities' initiative, for the Hemmings Street Precinct. • Council's EC Project is funded from January 2022 until end-September 2024 and includes funding for staff and community-led projects and engagement activities. • The DJCS will work with Council to form an EC Action Group and hold a Community Forum to engage with Hemmings Precinct stakeholders in late February 2022 to commence its development. • Community engagement, research, and project evaluation will be undertaken by, and in partnership with Deakin University. • The grant supports implementation of the Hemmings Street Precinct Action Plan and increases community safety grants' funding for the Precinct to approximately \$1,000,000 for 2021-24. <p>Community Safety Infrastructure (CSIG) Safety and Activation Grant and Building Safer Communities (BSCG) Infrastructure and Placemaking Grant for Central Dandenong, Springvale Community Hub and Hemmings Street Precinct – Council</p> <ul style="list-style-type: none"> • Council's Community Advocacy, Infrastructure Services, Amenity and Planning, and Activity Centres Revitalisation units met to plan roles and responsibilities for implementing CSIG and BSCG funding received from the DJCS that will upgrade security, safety and amenity, and increase activation in and around Walker Street Car Park, Boyd Lane, Springvale Community Hub and the Hemmings Street Precinct. Some activities include: <ul style="list-style-type: none"> ○ Tree replacements will be undertaken in the northern residential end of Hemmings Street, guided by community consultation. ○ Community members and other stakeholders in the above locations will also be invited to design and implement crime prevention and safety assets assessments, i.e., 'Culture, Safety and Your Place' Trails, activations and engagement events. ○ A Community-based CCTV Pilot Project is being considered by DJCS, Council and VicPol in one or two precinct locations. • Should the project proceed, commercial CCTV cameras will be installed and maintained in precincts' hotspots for one year by Council, based on consultation, agreement and collaboration with surrounding stakeholders. • The project will be monitored and evaluated to 	All grants progress reporting will become a standing CSAC agenda item.	Council/Other stakeholders as required.

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

	inform long-term CCTV planning in the locations, and the potential of non-Council cameras being provided to other community members to manage independently with VicPol.		
5.	<p>Homelessness Service Provider Updates - Launch Housing</p> <ul style="list-style-type: none"> • Previous funding provided to Launch Housing for emergency accommodation targeting people sleeping rough and/or in other homelessness settings during COVID-19, has ended. • An increase in the occurrence of persons sleeping rough is predicted over the next few months. • Suitable options are being investigated and accessed to ensure those leaving hotels are accommodated until end-January 2022. • New clients will not be automatically placed into temporary accommodation and normal assessment procedures will resume. • A key priority is to ensure COVID-19 vaccinations are available for clients, though a high percentage of clients are already vaccinated. 		
6.	<p>Roundtable Updates</p> <p>DJCS</p> <ul style="list-style-type: none"> • A new opportunity to apply for BSCG's Stream 1 and 2 funding will open 15 November 2021 and close 11 February 2022. (At crimeprevention.vic.gov.au/buildingsafercommunities). • Youth Engagement two-year grants up to \$50,000 are available for small grassroots multicultural and Aboriginal and Torres Strait Islander community organisations, to connect youth to community and deter entry into the juvenile justice system. EOI closes 13 December 2021. (At crimeprevention.vic.gov.au/applications-now-open-for-the-youth-engagement-grants). <p>Consumer Affairs Victoria (CAV) Presentation: Rental Increase Assessments and Tenants Rights</p> <ul style="list-style-type: none"> • There have been a number of changes in the rental market since the start of COVID-19 impacts, including a start and finish of a moratorium on rent increases and evictions, rent relief grants and resultant state-wide increases in properties market value. • Renters moving to new areas are often paying excessive rent that leads to an increase in overall market value in the area they move to, with a flow-on effect of rent increases for comparable properties. • Tenants who receive a Notice of Proposed Rent Increase can challenge this and seek free support from CAV, who assists renters and providers to reach a mutually beneficial outcome. • Many renting community members are not aware of their rights and available support services or are misinformed and would benefit from a better understanding of their rights and responsibilities. • CAV is available to provide public workshops or distribute this information, e.g., via Neighbourhood 	CAV/DJCS to provide Tenants Rights' information for distribution	Council/CAV/DJCS/Launch.

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

	<p>Houses. Launch Housing will promote the information via its Private Rental Access Program.</p> <p>Council and VicPol</p> <p>Reports of Break-ins in Noble Park</p> <ul style="list-style-type: none"> • VicPol will liaise with respective councillors to deliver Forums to discuss community concerns with local residents/traders. • Arrests were made for burglaries between October to November. <p>Vehicle Ram Raids in Dandenong North and Noble Park North</p> <ul style="list-style-type: none"> • Three offenders were arrested within two days after the raids. Youth service providers were contacted and provided support. <p>Shopfront Vandalism and Anti-social Behaviour in central Dandenong: Thomas Street, Langhorne/Lonsdale Streets, Palm Plaza/Pocket Park</p> <ul style="list-style-type: none"> • VicPol continues to work with Council and local stakeholders, having tasked increased foot patrols in these locations. • The number of Police units supplied to Greater Dandenong has increased. This will support a more visible VicPol presence. • A key Thomas Street stakeholder has requested that VicPol and Council conduct a walk-through along Thomas Street's Afghan Bazaar Precinct to discuss traders' concerns with them. • Coffee With A Cop And Councillor outdoor community engagement program of pop-up stalls will be designed and delivered across this and other hotspot locations over March to June 2022 in CGD. <p>Anti-social Behaviour in Hemmings Street Neighbourhood Shopping Area</p> <ul style="list-style-type: none"> • Council and VicPol will conduct a Coffee With A Cop And Councillor pop-up, and also organise the delivery of the Covid-delayed NHW/VicPol/Wayss/Council crime prevention stall pop-up in the Hemmings shopping area over March to June 2022. <p>Anti-social behaviour Balmoral Ave, Council Carpark, Springvale</p> <ul style="list-style-type: none"> • Residents living in properties within the Balmoral Ave area have reported; drug use, syringe litter, being threatened, and damaged cars to Council and VicPol. • VicPol has tasked additional patrols, including the carpark rooftop. • Council and VicPol will conduct a Coffee With A Cop And Councillor pop-up and two community engagement events in central Springvale and Community Hub, as part of the Community Safety Infrastructure Grant Program. <p>NHW</p> <ul style="list-style-type: none"> • NHW is holding its Annual General Meeting - 10 November 2021. • A concern was raised about public drinking outside 	<p>Organisation of Coffee With A Cop And Councillors Street Pop-ups to be reported at next meeting.</p> <p>VicPol to confirm key access to Carpark.</p>	<p>Council/VicPol</p> <p>Council/VicPol</p>
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ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

	<p>on Douglas Street, Noble Park, which VicPol will continue to monitor.</p> <p>Councillors</p> <ul style="list-style-type: none"> • Cr Formoso raised the lack of street lighting and CCTV cameras at the locations of the vehicle ram raids in Noble Park North. • VicPol advised that regular patrols would take place and noted that two offenders were apprehended later on the night of the offences. <p>Metro Trains</p> <ul style="list-style-type: none"> • The Dandenong Line Area Manager reaffirmed Metro Trains ability to collaborate with VicPol and Council stakeholders on public safety issues along the rail line's stations. • Metro Trains will also collaborate on the development of the new CGD Community Safety Plan for 2023 onwards. <p>DFFH</p> <ul style="list-style-type: none"> • Dandenong West Men's Shed meetings will recommence in the new year (COVID-19 restrictions allowing). • Initial meeting will re-establish the Shed's Work Group and plan the Group's partnership with the Hemmings Street Precinct Community Action Group as part of the both the BSCG and EC programs. • It was noted that the introduction of the 'Functional Zero' initiative would be of benefit to the Precinct. <p>Monash Health DEM</p> <ul style="list-style-type: none"> • A report is being collated on Monash Health's project regarding alcohol harm presentations in local emergency departments. • QR code posters for COVID-19 vaccination bookings have been developed in a variety of languages and are available for promotion amongst stakeholders. <p>VicPol</p> <ul style="list-style-type: none"> • Senior Sergeant Colin Huth is reassigning the Municipal Emergency Response Coordinator (MERC) role to another officer and is now focussed on the role of Dandenong Station Commander and will be available for activations' planning and involvement. <p>CGD Youth and Family Services</p> <ul style="list-style-type: none"> • The Youth and Family Strategy 2021-2026 has been finalised and available on Council's website. • Youth and Family Services were successful in receiving funding from the Department of Jobs, Precinct and Region to respond to youth-related issues and space activation in Noble Park. • The program will commence implementation from February until April 2022, in collaboration with CGD's Sport and Recreation team. • In-person programming will return in 2022 pending COVID-19 restrictions and vaccination requirements 	<p>Posters to be distributed to key stakeholders.</p>	<p>Monash Health/Council</p>
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If the details of the attachment are unclear please contact Governance on 8571 5235.

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Draft Minutes of Community Safety Advisory Committee Meeting - 10 November 2021 (Cont.)

	<p>for under 16-year old's.</p> <p>CGD Communication and Customer Service</p> <ul style="list-style-type: none"> The new grants will be promoted on Council media platforms and promotional content can be sent to Media/Comms. <p>CGD Public Safety and Security</p> <ul style="list-style-type: none"> One of Council's mobile CCTV cameras is installed in the Robinson Street car park and VicPol will provide periodic updates. CCTV installation at the Springvale Community Hub is on track. <p>CGD Business and Revitalisation</p> <ul style="list-style-type: none"> New seating and umbrellas will be installed in Palm Plaza in late November 2021 near the Hub Arcade and new public artwork will be installed on the North Wall of the Pocket Park near Clow Street. Tendering and construction for the new Vanity Lane project between Lonsdale and Thomas Streets will occur by mid-2022. Behavioural mapping data has been collected from 20,000 observations across the three Greater Dandenong activity centres: <ul style="list-style-type: none"> Data included numbers, age, gender, activity type and time of day that pedestrians passed a point in certain locations. Data will enable a longitudinal analysis of public space activity and usage since 2019 and during COVID-19. Additional 24-hour counters for the three central activities districts will be installed to better understand public space usage across the activity centres, four each in Dandenong and Noble Park, and two in Springvale. 	<p>Update to be provided at next meeting.</p> <p>Monthly reports to be disseminated.</p>	<p>Council</p> <p>Council</p>
	<p>Meeting closed: 4.22pm. Next meeting: 9 February 2022. Time: 3-4.30pm. Location: Microsoft Teams Online</p>		

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

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021

File Id:

Responsible Officer:

Director Community Services

Attachments:

Draft Minutes of Cultural Heritage Advisory Committee Meeting on 17 June 2021
Draft Minutes of Cultural Heritage Advisory Committee Meeting on 19 August 2021
Draft Minutes of Cultural Heritage Advisory Committee Meeting on 20 October 2021

1. Report Summary

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

2. Recommendation Summary

This report recommends that the draft Minutes of the Cultural Heritage Advisory Committee meetings on 17 June 2021, 19 August 2021 & 21 October 2021 provided in Attachments 1, 2 and 3 to this report be noted and endorsed by Council.

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

3. Background and Proposal

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

The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees and Reference Groups to be submitted to Council for information purposes, for noting and for endorsement (not adoption).

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After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

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Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

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

- Art and Culture.

5.2 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:

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Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.

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The establishment of the Cultural Heritage Advisory Committee and the work that it undertakes gives particular consideration to the following overarching governance principles:

- priority is given to achieving the best outcomes for the municipal community, including future generations (section 9(b) of the LGA2020);
- the municipal community is engaged in strategic planning and strategic decision making – many advisory committees and reference groups have community members as participants (section 9(d) of the LGA2020);
- innovation and continuous improvement is pursued (section 9(e) of the LGA2020);
- collaboration with other councils, governments and statutory bodies is sought – many advisory committees and reference groups have representatives attending from these organisations (section 9(f) of the LGA2020);
- the ongoing financial viability of Council is ensured (section 9(g) of the LGA2020);
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- the transparency of Council decisions, actions and information is ensured by this regular reporting mechanism (section 9(i) of the LGA2020).

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8. 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.

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

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 because it is purely administrative in nature and is a reporting mechanism only.

9. Recommendation

That Council notes the draft Minutes of meetings for the Cultural Heritage Advisory Committee on 17 June 2021, 19 August 2021 & 21 October 2021 as provided in Attachments 1, 2 and 3 to this report.

**4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021
& 20 October 2021 (Cont.)**

OTHER

**DRAFT MINUTES OF CULTURAL HERITAGE ADVISORY
COMMITTEE MEETING – 17 JUNE 2021**

ATTACHMENT 1

**CULTURAL HERITAGE ADVISORY
COMMITTEE MEETING
17 JUNE 2021**

PAGES 6 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

Advisory Committee or Reference Group Name: Cultural Heritage Advisory Committee Meeting

Date of Meeting: 17 June 2021

Time of Meeting: 5:30 pm

Meeting Location: Microsoft Teams - online

Attendees: Chris Keys (Chair, DDHS), Robyn Robie (SDHS), Gaye Guest (Community Representative), Jan Trezise (Spirit of Enterprise Group), Maryanne McCubbin (Museums Victoria)
 Mayor Cr Angela Long (CoGD), Manager, Community Arts, Culture & Library Services (CoGD),
Ex-Officio Library Services Senior Coordinator, Library Technology & Heritage Coordinator, Community Engagement Officer - Heritage (all CoGD)
Apologies: Cr Tim Dark, Bill Warner (SDHS), Neil Wanstall (Community Representative), Merle Mitchell (Spirit of Enterprise Group), Cultural Heritage Program Lead (CoGD)

Minutes: Community Engagement Officer – Heritage, Library Technology and Heritage Coordinator (all CoGD)

Item No.	Item	Action	Action By
1.	Acknowledgment of country <i>The Aboriginal Peoples of the Kulin Nations are the Traditional Custodians of the lands now named City of Greater Dandenong. We acknowledge, recognise and respect Elders past, present and emerging, and their continuing connections to climate, culture and country.</i>	Chair	Chair
2.	Welcome, apologies The Chair welcomed everyone to the meeting and confirmed apologies.	Chair	Chair
3.	Confirmation of minutes for meeting held 1 April 2021 Minutes moved by Gaye Guest Seconded by Chris Keys	Chair	CoGD
4.	Matters arising from minutes The Chair advised that matters arising from minutes would be addressed as separate agenda items.	N/A	N/A
5.	Objectives of the Cultural Heritage Advisory Committee The Chair referred to the objectives of the Committee.	To be available as part of every meeting.	Chair
6.	Vanity Lane update Update from Place Manager – Activity Centre's Revitalisation <ul style="list-style-type: none"> • The scope of the design phase has expanded to include detailed design (full resolution) of the artwork portals which will enable them to be packaged as part of the overall project when it is tendered • Heine Jones consultants are currently designing three wall mounted interpretive signs which will appear in the lane. These will look the same as all other (black and white) 	CoGD	CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>interpretive signs in the activity centre. The topics include 1 x Couve family, 1 x McKeon family and 1 x historic timeline showing pharmacy families who operated at the site. Once the draft designs are received, they will circulate them to you for the committee to see and comment on.</p> <ul style="list-style-type: none"> • The project is unfolding slower than anticipated due to delays bought about by COVID and in the demolition process • Thank you to Chris Keys who has provided a high res image of the site under management of Laylors Pharmacy • Construction of the lane is not expected to commence until late 2021 (subject to the impact of lockdowns). • CoGD will circulate the concept images 		
7.	<p>Arts & Cultural Heritage Strategy update</p> <ul style="list-style-type: none"> • CoGD advised that work will commence on the new Arts and Cultural Heritage Strategy over the coming months. The development of the new strategy will be undertaken by external consultants and CoGD. • The consultants will meet with City of Greater Dandenong & engage with key stakeholders during the development. This includes the Cultural Heritage Advisory Committee to help assist in defining initiatives & activities to be incorporated in the next strategy. The development work to progress over the next few months through to the end of the year. The next strategy will be a four-year strategy. 	CoGD	CoGD
8.	<p>Springvale Community Hub update</p> <ul style="list-style-type: none"> • Springvale Community Hub is currently open. The current restrictions allowing the hub to open to 50 people. • The further easing of restrictions on Friday 18 June will allow the building to open up to 75 people. • CoGD have also begun meeting with Springvale and District Historical Society regarding planning a move into the Springvale Community Hub. The first stages of the move focused on office equipment, computers, technology, and the use of the meeting space. Collection related movements are being investigated as a second stage while this is planned further with SDHS. • CoGD are scheduling onsite induction training with SDHS in line with current restrictions. 	CoGD	CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

9.	<p>City of Greater Dandenong 25th anniversary publication update</p> <ul style="list-style-type: none"> • The sale and promotional related aspects of the 25th anniversary publication is being finalised. CoGD are close to being able to release the promotional video online again and explore other ways to promote. • CoGD have finalised the purchasing process through the library service. • Copies also to be provided to the two local historical societies for sale. • All proceeds of sales to go to Historical Societies • As part of the purchase at the library, the purchaser will be asked if they would like to be added to the CoGD Heritage email list for future programs and events to increase heritage engagement opportunities. • CoGD will notify the advisory committee once this is available online and promote via our library promotional channels such as Library enews, social media, in branch and media release. 		CoGD
10.	<p>Acquisitions / Collection policies Draft Civic and Cultural Heritage Collection Acquisition and Deaccession Working Group - Terms of Reference - update</p> <ul style="list-style-type: none"> • CoGD have circulated the minutes of the Civic and Cultural Heritage Collection Acquisition and Deaccession Working Group meeting. • The updated terms of reference which came from the October 2020 meeting were also circulated. • Further discussion ensued in relation to the ethical/legal receiving and ownership of items, Maryanne Mccubbin summarized the process Museums Victoria are guided by. Council officers to ensure that future policy work considers this in line with council legal requirements. This may also be considered as part of revised donation and transfer of ownership forms. • Meeting frequency of the group was also discussed, suggested that the working group meets 3 times per year. • Further suggestions or feedback welcome to CoGD. 		CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

11.	<p>Update on changing the History and Heritage website</p> <ul style="list-style-type: none"> • Work on the heritage pages on the City of Greater Dandenong website is ongoing. • CoGD are continuing to look at digital content to be incorporated on the site. This also includes aspects of digital content related to our exhibitions. • One of the items from the last meeting which was raised was the possibility of a direct link to the heritage pages. <p>The direct link has now been created, which is: greaterdandenong.vic.gov.au/cultural-heritage</p> <ul style="list-style-type: none"> • CoGD will refer to this link for any of our promotional material moving forward. 		CoGD
12.	<p>Hammond Road Archive, feasibility extension study</p> <ul style="list-style-type: none"> • The City of Greater Dandenong Heritage team were investigating short term storage efficiencies prior to the current restrictions • The Heritage team have been unable to progress this due to limited access onsite related to COVID restrictions. This also includes scheduling a meeting with the Historical Societies and Maryanne. • The Heritage team will also work on the COVID safe practices for work at the archive when work from home restrictions lift and will continue to keep the Historical societies updated in terms of access. 		CoGD
13.	<p>Approaching Multicultural Committee to discuss how the Cultural Heritage and Advisory Committee could more effectively engage with migrant communities / capturing small collections</p> <ul style="list-style-type: none"> • This item was deferred for further discussion at future meetings. 		All
14.	<p>Update on Noble Park Hall Trust</p> <ul style="list-style-type: none"> • Gaye Guest provided an update on the Noble Park Trust. The Trust was hoping to have their annual general meeting in June. 		GG
15.	<p>Current heritage projects / upcoming events</p> <p>Update from CoGD staff.</p> <ul style="list-style-type: none"> • School tour requests at Heritage Hill, working through how this can operate with COVID restrictions, and COVID safe planning. • 'Inspiration on the Hill' at Heritage Hill exhibition went up which included a selection of artworks from City of Greater Dandenong 		CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>collection that were created at Heritage Hill during the art competitions in the late 90s and early 2000s.</p> <ul style="list-style-type: none"> • Work continues on 'A Floral Muse' exhibition, which will also have an online component / curator talk. This exhibition will celebrate the decorative arts and crafts. • Installation of the exhibition 'Reading, Writing and Arithmetic: Early Education in the City of Greater Dandenong' was underway just as latest lockdown began – installation delayed until restrictions ease. • Collection maintenance and research. • City of Greater Dandenong are also finalising the next release of our Flashback Friday posts for use on social media. 		
16.	<p>Review of the Greater Dandenong Heritage Study 1999 To be held as an agenda item in relation to the review of the study.</p>		CoGD
17.	<p>Keysborough Uniting Church Current status Chris Keys and Gaye Guest provided an update on the Keysborough Uniting Church and local group that has formed to help protect the Church.</p>		All
18.	<p>Other matters Jan Trezise thanked CoGD on the development of the Spirit of Enterprise Trail Map Brochure. - 2021 meeting dates:</p> <ul style="list-style-type: none"> • Thursday 19/08/2021 • Thursday 21/10/2021 		JT
Meeting closed 7:00pm			
Confirmation of the next meeting date: 19/08/2021, Springvale Community Hub			

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

**4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021
& 20 October 2021 (Cont.)**

OTHER

**DRAFT MINUTES OF CULTURAL HERITAGE ADVISORY
COMMITTEE MEETING – 19 AUGUST 2021**

ATTACHMENT 2

**CULTURAL HERITAGE ADVISORY
COMMITTEE MEETING
19 AUGUST 2021**

PAGES 6 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

Advisory Committee or Reference Group Name: Cultural Heritage Advisory Committee Meeting

Date of Meeting: 19 August 2021

Time of Meeting: 5:30 pm

Meeting Location: Microsoft Teams - online

Attendees: Chris Keys (Chair, DDHS), Robyn Robie (SDHS), Gaye Guest (Community Representative), Jan Trezise (Spirit of Enterprise Group), Manager, Community Arts, Culture & Library Services (CoGD)

Ex-Officio Library Services Senior Coordinator, Library Technology & Heritage Coordinator, Community Engagement Officer – Heritage, Cultural Heritage Program Lead (all CoGD)

Apologies: Mayor Cr Angela Long, Cr Tim Dark (both CoGD), Bill Warner (SDHS), Neil Wanstall (Community Representative), Merle Mitchell (Spirit of Enterprise Group), Maryanne McCubbin (Museums Victoria)

Minutes: Community Engagement Officer – Heritage, Cultural Heritage Program Lead, Library Technology and Heritage Coordinator (all CoGD)

Item No.	Item	Action	Action By
1.	Acknowledgment of country <i>The Aboriginal Peoples of the Kulin Nations are the Traditional Custodians of the lands now named City of Greater Dandenong. We acknowledge, recognise and respect Elders past, present and emerging, and their continuing connections to climate, culture and country.</i>	Chair	Chair
2.	Welcome, apologies The Chair welcomed everyone to the meeting and confirmed apologies.	Chair	Chair
3.	Confirmation of minutes for meeting held 17 June 2021 Minutes moved by Gaye Guest Seconded by Robyn Robie	Chair	CoGD
4.	Matters arising from minutes The Chair advised that matters arising from minutes would be addressed as separate agenda items.	N/A	N/A
5.	Objectives of the Cultural Heritage Advisory Committee The Chair referred to the objectives of the Committee.	To be available as part of every meeting.	Chair
6.	Vanity Lane update The draft interpretive signage was circulated to the Committee by CoGD following the June meeting. CHAC members advised that they had provided positive feedback to Council on this project. Further updates will be provided as project progresses.	CoGD	CoGD
7.	Arts & Cultural Heritage Strategy update	CoGD	CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>CoGD advised that external consultants are commencing with CoGD in August.</p> <p>The consultants will engage and consult with CHAC members as part of the project process.</p>		
8.	<p>Springvale Community Hub update</p> <p>The Chair reported that the Hub was currently closed due to restrictions. The Chair expressed thanks to CoGD for the two additional meetings had been scheduled for the Hub Committee.</p> <p>The Chair advised that the administration of SDHS had been relocated to the Hub. SDHS will commence relocating collections once restrictions ease.</p> <p>SDHS provided an update on new volunteers and proposed project documenting local reserves with Roz Blades.</p>	CoGD	CoGD
9.	<p>City of Greater Dandenong 25th anniversary publication update</p> <p>Members of CHAC congratulated the Chair on the recent media article for the publication.</p> <p>The Chair reported that she had received positive comments on the publication to date.</p> <p>There was a suggestion to include the publication promotional video as part of Springvale Community Hub promotions.</p>		CoGD
10.	<p>Acquisitions / Collection policies</p> <p>CoGD reported that the updated draft Terms of Reference had been circulated to the Committee. Committee to provide final feedback prior to adoption.</p> <p>CoGD also reported that following discussions at June 2021 meeting, they are recommending that procedures on ethical/legal receiving and ownership of items be created as part of the Operational Guidelines. These would be prepared by an external museum consultant in consultation with heritage collections staff.</p> <p>The draft Operational Guidelines would then be presented to the Working Group at the first meeting for comment, and later, adoption.</p>		CoGD
11.	<p>Update on changing the History and Heritage website</p>		CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>CoGD reported that they are continuing to look at digital content to be incorporated onto heritage webpages.</p> <p>CoGD reported recent additions include the 25th anniversary publication video and information. The heritage team are also working on digital exhibition content to be placed online.</p>		
12.	<p>Hammond Road Archive, feasibility extension study</p> <p>CoGD reported that a budget bid was being put forward for the 2022-2023 budget for longer term storage needs.</p> <p>CoGD reported that they are continuing to explore short term options to improve storage efficiencies at the archive, and thanked Maryanne McCubbin for her and her colleague's advice in relation to this.</p> <p>CoGD advised that they were looking forward to meeting with MV staff onsite to explore further when restrictions ease.</p>		CoGD
13.	<p>Approaching Multicultural Committee to discuss how the Cultural Heritage and Advisory Committee could more effectively engage with migrant communities / capturing small collections</p> <p>The Chair advised that this agenda item was on hold until restrictions ease, and we can meet face to face.</p> <p>Jan Trezise referred to available community histories / publications as a way of potentially capturing these stories.</p> <p>CoGD suggested that this agenda item could also be considered as part of overall strategic planning.</p>		CoGD
14.	<p>Greater Dandenong Gallery of Art / Masonic Hall Time Capsule Project</p> <p>CoGD advised that they are currently working on a time capsule to mark the redevelopment of the former Masonic Hall into the new art gallery.</p> <p>The time capsule project is currently underway and is being overseen by the Heritage team in collaboration with Arts and Culture.</p> <p>CoGD thanked Cr Long and DDHS for their input in the project to date.</p>		All

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	Further updates will be provided as the project progresses.		
15.	<p>Update on Noble Park Hall Trust</p> <p>Gaye Guest provided an update on the Noble Park Trust, including their online AGM.</p> <p>Gaye Guest provided an update on the Noble Park Jug House heritage protection and importance to the local area.</p>		GG
16.	<p>Current heritage projects / upcoming events</p> <p>Update from CoGD staff.</p> <ul style="list-style-type: none"> • Research and preparation of Flashback Friday posts continuing to good online engagement with the Graham Southam Collection • 1,136 Ehive page views from July to mid-August 2021 • Work continuing for online content for history of schooling exhibition 'Reading, Writing and Arithmetic, Early Education in the City of Greater Dandenong'. The physical exhibition has been closed to the public due to restrictions. • The exhibition will have an accompanying public program from staff from PROV • Work continuing for 'A Floral Muse' exhibition, which will also have an online component / curator talk. This exhibition will celebrate the decorative arts and crafts. • Collection maintenance and research continuing • School tour program currently on hold until restrictions ease • Community History Award nomination for recent Words of Wisdom online exhibition. <p>There was a suggestion from Jan Trezise to provide an outreach opportunity for schools at Springvale Community Hub for the history of schooling exhibition.</p>		CoGD
17.	<p>Review of the Greater Dandenong Heritage Study 1999</p> <p>To be held as an agenda item in relation to the review of the study.</p>		CoGD
18.	<p>Keysborough Uniting Church</p> <p>The Chair commended Director City Planning, Design And Amenity for an extraordinary job with working with all stakeholders on the Keysborough Chapel project.</p> <p>The Chair advised that an incorporated group is being formed to support the preservation of the church.</p>		All

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

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	Gaye Guest reported that the church windows had been damaged.		
19.	Other matters - 2021 meeting dates: <ul style="list-style-type: none">• Thursday 21/10/2021		
Meeting closed 7:00pm			
Confirmation of the next meeting date: 21/10/2021, Location to be confirmed			

DRAFT

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

**4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021
& 20 October 2021 (Cont.)**

OTHER

**DRAFT MINUTES OF CULTURAL HERITAGE ADVISORY
COMMITTEE MEETING - 21 OCTOBER 2021**

ATTACHMENT 3

**CULTURAL HERITAGE ADVISORY
COMMITTEE MEETING
21 OCTOBER 2021**

PAGES 8 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

Advisory Committee or Reference Group Name: Cultural Heritage Advisory Committee Meeting

Date of Meeting: 21 October 2021

Time of Meeting: 5:30 pm

Meeting Location: Microsoft Teams - online

Attendees: Chris Keys (Chair, DDHS), Robyn Robie (SDHS), Gaye Guest (Community Representative), Jan Trezise (Spirit of Enterprise Group), Mayor Cr Angela Long

Ex-Officio Library Services Senior Coordinator, Library Technology & Heritage Coordinator, Community Engagement Officer – Heritage, Cultural Heritage Program Lead (all CoGD)

Apologies: Cr Tim Dark (CoGD), Bill Warner (SDHS), Neil Wanstall (Community Representative), Maryanne McCubbin (Museums Victoria), Manager, Community Arts, Culture & Library Services (CoGD)

Minutes: Community Engagement Officer – Heritage, Cultural Heritage Program Lead, Library Technology and Heritage Coordinator (all CoGD)

Item No.	Item	Action	Action By
1.	Acknowledgment of country <i>The Aboriginal Peoples of the Kulin Nations are the Traditional Custodians of the lands now named City of Greater Dandenong. We acknowledge, recognise and respect Elders past, present and emerging, and their continuing connections to climate, culture and country.</i>	N/A	N/A
2.	Welcome, apologies The Chair welcomed everyone to the meeting and confirmed apologies. CGD noted that the meeting was being recorded for minute taking purposes.	N/A	N/A
3.	Confirmation of minutes for meeting held 19 August 2021 Minutes moved by Robyn Robie Seconded by Gaye Guest	N/A	N/A
4.	Matters arising from minutes The Chair requested that the heritage promotional mailing list be checked to confirm that it contains the current email addresses. The Chair advised that matters arising from minutes would be addressed as separate agenda items.	Confirm mailing list contains up to date email addresses.	CoGD officers
5.	Objectives of the Cultural Heritage Advisory Committee The Chair referred to the objectives of the Committee.	N/A	N/A
6.	Vanity Lane update An update from the Placemaking and Revitalisation	Further updates to be provided as project	CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>Team was provided to the Committee in relation to Vanity Lane project:</p> <ul style="list-style-type: none"> Detailed refinement of all the laneway features and treatments continues led by Hassell Design Studio The contract documentation phase is nearing completion and expected to be finished by late November. The project will be advertised for Tender in January 2022 to secure a suitable construction company Construction will commence in mid-2022 <p>The Chair requested clarification as to whether this included interpretation, it was advised that it was believed to be included as part of the project.</p> <p>CGD advised that further information will be provided on the project as it progresses.</p>	progresses.	
7.	<p>Arts & Cultural Heritage Strategy update</p> <p>CoGD officers advised that information had been sent to the Committee regarding an upcoming consultation session on Thursday 5 November.</p> <p>The consultation session will be combined with CHAC and the Arts Advisory Board, facilitated by SPARK consultants.</p> <p>CGD encouraged CHAC members to consider future thoughts and ideas ahead of the session.</p>	Consider attending upcoming consultation session.	All
8.	<p>Springvale Community Hub update</p> <p>The Chair reported that it was difficult for SDHS to access the site due to restrictions and raised the importance of digitising collections for community access during this time. CoGD staff agreed that digitisation of collections is becoming increasingly important.</p> <p>CoGD advised that the Springvale Hub is currently closed to the public, with Click and Collect Library services being offered.</p> <p>CoGD reported they are continuing to monitor to state roadmap as they work to plan what reopening will look like and are aiming to finalise this soon. CGD reported that they look forward to continuing to work with SDHS on their move into the Hub.</p>	Further updates to be provided to CHAC as restrictions ease.	CoGD
9.	<p>City of Greater Dandenong 25th anniversary publication update</p>	Promotion publication and circulation to local schools	CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>CoGD advised that they were continuing to look at the promotion for the publication and utilising the Springvale Hub screens for the promotional video.</p> <p>They reported that local schools will receive a copy of the book for their collections, and that more social media posts were planned for when Libraries reopen.</p>		
10.	<p>Acquisitions / Collection policies</p> <p>CoGD thanked everyone who had provided feedback on the updated terms of reference and confirmed that all comments had been included.</p> <p>They confirmed that work will commence in the new year in relation to the Working Group and finalising the relevant sections of the Operational Guidelines. These would be prepared by an external museum consultant in consultation with heritage collections staff. The draft sections would then be presented to the Working Group for comment and adoption.</p>	Further updates as project progresses	CoGD
11.	<p>Update on changing the History and Heritage website</p> <p>CoGD reported that they are continuing to look at digital content to be incorporated onto heritage webpages, including the recent online exhibitions, and that they will continue to add content as it develops.</p> <p>CoGD reported that they will be looking at rebranding heritage pages in the future, this would be considered alongside any changes to the website.</p>	Updates to be provided to the Committee	CoGD
12.	<p>Hammond Road Archive, feasibility extension study</p> <p>CoGD reported that a budget bid was being put forward for the 2022-2023 budget for longer term storage feasibility study. This study would help predict the predicted growth of the collections and make recommendations on future storage requirements.</p> <p>CoGD reported that they had recently applied for a small capital budget bid to convert an unused room at the back of the archive building to provide a small multipurpose space. They advised the bid was also to explore changes in existing racking systems to improve storage efficiencies, and thanked Maryanne McCubbin for advice in relation to this.</p> <p>CoGD advised that they were looking forward to meeting with MV staff onsite to explore further when restrictions ease.</p>	CoGD officers to meet with Chair to discuss budget bids	CoGD / Chair

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	The Chair requested further information in relation to the budget bids.		
13.	<p>Approaching Multicultural Committee to discuss how the Cultural Heritage and Advisory Committee could more effectively engage with migrant communities / capturing small collections</p> <p>The Chair advised that this agenda item was on hold until restrictions ease, and we can meet face to face.</p>	On hold until can progress further	CoGD / SDHS / DDHS
14.	<p>Greater Dandenong Gallery of Art / Masonic Hall Time Capsule Project</p> <p>CoGD advised that work is continuing on a time capsule to mark the redevelopment of the former Masonic Hall into the new art gallery.</p> <p>CoGD thanked Cr Long and DDHS for their involvement in the project to date and advised that they are aiming to have the capsule completed in November 2021.</p> <p>CoGD advised that a summary of the capsule contents would be circulated to CHAC members for their information, and that further updates will be provided as the project progresses.</p>	Further updates provided as project progresses	CoGD
15.	<p>Update on Noble Park Hall Trust</p> <p>Gaye Guest advised that Copas Park has had roses installed, and congratulated Parks and Gardens and Placemaking and Revitalisation teams on a fantastic job. She advised that she hoped the interpretive sign and history of Tom Copas will be coming.</p> <p>She reported that Paddy O'Donoghue Centre won't reopen until 2022 due to restrictions and COVID planning.</p>	N/A	N/A
16.	<p>Staff update</p> <p>CoGD officers provided an update on staffing, including the departure of Library Services Senior Coordinator.</p> <p>The Library Services Senior Coordinator advised the Committee that it had been a pleasure working with them.</p> <p>The Chair acknowledged the Library Services Senior Coordinator for her work with the Committee and wished her the best with her future endeavours.</p>	N/A	N/A
17.	<p>Grant updates</p> <p>CoGD provided an update on recent grant applications.</p>	Further updates provided to Committee as projects progress	CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>CoGD advised that they were successful with CoGD Public Records Office Victoria (PROV) grant, 15k for 'We Built this City' interpretation project that celebrates the diversity of Greater Dandenong's built heritage and the lesser-known histories behind each site.</p> <p>The project will be staged, with stage 1 to be completed by mid-2024. This stage will include</p> <ul style="list-style-type: none"> • Guerrilla sticky plaques/paste ups and postcards at 20 sites across the municipality, incorporating small QR codes to link to online video content of an overview of each site's history, significance and architecture, and relevance to local collections; • Publishing short videos on social media and sharing content to local schools, encouraging community to share their own collective memories of each site; • Opportunity for promotion of local historical societies via their potential inclusion in short videos. <p>It is proposed that a Stage 2, a trail map of the sites, will be a future funding application.</p> <p>CoGD thanked DDHS and SDHS for their letters of support for the PROV project.</p> <p>CoGD advised that they were waiting advice on the for \$1,800 Significance Assessment and Caring for Collections training sessions for Historical Societies/local collecting organisations, CoGD advised that they should receive advice late October.</p> <p>CoGD advised that they were not successful for their Community History Award nomination for the recent Words of Wisdom online exhibition.</p>		
18.	<p>Current heritage projects / upcoming events Update from CoGD staff.</p> <ul style="list-style-type: none"> • Research and preparation of Flashback Friday posts continuing to good online engagement with the Graham Southam Collection, recently supported by our heritage volunteer program • Ehive views from July to October to date is 2,871 views • Online exhibition history of schooling exhibition 'Reading, Writing, and Arithmetic: Early Education in the City of Greater Dandenong' was released on 1 October, receiving good engagement and feedback on 	N/A	CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>this, this will hopefully also soon be complemented by the physical exhibition at Heritage Hill once venues reopen.</p> <ul style="list-style-type: none"> • Online public program to accompany the exhibition, with Assistant Manager Collection Management from PROV on how to use PROV resources to undertake research, and also some case studies and anecdotes. • The online exhibition and program were included as part of the October History Month RHSV program • Work continuing for a Floral Muse exhibition, which will have an online component and curators talk, and a physical exhibition once restrictions ease • Research requests and collection maintenance continuing • Some heritage staff have recently undertaken professional development held through MAV in Family History research 		
19.	<p>Review of the Greater Dandenong Heritage Study 1999 To be held as an agenda item in relation to the review of the study.</p>	N/A	CoGD
20.	<p>Keysborough Uniting Church</p> <p>The Chair commended Director City Planning, Design and Amenity for an extraordinary job with working with all stakeholders on the Keysborough Chapel project.</p> <p>The Chair advised that an incorporated group 'Friends of the Historic Keysborough Chapel' is being formed to support the preservation of the church. The group are hoping that the Uniting Church will gift the church and some of the land to the group for use.</p> <p>They are waiting a response from Council and the Uniting Church on the status of the site.</p> <p>Gaye Guest acknowledged the Chair for all of her work toward the formation of the group and expressed hope for the future of the Church.</p>	Further updates to be provided to the Committee as they are received.	All
21.	<p>Other matters</p> <p>The Chair reported that the Manager, Community Arts, Culture & Library Services has requested to meet with her on a quarterly basis in relation to Council's strategies, future planning and historical societies. She reported that she was pleased to be participating in the meetings.</p> <p>Gaye Guest enquired regarding the capturing of information relating to gender on feedback surveys for Council programs, and whether it was required as part of this process.</p> <p>CoGD updated the Committee on a late agenda item,</p>	<p>CoGD to provide feedback regarding capturing of gender information to relevant staff.</p> <p>CoGD officers to provide further information on consultation dates.</p>	CoGD

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Cultural Heritage Advisory Committee Meetings - 17 June 2021, 19 August 2021 & 20 October 2021 (Cont.)

	<p>the Frank Street Public Square Project in Noble Park.</p> <p>Currently being overseen by Placemaking and Revitalisation Team within Council, the project aims to complement business activity and visitor attraction to Noble Park Activity centre while building on the centre's sense of community spirit and much-loved village character.</p> <p>A Concept Design will be prepared and consultation on the design will be open during November.</p> <p>There is further information on the Council website about the project and we can send through a link to the page. CoGD officers will forward on any further information about consultation as its received.</p> <p>The Chair advised that SDHS had been contacted in relation to the project, and thanked Robyn Robie for undertaking research and providing information on the history of the site. Robyn provided the group with a summary of the history of the site.</p>		
22.	<ul style="list-style-type: none"> • 2022 meeting dates to be circulated 	CoGD to circulate 2022 meeting dates to the Committee.	CoGD
Meeting closed 6:50pm			
Next meeting date: Time and location to be confirmed			

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

4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 17 & 24 January & 7 February 2022

File Id: fA25545
Responsible Officer: Manager Governance

1. Report Summary

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

The matters listed in this report were presented to Councillor Briefing Sessions & Pre-Council Meetings in January & February 2022.

2. Recommendation Summary

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

4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 17 & 24 January & 7 February 2022 (Cont.)

3. Background

The Executive Management Team and associated staff at Greater Dandenong City Council host Councillor Briefing Sessions and Pre-Council Meeting on a regular basis (weekly) to inform Councillors about the work officers are undertaking, share information, obtain feedback and discuss strategies and options for current and future work.

To ensure transparency in this process matters discussed at Councillor Briefing Sessions and Pre-Council Meetings (other than those matters designated to be confidential under the *Local Government Act 2020*) are reported on at Council meetings. This report represents matters discussed at the Councillor Briefing Sessions & Pre-Council Meetings in January & February 2022.

4. Matters Presented for Discussion

Item		Councillor Briefing Session/Pre-Council Meeting
1	<p><i>Domestic Animal Management Plan (DAMP)</i></p> <p>Councillors were presented with an overview of the draft Domestic Animal Plan 2021-2025. This draft plan will be presented to Council for adoption at a future Council Meeting.</p>	17 January 2022
2	<p><i>2022 Advocacy Program</i></p> <p>Councillors discussed and provided feedback regarding the proposed 2022 Advocacy Program.</p>	17 January 2022
3	<p><i>General Discussion</i></p> <p>Councillors and Council officers briefly discussed the following items:</p> <ul style="list-style-type: none"> a) Current COVID-19 status. b) Feedback on Council's New Year's Eve event in Dandenong Park. d) Agenda items for the Council Meeting of 24 January 2022. 	17 January 2022
4	<p><i>General Discussion</i></p> <p>Councillors and Council officers briefly discussed the following items:</p> <ul style="list-style-type: none"> a) Current COVID-19 status. b) Upcoming Australia Day events within the municipality. c) Agenda items for the Council Meeting of 24 January 2022. 	24 January 2022

4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 17 & 24 January & 7 February 2022 (Cont.)

5	<i>Proposed Redevelopment of Sandown Racecourse</i> Councillors were provided with an update on the proposed redevelopment of Sandown Racecourse by representatives from the Melbourne Racing Club.	<i>7 February 2022</i>
6	<i>Proposed Development in Dandenong</i> Councillors were provided with a presentation from a developer regarding a proposal for Heatherston Road, Dandenong.	<i>7 February 2022</i>
7	<i>Land in Noble Park North (CONFIDENTIAL)</i> Councillors were provided with options regarding the development of land recently purchased by Council.	<i>7 February 2022</i>
8	<i>Summary of Funding Secured in 2020-2021</i> Councillors were provided with a summary of funding Council secured in the previous financial year.	<i>7 February 2022</i>
9	<i>General Discussion</i> Councillors and Council officers briefly discussed the following items: a) Current COVID-19 status. b) Anti-social behaviour at Dandenong Station. c) Current roadworks within the municipality. c) Agenda items for the Council Meeting of 14 February 2022.	<i>7 February 2022</i>

5. Apologies

- Cr Lana Formoso, Cr Richard Lim & Cr Sean O'Reilly submitted apologies for the Councillor Briefing Session on 17 January 2022.
- Cr Lana Formoso & Cr Bob Milkovic submitted apologies for the Pre-Council Meeting on 24 January 2022.
- Cr Bob Milkovic submitted an apology for the Councillor Briefing Session on 7 February 2022.

4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 17 & 24 January & 7 February 2022 (Cont.)

6. Community Vision 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 for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

6.1 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
- Embrace diversity and multiculturalism
- Mind, Body and Spirit
- Art and Culture

6.2 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.

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

Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.

Reporting on matters discussed at Councillor Briefing Sessions and Pre-Council Meetings gives effect to the overarching governance principles (in particular, section 9(i) of the *Local Government Act 2020*) in that the transparency of Council actions and information is ensured.

4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 17 & 24 January & 7 February 2022 (Cont.)

8. Victorian Charter of Human Rights and Responsibilities

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

9. 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.

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 because it is a reporting mechanism only. The report does not have the potential to influence broader social norms and gender roles nor does it benefit any one gender group over any other.

10. 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 because it is purely administrative in nature and is a reporting mechanism only.

11. Recommendation

That:

- 1. the information contained in this report be received and noted; and**
- 2. the information discussed at the above listed Councillor Briefing Session that was declared confidential in Item 7 under section 3(1) of the *Local Government Act 2020* remains confidential until further advisement unless that information forms the subject of a subsequent Council report.**

4.3.4 List of Registered Correspondence to Mayor and Councillors

File Id:	qA283304
Responsible Officer:	Manager Governance
Attachments:	Correspondence Received 7-18 February 2022

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 7-18 February 2022.

Recommendation

That the listed items provided in Attachment 1 for the period 7-18 February 2022 be received and noted.

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

OTHER

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

ATTACHMENT 1

**CORRESPONDENCE RECEIVED
7-18 FEBRUARY 2022**

PAGES 3 (including cover)

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

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



Correspondences addressed to the Mayor and Councillors received between 07/02/22 & 18/02/22 - for officer action - total = 3

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
An issue reported by Cr Dark regarding cats roaming the street at Burraneer Drive, Keysborough.	07-Feb-22	08-Feb-22	fA238318	Regulatory Services
A complaint from a Keysborough resident regarding the height of trees in an adjacent reserve and the leaves and debris they cause on their property and also the noise from an adjacent gym.	16-Feb-22	16-Feb-22	fA238910	Mayor and Councillors EA
A copy of a letter sent to the Minister for Roads & Road Safety regarding a parking infringement notice received in Noble Park by a Wantirna South resident.	11-Feb-22	17-Feb-22	fA239006	Mayor and Councillors EA

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

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



Correspondences addressed to the Mayor and Councillors received between 07/02/22 & 18/02/22 - for information only - total = 1

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
A letter from the Minister for Local Government advising the Mayor of his appointment to the Noble Park Revitalisation Board.	10-Feb-22	14-Feb-22	A8498731	CEO

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.