



**GREATER  
DANDENONG**  
*City of Opportunity*

# **AGENDA**

## **TUESDAY 14 MARCH 2023**

Commencing at 7:00 PM

### **COUNCIL MEETING**

At the time of printing this Agenda, the Council Meeting to be held on Tuesday 14 March 2023, will be open to the public to attend in person but will be subject to venue seating capacity.

This will be a hybrid meeting consisting of Councillors attending in person and remotely.

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

To view the webcast and stay informed of the status of Council Meetings please visit Council's [website](#).

*The Civic Centre basement carpark will be opened to all members of the public during library opening hours. Any parking in this area will be subject to availability and time limits as notified by any signage posted.*

**COUNCIL CHAMBERS**  
**225 Lonsdale Street, Dandenong VIC 3175**

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## **1 MEETING OPENING**

### **1.1 ATTENDANCE**

#### **Apologies**

### **1.2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND**

Council acknowledges the Traditional Owners and Custodians of this land, the Bunurong people and pays 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, REFLECTION OR AFFIRMATION**

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer this evening will be offered by Pastor David Owen from the Combined Churches of Greater Dandenong.

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

Meeting of Council held 27 February 2023.

#### **Recommendation**

**That the minutes of the Meeting of Council held 27 February 2023 be confirmed.**

## 1.5 DISCLOSURES OF INTEREST

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

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

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

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

## **2 OFFICERS' REPORTS - PART ONE**

### **2.1 DOCUMENTS FOR SEALING**

#### **2.1.1 Documents for Sealing**

File Id:	A2683601
Responsible Officer:	Manager Governance

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#### **Report Summary**

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

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

#### **Recommendation Summary**

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

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

#### **Item Summary**

There is one items being presented to Council's meeting of 14 March 2023 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 2017, the Heritage Act 2017, the Infringements Act 2006, the Land Acquisition 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 officers to carry out the statutory responsibilities of the above Acts and is subject to policy and delegations previously adopted by Council:
  - Suzannah McCready

#### **Recommendation**

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



## 2.2 DOCUMENTS FOR TABLING

### 2.2.1 Petitions and Joint Letters

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

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### Report Summary

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

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

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

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

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

### Recommendation Summary

This report recommends that the listed items in Attachment 1, and the current status of each, be received and noted.

### **2.2.1 Petitions and Joint Letters (Cont.)**

#### **Petitions and Joint Letters Tabled**

Council received no new petitions and no joint letters prior to the Council Meeting of 14 March 2023.

***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.**

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

**DOCUMENTS FOR TABLING**

**PETITIONS AND JOINT LETTERS**

**ATTACHMENT 1**

**PETITIONS AND JOINT LETTERS**

**PAGES 6 (including cover)**

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

**2.2.1 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 5235.*

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

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

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

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



### 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.

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

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

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

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

- i) does not relate to a matter of the type described in section 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).

d) 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.

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

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

## **4 OFFICERS' REPORTS - PART TWO**

### **4.1 POLICY AND STRATEGY**

#### **4.1.1 Review of Council Policies - Flag Flying Policy 2023**

File Id:

Responsible Officer:

Manager Governance

Attachments:

Revised Flag Flying Policy 2023 for Re-Adoption

Application to Fly a Flag on Council's Community  
Flagpole

Current Flag Flying Policy 2016

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### **1. Report Summary**

Council policies are in place to ensure accordance with relevant legislation, regulations and best practices. They provide a consistent approach to Council's operational requirements and promote accountability and transparency of Council decisions and actions.

The Flag Flying Policy provides consistent guidelines for the flying of flags at Council's civic and community flagpole sites and is reviewed every four years to ensure it remains current and compliant. It is now presented to Council for readoption.

### **2. Recommendation Summary**

This report recommends that the Flag Flying Policy provided in Attachment 1 to this report be readopted.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

### 3. Background

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

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

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

Council policies should be read in conjunction with any related legislation, relevant internal policies, codes of practice or guidelines. A Council policy is considered to be automatically revoked upon re-adoption of the latest version of that policy. Policies that are superseded or superfluous to Council's needs require formal abolition by Council.

The Flag Flying Policy 2023 provides guidance regarding the flying of National and Community Flags from Council's civic and community flagpole sites. National Flags are flown in accordance with the Australian Flag Protocols.

### 4. Proposal

The Flag Flying Policy 2023 is presented for re-adoption with some minor changes as follows:

- civic flagpole sites have been updated to reflect the removal of six civic flagpoles formerly located on Springvale Road;
- community flagpole sites have been updated to include one additional community flagpole erected in Harmony Square;
- a summary of the Torres Strait Islander Flag background has been added for consistency and it is also acknowledged that the flag is permanently flown from all civic flagpoles as resolved by Council on 13 November 2017; and
- the section on Significant Dates has been updated to include National Apology Day, National Sorry Day and the King's Birthday.

For additional information, Attachment 2 to this report provides the Application Form to Fly a Community Flag on Council's Community Flagpoles in either Harmony Square or Multicultural Place and Attachment 3 provides the current Flag Flying Policy (dated 2016).

### 5. Financial Implications

There are no financial implications associated with this report.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

## 6. Consultation

Prior to reporting to Council, the Flag Flying Policy was reviewed and evaluated by the Executive Team.

## 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 Great 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:

- Embrace diversity and multiculturalism.

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

## 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 aligns with principles (a), (b) and (c) which are:

- a. Council decisions are to be made and actions taken in accordance with the relevant law; *adhering to the Flags Act 1953 and actively responding to flag notifications received by the Department of the Prime Minister and Cabinet and the Victorian Department of Premier and Cabinet Protocols;*
- b. priority is to be given to achieving the best outcomes for the municipal community, including future generations; *ensuring all residents and community groups are accorded respect and consideration of their needs and preferences regardless of gender, religious belief, nationality, race or any other point of difference;* and
- c. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted; *undertaking regular reviews of Council's Flag Flying Policy and presenting it to Council for re-adoption*

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#### **4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**

### **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).

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of the Flag Flying Policy 2023. It is acknowledged that this policy is purely administrative in its nature and will not impact negatively on any rights identified in the Charter.

### **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 policy but are not relevant to its contents. It is acknowledged that this policy is purely administrative in its nature and does not have the ability to impact gender roles.

### **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.

It is acknowledged that the Flag Flying Policy 2023 will have no impact or influence 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.

### **Related Council Policies, Strategies or Frameworks**

- Indigenous Policy
- Reconciliation Action Plan

### **Conclusion**

It is recommended that the reviewed Flag Flying Policy 2023 provided in Attachment 1 to this report be adopted for a further four years with minor changes as detailed.

**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**

**14. Recommendation**

**That Council approve the reviewed and amended Flag Flying Policy 2023 provided in Attachment 1 to this report.**

**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**

**POLICY AND STRATEGY**

**REVIEW OF FLAG FLYING POLICY 2023**

**ATTACHMENT 1**

**FLAG FLYING POLICY FOR RE-ADOPTION**

**PAGES 16 (including cover)**

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



4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



# Flag Flying Policy

Policy Endorsement:	Council		
Policy Superseded by this Policy:	Not Applicable		
Directorate:	Corporate Services/CEO		
Responsible Officer:	Manager Governance		
Policy Type:	Discretionary		
File Number:		Version No:	3
1 <sup>st</sup> Adopted by Council	9 June 2009 Minute No.171	Last Adopted by Council:	12 Sept 2016 Minute No.1516
Review Period:	Every Four (4) Years	Next Review:	January 2027

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**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**

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**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**



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### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

#### 1. POLICY OBJECTIVE

The purpose of this policy is to provide consistent guidelines for the flying of flags at Greater Dandenong City Council's civic and community flagpole sites throughout the municipality.

This policy purposefully divides the civic and community flagpole sites into two distinct categories for flags to be flown as follows:

- at each of Council's **civic** flagpole sites. It ensures that Council complies with flag protocols issued by both the Department of Prime Minister and Cabinet and the Department of Premier and Cabinet – Protocols Unit and provides for specific arrangements for flying flags at half-mast on days of significance or in remembrance of persons or events at these sites;
- at each of Council's **community** flagpole sites and provides for specific criteria for the provision of such flags by community groups and members to Council so that community flags can be flown at these sites.

#### 2. BACKGROUND

Flags represent the past, present and future, they boost local and national identities, strengthen community cohesion and mark civic pride.

Australian National Flags are flown by the Council at various civic locations across the municipality, in accordance with Australian Flag Protocols. Throughout the year, Department of Prime Minister and Cabinet and the Victorian Government's Department of the Premier and Cabinet releases flag notifications that Council must adhere to for flying National Flags on special occasions or occasions when flags should be flown at half-mast.

In addition to Council's civic flagpoles, Council has installed community flagpoles in two locations for use by the community, upon application. This occurs where a particular flag is not nationally recognised but holds significant importance to specific community groups and members.

#### 3. SCOPE

This policy applies to Council's four civic and two community flagpole sites.

##### **Civic flagpole sites**

Greater Dandenong City Council, as an expression of its governance responsibilities, flies nationally recognised flags at each of its civic flagpole sites. Council's Governance Unit is responsible for ensuring that the flags are displayed with due diligence, dignity and attention to position.

The locations of Council's four (4) civic flagpole sites are as follows:

- Corner Lonsdale and Langhorne Streets, Dandenong (three flagpoles);
- Springvale Community Hub (three flagpoles);
- Dandenong Civic Centre (three flagpoles); and
- Drum Theatre (one flagpole).

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

##### Community flagpole sites

Greater Dandenong City Council, in recognising the diversity of communities within the municipality, also flies community flags upon request at each of its community flagpole sites. Council's Governance Unit is responsible for ensuring that the flags are displayed with due diligence, dignity and attention to position.

The locations of Council's two (2) community flagpole sites are as follows:

- Multicultural Place, Buckingham Avenue, Springvale (one flagpole); and
- Harmony Square, Walker Street, Dandenong (two flagpoles).

##### When this policy does not apply

This policy does not apply to the promotional gateway banner pole sites which are located at:

- Springvale Road, Springvale (near Boulton St);
- Princes Hwy, Dandenong (opposite Robinson St);
- Princes Hwy, Dandenong (near Peter Stevens Motorcycles);
- Douglas St and Heatherton Rd, Noble Park;
- Menzies Ave, Dandenong; and
- Brady Rd, Dandenong North.

These banner pole sites are maintained by the Media and Communications Unit within Council and are used solely for the purpose of promoting the city and events.

The flag poles located at the Pillars of Freedom, on the corner of Lonsdale and Clow Streets, near Palm Plaza is a monument of the Dandenong RSL and is maintained by the RSL. Council does assist the RSL from time to time in the maintenance of this monument and will replace the Australian flag prior to Anzac Day and Remembrance Day events.

The flagpole located at War Memorial Reserve on the corner of Heatherton Road and Mons Parade, Noble Park (adjacent to the Noble Park RSL) is a monument of the Noble Park RSL and is maintained by the RSL. Council does assist the RSL from time to time in the maintenance of this monument and the replacement of the Australian flag prior to Anzac Day and Remembrance Day events.

##### Flags that may cause offense

Council will consider requests to fly other flags in accordance with this policy and the Australian National Flag Protocols. In doing so, regard shall be given to whether the flying of a flag would cause offence to sectors of the community or whether highlighting a particular issue, cause or group would be inconsistent with Council's commitment to strengthening community resilience, inclusion and safety.

While this policy only applies to flags flown at Council's civic and community flagpole sites, Council reserves the right to direct those responsible for flagpoles on other Council-owned sites to remove any flag that may be deemed offensive.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

## 4. POLICY

### 4.1 FLYING OF FLAGS AT CIVIC FLAG POLES

Council will, always, strictly adhere to the flag protocol of the Federal and State Governments and the guidelines set out in this policy and, as such, will display and fly only official flags of recognised states at Council's civic flagpole sites. (Further information or clarification on flag flying protocols can be accessed at [Australian-national-flag-protocols](#) These include the:

- Australian flag;
- Victorian flag;
- Aboriginal flag;
- Torres Strait Islander flag;
- United Nations flag;
- Greater Dandenong City Council house flag (pennant);
- Charitable House Flags; and
- Any other flag prescribed by the State and Federal Government's flag protocols.

The following civic flagpole sites will fly the following flags:

- Corner Lonsdale and Langhorne Streets Dandenong, where there are three flagpoles, the Australian, Aboriginal and Torres Strait Islander flags will be flown;
- Dandenong Civic Centre, where there are three flagpoles, the Australian, the Aboriginal and the Torres Strait Islander flags will be flown; and
- Drum Theatre where there is one flagpole will fly the Australian Flag.
- Springvale Community Hub where there are three flagpoles the Australian, the Aboriginal and the Torres Strait Islander flags will be flown.

The Australian flag at Council's office locations will always be flown in the pre-eminent position unless the Federal or State Government requests another official flag be flown.

Where declared by the Federal or State Government, a special flag or flags may be flown. When Council receives advice on special declarations by the government, the Torres Strait Islander flag would be replaced with the special flag at the Civic Centre flagpoles.

Council will not fly or display flags of former regimes or countries that are not recognised by the Australian Government at its civic flagpole sites.

Council restricts the flying of unofficial flags at its civic flagpole sites to ensure that the representation of the city's cultural and ethnic diversity is not compromised and that no particular group within our city is either highlighted or disappointed.

This policy does not restrict any community group from flying unofficial flags at their own private community events for the duration of that event.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

Council will not:

- fly flags at, or maintain, a flagpole site outside its four civic and two community flagpole sites unless otherwise specified in this policy;
- remove flags from its existing civic flagpole sites for any commercial or decorative reasons; and
- provide flags to groups within the community.

Council will not approve requests from community groups or members who:

- do not share Council's views on embracing diversity and multiculturalism and promoting a safe and peaceful community;
- are representative of a political party;
- undertake an activity for commercial gain;
- offer programs that may present a hazard to the community; and
- make request to fly other flags in place of the Australian, Aboriginal or Torres Strait Islander flags on National Sorry Day (26 May), during National Reconciliation Week (27 May – 3 June) or during NAIDOC week (Sunday to Sunday first week in July).

#### 4.2 GUIDELINES TO DISPLAY THE AUSTRALIAN NATIONAL FLAG

The Australian flag will be flown at Council's four civic flagpole sites on a permanent basis. The Australian National flag takes precedence over all other flags.

The Australian flag should never be flown when it is in damaged, faded or in a dilapidated condition. When the material of a flag deteriorates to a point where it is no longer suitable for use, it should be destroyed privately and in a dignified way.

The flag should always be flown aloft and free as close as possible to the top of the flag mast, with the rope tightly secured.

The canton (Union Jack) should be in the uppermost left quarter as viewed by the person facing the flag.

The flag may only be flown at night when illuminated. In accordance with National Flag Protocols, street lighting is considered appropriate illumination when the flag(s) are clearly visible.

The flag should not be allowed to fall or lie flat on the ground.

The flag should not be used to cover a statue, monument or plaque for an unveiling ceremony, or to cover a table or chair or any other furniture.

The Australian National flag must be flown as determined under national protocols. For further information go to [Australian-national-flag-protocols](#)

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

#### 4.3 FLYING THE ABORIGINAL FLAG

The Australian Aboriginal flag was proclaimed as a flag of Australia under Section 5 of the *Flags Act 1953* in July 1995.

- 1.1 Council will fly the Aboriginal flag at its civic flagpoles at the Dandenong Civic Centre, those on the corner of Lonsdale and Langhorne Streets, Dandenong and those at the Springvale Community Hub permanently. Flying the Australian Aboriginal Flag and the Torres Strait Islander Flag affirms Council's respect for Australia's Aboriginal and Torres Strait Islander people, in support of reconciliation.

Council will fly the Aboriginal flag in Harmony Square on the community flagpole during Reconciliation and NAIDOC weeks and at other times as required to mark any other key Aboriginal and Torres Strait Islander Community events.

Council will fly the Aboriginal flag at half-mast at council offices to mark the passing of an esteemed local Elder or Aboriginal leader, following a request from the relevant local Aboriginal community organisation.

#### 4.4 FLYING THE TORRES STRAIT ISLANDER FLAG

The Australian Torres Strait Islander flag was proclaimed as an official flag of Australia under Section 5 of the *Flags Act 1953* in July 1995.

Council will fly the Torres Strait Flag at its civic flagpoles at the Dandenong Civic Centre, those on the corner of Lonsdale and Langhorne Streets, Dandenong and those at the Springvale Community Hub in recognition of Torres Strait Islander people within the City of Greater Dandenong and all Torres Strait Islander community.

Council will fly the Torres Strait Islander flag in Harmony Square on the community flagpole during Reconciliation and NAIDOC weeks and National Sorry Day 26 May, and at other times as required to mark any other key Aboriginal and Torres Strait Islander Community events.

Council will fly the Torres Strait Islander flag at half-mast at the Dandenong Civic Centre to mark the passing of an esteemed local Elder or Torres Strait Islander leader, following a request from the relevant local community organisation.

On occasions which are declared by the Federal or State Government to fly a special flag, the Torres Strait Islander Flag may be replaced with a special flag.

#### 4.5 FLYING THE VICTORIAN STATE FLAG

The Victorian State flag was originally proclaimed on 10 February 1870.


Council will fly the Victorian State Flag at the Dandenong Civic Centre annually on the 10 February to recognise the anniversary of the first proclaimed Victorian Flag.

Council will fly the Victorian State Flag at the Dandenong Civic Centre upon any known visits to the City by Victorian dignitaries.



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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



The Victorian Flag will replace the Torres Strait Islander flag on these special occasions at the Dandenong Civic Centre.

The Victorian Flag will be flown at half-mast, where declared by the Federal or State Government.

#### 4.6 FLYING OF FLAGS AT HALF MAST

Flags are flown in the half-mast position as a sign of mourning.

To bring the flag to the half-mast position, the flag must be raised to the top of the mast, then immediately lowered slowly to the half-mast position. An acceptable position would be when the top of the flag is a third of the distance down from the top of the flagpole.

When flying the Australian National flag at half-mast with other flags, all flags in the set should be flown in the same position. The Australian National flag should be raised first and lowered last.

Under no circumstances should a flag be flown at half-mast at night.

The Department of the Prime Minister and Cabinet or the Protocol Unit of the Victorian State Government's Department of Premier and Cabinet provides notices to Council when all flags must be flown at half mast, such as on the death of a member of the Royal Family, the head of state, Governor-General or distinguished Australian citizen.

At the discretion of the Chief Executive Officer or in their absence the Manager, Governance, the Australian flag will be flown at half-mast to acknowledge the passing of a past Mayor or Councillor on the day of the funeral. Council will also acknowledge the death of a current Councillor, Council staff member or community leader and other esteemed community identities such as Living Treasures on the day of that person's funeral.

Following a request from the relevant local Aboriginal or Torres Strait Islander community and at the discretion of the Chief Executive Officer or in their absence the Manager, Governance, the Aboriginal and Torres Strait Islander Flag will be flown at half-mast to mark the passing of a local Elder or Aboriginal or Torres Strait Islander person who has contributed significantly to the Greater Dandenong community.

#### 4.7 FLYING FLAGS OF OTHER COUNTRIES

Council may consider flying the national flags of other countries during Council sanctioned visits by dignitaries of the country, or as a show of support in times of crisis, at the discretion of the Chief Executive Officer or in their absence the Manager, Governance. The Governance Business Unit will advise the appropriate officers/departments when this protocol applies.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

##### 4.8 SIGNIFICANT DATES

- Australia Day – 26 January
- Proclamation of Victoria – 10 February
- National Apology Day – 13 February
- Commonwealth Day – 2nd Monday in March
- ANZAC Day - 25 April - at half-mast until 12 noon
- National Sorry Day – 26 May
- Reconciliation Week (27 May – 3 June)
- King's Birthday – 2nd Monday in June
- NAIDOC Week – Sunday to Sunday first week in July
- Australian National Flag Day – 3 September
- United Nations Day – 24 October
- Remembrance Day – at half-mast from 10.30am until 11.03am

##### 4.9 FLYING OF FLAGS AT COMMUNITY FLAG POLES

From time to time, Council receives requests for flags to be flown at specific civic flagpole sites, however Council must at all times observe the Federal and State Government flag protocols and the guidelines set out in this policy at those sites.

To accommodate such requests from community groups or members, Council has made provision for two separate community flagpole sites:

- Multicultural Place, Springvale; and
- Harmony Square, Dandenong.

Community flagpole sites have been installed as a means for different communities within Greater Dandenong to express and symbolise identity, pride and belonging which are celebrated at different and significant cultural and/or community days and events.


Request to Fly a Flag on a Community Flagpole Application Form [Click Here](#)

##### 4.10 CRITERIA FOR CONSIDERATION OF FLYING A COMMUNITY FLAG

Community flag flying requests will be forwarded and assessed by the Governance Unit and considered on an individual basis. Only applications in writing from locally based communities for events or internationally recognised days and activities will be eligible to be considered. Where community, Council, State or Federal sensitivities are identified during an application assessment, approval may be referred to Council for resolution. Groups or members applying to have a community flag flown at Council's community flagpole sites will be required to provide the flag that is to be flown as stipulated on the application form. All requirements and guidelines for an application to be made in writing are provided for in Appendix 1 to this policy.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



The following criteria will be considered when a request to fly a community flag at one of Council's community flagpole sites during days of cultural or other significance is received by Council.

The flying of the community flag:

- promotes respect for all;
- is part of an event or ceremony;
- is consistent with Council's values and policies;
- embraces a sense of belonging and enhanced community life;
- is not connected to individual advancement, political or cultural sensitivities; and
- will not expose Council or its wider community to adverse criticism.

On days where specific community flags are not flown at community flagpole sites, Council will:

- at Multicultural Place where there is one (1) community flagpole, fly the Greater Dandenong City Council house flag;
- at Harmony Square, Dandenong where there are two (2) community flagpoles, fly the Australian Flag and the Greater Dandenong City Council House Flag

Council will also take priority at these sites if it is holding a community event at either Multicultural Place in Springvale or Harmony Square in Dandenong.

Applicants whose requests to fly flags are approved are responsible for providing to Council the required number of flags at the appropriate standard size (1800cm x 900cm) and (where relevant) are responsible for any costs associated with the event/celebration.

Council reserves the right to withdraw approval to fly a flag at any time.

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

### Background

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

### Consideration

This policy is relevant to the overarching governance principles (a) (b) and (c) giving expression to these principles by:

- adhering to the *Flags Act 1953* and actively responding to flag notifications received by the Department of the Prime Minister and Cabinet and the Victorian Department of Premier and Cabinet Protocols;
- ensuring all residents and community groups are accorded respect and consideration of their needs and preferences regardless of gender, religious belief, nationality, race or any other point of difference; and
- undertaking regular reviews of Council's Flag Flying Policy and presenting it to Council for re-adoption.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



The overarching governance principles contained within the *Local Government Act 2020* can be accessed at the following link:

[Local Government Act 2020](#)

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

##### Background

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).

##### Consideration

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of this policy. It is acknowledged that this policy is purely administrative in its nature and will not impact negatively on any rights identified in the Charter.

The *Charter of Human Rights and Responsibilities Act 2006* can be accessed at the following link:

[Charter of Human Rights and Responsibilities Act 2006](#)

#### 7. RESPONSE TO THE GENDER EQUALITY ACT 2020

##### Background

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

##### Consideration

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this policy but are not relevant to its contents. It is acknowledged that this policy does not adversely impact community members or Council employees of different genders.

This policy does not have a direct and significant impact on members of the public or Council employees therefore a gender impact assessment is not required.

The *Gender Equality Act 2020* can be accessed at the following link:

[Gender Equality Act 2020](#)

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### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

## 8. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

### Background

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.

The strategy and action plans can be accessed at the following link:

[Greater Dandenong Website – Sustainability, Climate and Energy](#)

### Consideration

It is acknowledged that this policy is purely administrative in its nature and will have no impact or influence 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.

## 9. RESPONSIBILITIES

### 9.1 CHIEF EXECUTIVE OFFICER (CEO)

The CEO is responsible for:

- considering and approving applications to fly alternative flags at Council's Civic Flagpole sites, in line with this policy; and
- determining when it is appropriate to refer an application to fly a flag to Council for a decision.

### 9.2 MANAGER GOVERNANCE

The Manager Governance is responsible for:

- considering and approving applications to fly alternative flags at Council's Civic Flagpole sites, in line with this policy on behalf of the CEO; and
- determining when it is appropriate to refer an application to fly a flag to Council for a decision on behalf of the CEO.
- Reviewing this policy.

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### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

#### 9.3 GOVERNANCE

The Governance unit is responsible for:

- receiving and considering requests for the flying of flags at Councils Community Flagpole sites;
- receiving and considering requests for the half-masting of flags;
- maintaining a register of all flag arrangements for the flagpoles;
- preparing Council Reports where a Council decision is required;
- maintaining a supply of those flags included on the Annual Flag Schedule and requesting timely replacement of damaged flags where a flag is rendered unsuitable for display;
- ensuring that the flags displayed are acknowledged with due diligence, dignity and attention to position; and
- maintaining a subscription to the Department of Premier and Cabinet and the Department of Prime Minister and Cabinet's Flag Network email notification services.
- organising maintenance or works required for any civic or community flagpole sites and associated infrastructure.

#### 9.4 BUILDING MAINTENANCE

The Building Maintenance Unit is responsible for undertaking any maintenance or works required at civic and community flagpole sites as advised by the Governance Unit.

### 10. REPORTING, MONITORING AND REVIEW

This policy will be reviewed once every four years or following advice from the Australian Government's Department of Prime Minister and Cabinet and/or the Victorian Department of Premier and Cabinet. The requirements of this policy will be measured against the Australian Flag Protocols, Council's Reconciliation Action Plan and feedback from the local community.

### 11. REFERENCES AND RELATED DOCUMENTS

#### Legislation

- *Charter of Human Rights and Responsibilities Act 2006*
- *Flags Act 1953 (Commonwealth)*
- *Gender Equality Act 2020*
- *Local Government Act 2020*

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

- Reconciliation Action Plan (RAP)

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



##### Other Related Documents

- Australian Government Department, National Flag Protocols can be accessed at <https://www.pmc.gov.au/government/australian-national-flag/australian-national-flag-protocols>
- Department of Prime Minister and Cabinet 'Australia Flag Booklet' –can be accessed at <https://www.pmc.gov.au/resource-centre/government/australian-flags-booklet-0>
- Victorian Department of Premier and Cabinet, Flag Notifications and Protocols can be accessed at <https://www.vic.gov.au/flag-notifications>
- [Victorian Aboriginal and Local Government Strategy](#)
- This policy is a revised version of the Council's Flag Flying Policy last endorsed by Council on 12 September 2016.
- Notice of Motion No. 36 – Flying of the Torres Strait Island Flag adopted by Council on 13 November 2017
- Application to Fly a Community Flag from Council's Community Flagpoles <https://www.greaterdandenong.vic.gov.au/flag-flying-policy>

**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**

**POLICY AND STRATEGY**

**REVIEW OF FLAG FLYING POLICY 2023**

**ATTACHMENT 2**

**APPLICATION TO FLY A FLAG FROM  
COUNCILS COMMUNITY FLAGPOLE FORM**

**PAGES 4 (including cover)**

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



**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**

**APPLICATION TO FLY COMMUNITY FLAG AT  
 COUNCIL COMMUNITY FLAGPOLE SITE**



Name of applicant/ community group/ organisation:			
Address:			
Postcode:			
Contact phone numbers:	1.	2.	3.
Email address:			

Community flagpole location site requested <i>(tick relevant)</i>	Multicultural Place, SPRINGVALE		Harmony Square, DANDENONG	
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Multicultural Place is not suitable for gatherings of more than 50 people

Number of attendees: <i>(How many people will be at the flag raising)</i>	
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Where more than 30 attendees are expected the event must be held at Harmony Square and an application to hold an event must be completed. See reverse for more details.

Description of community flag: <i>((Image of the flag to be included))</i>	

**Important:** The applicant is responsible for providing to Council, the correct flag as detailed under the Guidelines section of this application

Reason for display of community flag <i>(Tick relevant)</i>	Community Event		National Event	
	Day of Significance		Other	

Describe how this request meets Council's criteria <i>(turn over for guidelines)</i>	

The first date the community flag must be flown:		The last date the community flag must be flown:	
--	--	---	--

Please read the guidelines on the back of this form then sign and date the form to confirm that you understand and agree to the terms:	
Sign _____	Date _____

**Privacy Statement:** The personal information requested on this form is being collected by the Greater Dandenong City Council for the purpose of assessing eligibility. The personal information will be used solely by the Council for this primary purpose or directly related purposes. The applicant understands that the personal information provided is for the purpose of applying for the raising of a flag on Council's Community flagpole and they may apply to Council for access and/or correction of the information. Requests for access or correction should be made to Council's Privacy Officer on 8571 5100. Councils is bound by the Privacy and Data Protection Act 2014. A copy of Council's Privacy and Personal Information is available on Council's website [www.greaterdandenong.vic.gov.au](http://www.greaterdandenong.vic.gov.au)

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

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##### **GUIDELINES TO FLY COMMUNITY FLAG AT COUNCIL COMMUNITY FLAGPOLE SITES**

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###### **Eligibility**

Only applications in writing on this application form from locally based communities for events or internationally recognised days and activities will be eligible to be considered. Community flag flying requests must be forwarded to and assessed by Council's Governance Business Unit and will be considered on a case by case basis on a first come, first serve basis. Applications should be forwarded at least six (6) weeks prior to the date when the community flag is intended to be flown.

###### **Covid-19 Safety Compliance**

Greater Dandenong City Council takes the health of our staff, community and visitors very seriously. Where the flying of community flags is likely to see the gathering of groups of people, COVID Safe Plans may apply. Please check the Victorian Government's Department of Health (DHS) for the most up-to-date source of information of COVID-19 and contact Council's Events Co-ordinator on 8571 1000.

Information to help organisers of public events in Victoria meet safety requirements during the coronavirus (COVID-19) pandemic is available at [www.coronavirus.vic.gov.au/events](http://www.coronavirus.vic.gov.au/events) or contact Council's Festivals and Events team on 8571 1000 for assistance.

###### **Criteria Considered in Applications**

The following criteria will be considered when a request to fly a community flag at its community flagpole sites during days of cultural or other significance is received by Council. The flying of the community flag must:

- promote respect for all;
- be part of an event or ceremony;
- be consistent with Council's values and policies;
- embrace a sense of belonging and enhanced community life; and
- not be connected to individual advancement, political or cultural sensitivities nor exposure to adverse criticism of Council or the community as a whole.

###### **Other Considerations**

- Permission may be given to fly a community flag for a minimum of one (1) day to a maximum of seven (7) days.
- If more than one community group or organisation wishes to utilise one community flagpole site on the same day, priority will be given to the application that was received first. If more than one community group or organisation wishes to use utilise one community flagpole site during the same week, then Council will use its best endeavours to accommodate all requests during that week.
- Where community, Council, State or Federal sensitivities are identified during an application assessment, approval may be referred to Council for resolution.
- A response to an application indicating approval or otherwise will be provided in writing signed by the Manager Governance indicating approval or otherwise.
- Where an application is approved, the applicant will be required to provide the community flag that is to be flown. The flag must not be tattered, torn, frayed or faded, must be 1800mm wide by 900mm high and must have standard fittings for attachment to the flagpole halyard (see diagram below for standard fittings to Council's flagpole). The flag must be provided to Council's Governance unit at least one (1) week prior to the date it is intended to be flown. The flag will be kept by the Governance Unit for the next time it is required unless it is picked up by the applicant or representative. Failure to provide the correct flag may result in Council being unable to fly your flag.
- Under no circumstance is a temporary flag pole to be used at either community flagpole site due to public liability issues.
- Where an event is anticipated to be attended by more than 30 people an application to hold an Event must be completed. Please refer to [Harmony Square | Greater Dandenong Council](#).
- Multicultural Place is not suitable for gatherings over 50 people.

###### **Council Event Priority**

On days where specific community flags are not flown at community flagpole sites, Council will fly its Great Dandenong City Council house flag, or other flags at community flagpole sites at its discretion. Council will also take priority at these sites if it is holding a community event at either Multicultural Place in Springvale or Harmony Square in Dandenong.

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### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)

#### Terms and Conditions

When using the Council's Community flagpole sites you agree to act in accordance with Council's Flag Flying Policy and the *Australian Flags Act 1953*.

#### Application Submissions

All applications to fly a community flag must be addressed to:  
Manager, Governance and Commercial Property  
Community Flag Flying Application  
PO Box 200  
Dandenong 3175

#### Flag Requirements (Important)

Required flag size for use on Council's Community Flagpole should be 1800mm wide by 900mm wide. The flag you are providing to Council must have the correct attachments as shown below. Failure to provide the correct flag and fittings may result in Council being unable to fly the flag on the day of your event.



The flag provided must have the nylon loop shown in the above picture at both the top and the bottom left of the flag



The above clips must be attached to the nylon loops

If you have any questions, concerns or require assistance, please discuss them with Council's Governance Team on 8571 5100.

All flag arrangements must be finalised seven days prior to your event.

 Phone <b>8571 1000</b>	 TTY: 133 677 Speak and listen: 1300 555 727 Internet: <a href="http://www.iprelay.com.au">www.iprelay.com.au</a>	Find us online  <a href="http://www.greaterdandenong.com">www.greaterdandenong.com</a>
 Fax <b>8571 5196</b>	 TIS: 13 14 50	 <a href="https://www.facebook.com/greaterdandenong">www.facebook.com/greaterdandenong</a>  <a href="https://www.twitter.com/greaterdandy">www.twitter.com/greaterdandy</a>  <a href="https://www.youtube.com/citygreaterdandenong">www.youtube.com/citygreaterdandenong</a>
 <a href="mailto:council@cgd.vic.gov.au">council@cgd.vic.gov.au</a>		

**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**

**POLICY AND STRATEGY**

**REVIEW OF FLAG FLYING POLICY 2023**

**ATTACHMENT 3**

**CURRENT FLAG FLYING POLICY 2016**

**PAGES 11 (including cover)**

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

#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



# Greater Dandenong Policy

## Flag Flying Policy

Policy Endorsement:	Endorsement required by Council		
Directorate:	Corporate Services		
Responsible Officer:	Manager, Governance & Commercial Property		
Policy Type:	Discretionary		
File Number:	A37096	Version No:	004
1 <sup>st</sup> Adopted by Council:	9 June 2009, Minute No. 171		
Last Adopted by Council:	12 September 2016, Minute No. 1516		
Policy Effective from:	30 March 2017		
Review Period:	Every Four (4) Years	Next Review:	June 2020

### 1. Purpose

The purpose of this policy is to provide consistent guidelines for the flying of flags at Council's civic and community flagpole sites throughout the municipality.

This Policy purposefully divides the civic and community flagpole sites into two distinct categories for flags to be flown as follows:

- at each of Council's civic flagpole sites. It ensures that Council complies with flag protocols issued by the Department of Premier and Cabinet – Protocols Unit and provides for specific arrangements for flying flags at half mast on days of significance or in remembrance of persons or events at these sites;
- at each of Council's community flagpole sites and provides for specific criteria for the provision of such flags by community groups and members to Council so that community flags can be flown at these sites.

### 2. Scope

**This Policy applies to Council's five civic and two community flagpole sites** as listed above. These civic flagpole sites are maintained by the Governance Unit.

#### Civic Flagpole Sites

The City of Greater Dandenong, as an expression of its governance responsibilities, flies flags at each of its civic flagpole sites. Council's Governance Unit is responsible for ensuring that the flags displayed are acknowledged with due diligence, dignity and attention to position.

The locations of Council's five (5) civic flagpole sites are as follows:

- Springvale Road Shopping Centre (six flagpoles outside Australia Post)
- Corner Lonsdale and Langhorne Streets Dandenong (three flagpoles)
- Springvale Council Customer Service offices (two flagpoles)

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



## Greater Dandenong Policy

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- Dandenong Civic Centre (three flagpoles)
- Drum Theatre (former Dandenong Town Hall) (one flagpole)

### Community Flagpole Sites

The City of Greater Dandenong, in recognising the diversity of communities within the municipality, also flies community flags at each of its community flagpole sites. Council's Governance Unit is responsible for ensuring that the flags displayed are acknowledged with due diligence, dignity and attention to position.

The locations of Council's two (2) community flagpole sites are as follows:

- Multicultural Place, Buckingham Avenue, Springvale (one flagpole)
- Harmony Square, Walker Street, Dandenong (one flagpole).

### When Policy Does Not Apply

This Policy does not apply to the promotional gateway banner pole sites which are located at:

- Springvale Road, Springvale (near Boulton St)
- Princes Hwy, Dandenong (opposite Robinson St)
- Princes Hwy, Dandenong (near Peter Stevens Motorcycles)
- Douglas St and Heatherton Rd, Noble Park
- Menzies Ave, Dandenong
- Brady Rd, Dandenong North

These banner pole sites are maintained by the Media and Communications Unit within Council and are used solely for the purpose of promoting the city and events.

The flag poles located at the Pillars of Freedom, on the corner of Lonsdale and Clow Streets, near Palm Plaza is a monument of the Dandenong RSL and is maintained by the RSL. Council does assist the RSL from time to time in the maintenance of this monument and will replace the Australian flag prior to Anzac Day and Remembrance Day events.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



## Greater Dandenong Policy

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### 3. Council Policy

#### 3.1 Flying of Flags at Civic Flag Poles

Council will at all times strictly adhere to the flag protocol of the Federal and State Governments and the guidelines set out in this policy and, as such, will display and fly only official flags of recognised states at Council's civic flagpole sites. (Further information or clarification on flag flying protocols can be accessed at [www.austalianflag.org.au/protocol.php](http://www.austalianflag.org.au/protocol.php)). These include the:

- Australian flag;
- Victorian flag;
- Aboriginal flag;
- United Nations flag;
- City of Greater Dandenong house flag (pennant);
- Charitable House Flags; and
- Any other flag prescribed by the State and Federal Government's flag protocols.

The following civic flag pole sites will fly the following flags:

- Springvale Road Shopping Centre, where there are six flagpoles located outside of Australia Post Council will fly two Australian flags, two Aboriginal flags and two City of Greater Dandenong house flags;
- Corner Lonsdale and Langhorne Streets Dandenong, where there are three flagpoles, Council will fly the Australian, Aboriginal and City of Greater Dandenong house flags;
- Springvale Civic Precinct, where there are two flagpoles, the Australian and City of Greater Dandenong house flags will be flown;
- Dandenong Civic Centre, where there are three flagpoles, the Australian, the Aboriginal and City of Greater Dandenong house flags will be flown; and
- Drum Theatre where there is one flag pole will fly the Australian Flag.

The Australian flag at Council's office locations will always be flown in the pre-eminent position unless the Federal or State Government requests another official flag be flown.

Where declared by the Federal or State Government, a special flag or flags may be flown. When Council receives advice on special declarations by the government, the City of Greater Dandenong flag would be replaced with the special flag.

Council will not fly or display flags of former regimes or countries at its civic flagpole sites that are not recognised by the Australian Government.

Council restricts the flying of unofficial flags at its civic flagpole sites to ensure that the representation of the city's cultural and ethnic diversity is not compromised and that no particular group within our city is either highlighted or disappointed.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



## Greater Dandenong Policy

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This Policy does not restrict any community group from flying unofficial flags at their own private community events for the duration of that event.

Council will not:

- fly flags at, or maintain, a flagpole site outside its five civic centers or other sites specified in this policy;
- remove flags from its existing civic flagpole sites for any commercial or decorative reasons; and
- provide flags to groups within the community.

#### **Guidelines to display the Australian National Flag**

The Australian flag will be flown at Council's five civic flag pole sites on a permanent basis. The Australian National flag takes precedence over all other flags.

The Australian flag should never be flown when it is in damaged, faded or dilapidated condition. When the material of a flag deteriorates to a point where it is no longer suitable for use, it should be destroyed privately and in a dignified way.

The flag should always be flown aloft and free as close as possible to the top of the flag mast, with the rope tightly secured.

The canton (Union Jack) should be in the uppermost left quarter as viewed by the person facing the flag.

The flag may only be flown at night when illuminated. In accordance with National Flag Protocols, street lighting is considered appropriate illumination when the flag(s) are clearly visible.

The flag should not be allowed to fall or lie flat on the ground.

The flag should not be used to cover a statue, monument or plaque for an unveiling ceremony, or to cover a table or chair or any other furniture.

The Australian National flag must be flown as determined under national protocols. For further information go to [www.austalianflag.org.au/protocol.php](http://www.austalianflag.org.au/protocol.php)

#### **Flying the Aboriginal Flag**

The Australian Aboriginal flag was proclaimed as a flag of Australia under Section 5 of the Flags Act 1953 (14 July 1995).

Council will fly the Aboriginal flag in Lonsdale Street, Dandenong and Springvale Road, Springvale permanently in recognition of Aboriginal people as the traditional owners of the land on which the City of Greater Dandenong is located.



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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



## Greater Dandenong Policy

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Council will fly the Aboriginal flag at council offices during Reconciliation and NAIDOC weeks and at other times as required to mark any other key indigenous events.

Council will fly the Aboriginal flag at half mast at council offices to mark the passing of an esteemed local elder or Aboriginal leader, following a request from the relevant local Aboriginal community organisation.

#### **Flying the Victorian State Flag**

The Victorian State flag was originally proclaimed on 10 February 1870.

Council will fly the Victorian State Flag at the Dandenong Civic Centre annually on the 10 February to recognize the anniversary of the first proclaimed Victorian Flag.

Council will fly the Victorian State Flag at the Dandenong Civic Centre upon any known visits to the City by Victorian Dignitaries.

#### **Flying of Flags at Half Mast**

Flags are flown in the half-mast position as a sign of mourning.

To bring the flag to the half-mast position, the flag must be raised to the top of the mast, then immediately lowered slowly to the half mast position. An acceptable position would be when the top of the flag is a third of the distance down from the top of the flag pole.

When flying the Australian National flag at half-mast with other flags, all flags in the set should be flown in the same position. The Australian National flag should be raised first and lowered last.

Under no circumstances should a flag be flown at half-mast at night.

The Protocol Unit of the Department of Premier and Cabinet provides notices to Council when all flags must be flown at half mast, such as on the death of a member of the Royal Family, the head of state, Governor-General or distinguished Australian citizen.

At the discretion of the Chief Executive Officer or in his/her absence the Manager, Governance & Commercial Property, the Australian flag will be flown at half mast to acknowledge the passing of a past Mayor or Councillor on the day of the funeral. Council will also acknowledge the death of a current Councillor, Council staff member or community leader and other esteemed community identities such as Living Treasures on the day of that person's funeral.

Following a request from the relevant local Aboriginal Community and at the discretion of the Chief Executive Officer or in his/her absence the Manager, Governance & Commercial Property, the Aboriginal Flag will be flown at half mast to mark the passing of a local elder or Aboriginal person who has contributed significantly to the community of the City of Greater Dandenong.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



## Greater Dandenong Policy

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### Significant Dates

Australia Day – 26 January  
Commonwealth Day – 2<sup>nd</sup> Monday in March  
ANZAC day- 25 April (flags to be flown at half mast until 12 noon)  
Reconciliation Week (end of May)  
Queen's Birthday – 2<sup>nd</sup> Monday in June  
NAIDOC Week – nominated week in July  
Australian National Flag Day – 3 September  
United Nations Day – 24 October  
Remembrance Day – at half mast from 10.30am until 11.02am

### 3.2 Flying of Flags at Community Flag Poles

From time to time, Council receives requests for flags to be flown at specific civic flagpole sites, however Council must at all times observe the Federal and State Government flag protocols and the guidelines set out in this policy at those sites.

To accommodate such requests from the community, Council has made provision for two community flagpole sites in Springvale and central Dandenong.

Community flagpole sites have been installed as a means for different communities within Greater Dandenong to express and symbolise identity, pride and belonging which are celebrated at different and significant cultural and/or community or days and events.

#### Criteria for Consideration of Flying a Community Flag

Community flag flying requests will be forwarded and assessed by the Governance Unit and considered on a case by case basis. Only applications in writing from locally based communities for events or internationally recognized days and activities will be eligible to be considered. Where community, Council, State or Federal sensitivities are identified during an application assessment, approval may be referred to Council for resolution. Groups applying to have a community flag flown at Council's community flagpole sites will be required to provide the flag that is to be flown. All requirements and guidelines for an application to be made in writing are provided for in Appendix 1 to this policy.

The following criteria will be considered when a request to fly a community flag at its community flagpole sites during days of cultural or other significance is received by Council.

The flying of the community flag:

- promotes respect for all;
- is part of an event or ceremony;
- is consistent with Council's values and policies;
- embraces a sense of belonging and enhanced community life; and
- is not connected to individual advancement, political or cultural sensitivities nor exposure to adverse criticism of Council or the community as a whole.

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#### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



## Greater Dandenong Policy

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On days where specific community flags are not flown at community flag pole sites, Council will fly its City of Greater Dandenong house flag at community flagpole sites. Council will also take priority at these sites, if it is holding a community event at either Multicultural Place in Springvale or Harmony Square in Dandenong.

### 3.3 Maintenance and Monitoring

Council's Governance Unit is responsible for coordinating the maintenance of civic flagpoles and sites and the monitoring of the flags condition while they are being displayed. If a flag suffers damage and is rendered unsuitable for display, the Governance Unit is responsible for coordinating immediate replacement and disposal of the damaged flag. Cyclic replacement is also undertaken on a quarterly basis.

## 4. Related Documents

- The Australian Flags Act 1953 (Commonwealth)
- Office of the Premier and Cabinet - Protocol and Special Events Branch
- Australian Government "It's an Honour" Office Website – [www.itsanhonour.gov.au/flying\\_Flag.html](http://www.itsanhonour.gov.au/flying_Flag.html)
- [www.australianflag.org.au/protocol](http://www.australianflag.org.au/protocol)
- City of Greater Dandenong Indigenous Policy

## 5. References

- This Policy supersedes Council's Flag Flying Policy which was last endorsed by Council on 9 June 2015.

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**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**



# Greater Dandenong Policy

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**6. Appendix 1 – Application to Fly Community Flag at Council Community Flagpole Site**

**4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)**



# Greater Dandenong Policy

**APPLICATION TO FLY COMMUNITY FLAG AT  
 COUNCIL COMMUNITY FLAGPOLE SITE**



Name of applicant, community group, organisation:			
Address:			
Postcode:			
Contact phone numbers:	1.	2.	3.
Email address:			

Community flagpole location site requested (tick relevant):	<input type="checkbox"/> Multicultural Place, Springvale	<input type="checkbox"/> Harmony Square, Dandenong	
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Description of community flag (Add attachments if this assists you.)			

Reason for display of community flag (tick relevant):	<input type="checkbox"/> Community event	<input type="checkbox"/> National event	
	<input type="checkbox"/> Day of significance	<input type="checkbox"/> Other	

Describe how this requests meets the criteria on the reverse of this application:			

The first date the community flag must be flown:			
The last date the community flag must be flown:			

Office Use Only:

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### 4.1.1 Review of Council Policies - Flag Flying Policy 2023 (Cont.)



# Greater Dandenong Policy

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## GUIDELINES

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### Eligibility

Only applications in writing on this application form from locally based communities for events or internationally recognised days and activities will be eligible to be considered. Community flag flying requests must be forwarded to and assessed by the Governance Unit and will be considered on a case by case basis on a first come, first serve basis. Applications should be forwarded at least six weeks prior to the date when the community flag is intended to be flown.

### Criteria Considered in Applications

The following criteria will be considered when a request to fly a community flag at its community flagpole sites during days of cultural or other significance is received by Council.

The flying of the community flag:

- promotes respect for all;
- is part of an event or ceremony;
- is consistent with Council's values and policies;
- embraces a sense of belonging and enhanced community life; and
- is not connected to individual advancement, political or cultural sensitivities nor exposure to adverse criticism of Council or the community as a whole.

### Other Considerations

- Permission may be given to fly a community flag for a minimum of one day to a maximum of 7 days.
- If more than one community group or organisation wishes to utilise one community flagpole site on the same day, priority will be given the application that was received first. If more than one community group or organisation wishes to utilise one community flagpole site during the same week, then Council will use its best endeavours to accommodate all requests during that week.
- Where community, Council, State or Federal sensitivities are identified during an application assessment, approval may be referred to Council for resolution.
- A response to an application indicating approval or otherwise will be provided in writing signed by the Manager Governance within four weeks of receipt of the request unless approval is sought through a resolution of Council. If approval is sought through a resolution of Council, the applicant will be notified of the progress of the application and the proposed Council meeting date within two weeks of receipt of the application. Once Council has made a resolution, a response will be provided in writing signed by the Manager Governance indicating approval or otherwise.
- Where an application is approved, the applicant will be required to provide the flag that is to be flown. The flag must be new and be 1800mm wide by 900mm high. The flag must be provided to Council's Governance Business Unit at least one week prior to the date it is intended to be flown. The flag will be kept by the Governance Unit for the next time it is required unless it is picked up by the applicant.

### Council Event Priority

On days where specific community flags are not flown at community flag pole sites, Council will fly its City of Greater Dandenong house flag, or other community flags at community flagpole sites at its discretion. Council will also take priority at these sites if it is holding a community event at either Multicultural Place in Springvale or Harmony Square in Dandenong.

## **4.2 OTHER**

### **4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly**

File Id: A9551309  
Responsible Officer: Manager Governance  
Attachments:

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

Greater Dandenong City Council has memberships with, and Councillor representatives for, both the Municipal Association of Victoria (MAV) and the Australian Local Government Association (ALGA). These peak body organisations hold state meetings and an annual assembly (respectively) to determine and discuss their strategic direction for the following year's activities.

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

This report recommends that Council endorses the proposed motions outlined in this report and submits these motions in the format required to both the MAV and ALGA by the specified deadlines.

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**4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)**

### **3. Background and Proposal**

#### **1. The Municipal Association of Victoria (MAV)**

The next MAV State Council Meeting will be held on Friday 19 May 2023 in Melbourne. At this meeting, the agenda will include consideration of motions from membership councils. The deadline for submission of motions is 20 March 2023.

The MAV Rules 2022 require motions to be of strategic relevance to the MAV or be of such significance to local government that they ought to be considered. They should also relate to the MAV's Strategy 2021-2025 which identifies the following six outcomes:

1. Economically sound councils;
2. Healthy, diverse and thriving communities;
3. Well-planned, connected and resilient built environment;
4. Changing climate and a circular economy;
5. Sector capability and good governance; and
6. Effective and responsive MAV.

As such, Greater Dandenong City Council is proposing that four motions be submitted to the MAV for its State Council meeting scheduled for 29 May 2023.

#### **2. The Australian Local Government Association (ALGA)**

The ALGA will convene its 29<sup>th</sup> National General Assembly (NGA) of Local Government in Canberra in mid-June. At the NGA, debate on motions is used as a vehicle for councils across Australia to canvas ideas and solutions to the challenges faced by Australian councils and communities. The deadline for submission of motions is 24 March 2023.

Motions must focus on the theme of the 2023 NGA – Our Communities, Our Future and focus on practical and deliverable programs and policies that the Australian Government can support and work towards directly with the local government sector to build communities.

As such, Greater Dandenong City Council is proposing that two motions be submitted to the ALGA for its NGA scheduled for June 2023.



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#### 4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)

### 3. Proposed Motions for Submission to MAV and ALGA

*Note that the preamble for each motion will need to be reduced to comply with the submission criteria for each peak body organisation.*

#### MAV and ALGA Motion 1 - Climate Change and Social Justice

##### Preamble

Climate change is a global issue; however, the impacts of climate change are not proportional. Disadvantaged and marginalised communities are often impacted first and more severely. The link between climate justice and social justice is well established and refers to the intersection between equal economic, political and social rights for all people as well as action to address higher levels of exposure to environmental and climate risk in marginalised communities.

Socially disadvantaged communities are already being disproportionately impacted by the climate emergency. Heatwaves, localised storms and flooding and smoke from bushfires and grassfires are of particular concern. With severe weather events associated with climate change becoming increasingly frequent and powerful, it is clear that further work is required to prepare these communities for the challenges and risks of a changing climate.

Recent research by community organisation Sweltering Cities found that during heatwaves, people of lower socioeconomic status suffered a higher level of discomfort and distress due to poorer housing stock which was more likely to be uninsulated. The respondents were also less likely to have access to air-conditioning, and even in cases where air-conditioning was available, respondents were less likely to utilise this due to inability to afford the resulting electricity bills.

In addition to groups of low socioeconomic status, cohorts such as elderly people, people experiencing homelessness or housing insecurity, people with a disability or chronic health conditions and Culturally and Linguistically Diverse (CALD) people are all at greater risk of climate stress. These cohorts are well represented across many Victorian and Australian councils.

Recognising the above, Jesuit Social Services have established the 'Centre for Just Places' (in Victoria), which seeks to enable place-based approaches to social and climate justice through collaboration, research and knowledge exchange while working directly with local communities. As an example, Greater Dandenong City Council has an existing and strong relationship with Jesuit Social Services and the Centre for Just Places, having partnered to deliver:

- a 'municipal scan' of current and projected climate change impacts to the health and wellbeing of the Greater Dandenong community;
- a series of community workshops exploring the cascading impacts of disruption to community services during periods of extreme weather, piloting an organisational resilience building exercise with a neighbourhood house and community leaders; and
- a Disability Inclusive Emergency Planning forum (DIEP) which was attended by people with lived experience, carers, emergency services and disability service providers. The DIEP forum was delivered in partnership with University of Sydney's Centre for Disability Research and Policy, Greater Dandenong City Council and Casey City Council.

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#### **4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)**

Many councils across Victoria and Australia have declared a Climate and Ecological Emergency and have an obligation to facilitate urgent and appropriate action to increase their communities' resilience to the impacts of a changing climate. In Victoria in particular, and under the *Local Government Act 2020*, councils are required to consider climate change in all decision-making and operational processes.

Communities, along with the councils and services that support them, will invariably suffer the worst impacts of climate change, which is why enabling more socially just and resilient communities is critical. While individual councils may be in a strong position to provide local knowledge and connections, the broader issue is beyond their direct sphere of influence and requires significant support from both State and Federal Governments.

Recognising the above, the following motion calls on the MAV, ALGA and all Victorian and Australian councils to join in recognising the intersections between social justice and climate change, and to advocate for greater support of the existing work of the Jesuit Social Services Centre for Just Places, through the direction of the Municipal Association of Victoria (MAV) and Australian Local Government Association (ALGA).

#### **Motion**

That the MAV and ALGA joins with all Council in Victoria and Australia respectively to recognise the disproportional impacts of climate change on disadvantaged and marginalised communities and advocates to both State and Federal Governments for greater support for climate resilience and social justice work across these communities.

#### **MAV Motion 2 – Decriminalisation of Public Drunkenness**

##### Preamble and Background

*“The Royal Commission into Aboriginal Deaths in Custody” RCIADIC made 339 recommendations to end Aboriginal deaths in custody, including that the criminal offence of public drunkenness be abolished and that Governments establish non-custodial facilities for the care and treatment of intoxicated persons, such as sobering up centres. The Commission also recommended that police be required by law to consider and use alternatives to detaining intoxicated people in police cells.”*

<https://www.vals.org.au/wp-content/uploads/2022/08/Community-fact-sheet-Decriminalisation-of-public-intoxication-August-2022.pdf>

The Victorian State Government committed to decriminalising public drunkenness in August 2019 at the outset of the coronial inquest into the tragic death of Tanya Day in custody.

In November 2022, the Government passed legislation delaying the decriminalisation of public drunkenness and the rollout of a state-wide public health response by 12 months to November 2023.

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#### 4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)

In its media release of 19 February 2021

[<https://www.premier.vic.gov.au/historic-laws-passed-decriminalise-public-drunkness>] the Office of the Premier (Victoria) advised:

- *“People who are drunk in public will get the health support and help they need with laws to decriminalise public drunkenness passing Parliament today”;*
- *“Over the next two years, the Government will continue to work closely with Aboriginal communities, health experts and key stakeholders – including Victoria Police – to design, trial and refine the public health model and develop local solutions that are safe and effective”;* and
- *“These reforms were developed following extensive consultation to ensure they strike the right balance between protection of people who are intoxicated and community safety”.*

Contrary to the media statement there has been little consultation with local government.

The abovementioned media release advised that the decriminalisation of public drunkenness changes:

- *“will include more outreach services, training for first responders and bring up services-making sure people are transported to a safe place where they can receive support if needed”;* and
- *“The government is currently considering trial site locations in line with the advice provided by an expert reference group report”.*

It is understood that four trial locations have been decided upon and that, in the case at least of the site in Frankston, the trial has commenced. There does not however appear to be a State Government commitment to funding and resourcing of these sites and any others beyond November 2023.

It appears that information, guidance and an insight into the impacts on local government have been overlooked. The role of Victoria Police in dealing with public drunkenness will be situational; i.e., in supporting people who are intoxicated. If it is assessed that there are no health or safety concerns for the public, no further action (such as move on provisions) will be enacted. There will be an immediate impact on local government through community expectations for it to step into roles of addressing perceptions of public safety being at risk, and for interventions in being part of handling intoxicated persons in the chain of health care now required under the new legislation.

It is vital that consultation is undertaken immediately with key stakeholders including Victoria Police and local governments to design, trial and refine the public health model to develop local solutions that are safe and effective and given significant attention.

The impact of the proposed changes will be borne greatest by local governments across all of Victoria. Designing an operational way forward by and for local government can only be done with adequate data and adequate funding, neither of which are currently being offered or available. Further consultation by the State Government with local government is urgently required in appreciating and responding to the consequences of the legislative changes.

Notwithstanding the assertions of local government consultation, the full impact on local government by this legislation has not been appreciated and there is no adequate and comprehensive Resource Impact Statement available to indicate that the impacts have been fully considered and evaluated. Much work still needs to be done to gain that appreciation.

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#### **4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)**

There needs to be clearer guidance as to the role, capabilities and capacity of councils to respond and adapt to the consequences of the legislative change in terms of financial impacts, staffing resources, the impact (Including OH&S issues) on frontline staff such as planning compliance officers and local laws officers in the roles they'll inevitably be expected by the community to perform. As such the following motion is proposed for the next MAV State Council Meeting.

##### Motion

That that the MAV strongly advocates for:

- immediate and meaningful engagement by the State Government with local government on gaining a full appreciation of the resource impact, capabilities and capacities to manage the consequences of legislative changes to public drunkenness;
- local government being provided with clearer guidance as to their role, as a consequence of legislative changes to public drunkenness by the State Government.
- local government being provided with adequate funding, resources and data to undertake the expected role as a consequence of the legislative changes to public drunkenness by the State Government; and
- no changes to the legislation in relation to the decriminalisation of public drunkenness be implemented post (the conclusion of the trial) November 2023 until such time as the above points have been satisfactorily addressed by State Government.

#### **MAV Motion 3 – Decriminalisation of Sex Work**

##### **Preamble and Background**

Following a review of sex work in Victoria, initiated by the State Government in 2019 legislation was passed on 22 February 2022 which saw the decriminalisation of sex work.

*“Decriminalisation of sex work in Victoria will occur in two stages to allow time to transition to a different model of regulation. The first stage commenced on 10 May 2022 and includes:*

- *the decriminalisation of street-based sex work in most locations;*
- *the repeal of offences for working with a sexually transmitted infection and requirements to undergo regular STI testing;*
- *the repeal of offences for individual sex workers not using safer sex practices;*
- *the repeal of the small owner-operator sex work service provider register;*
- *changes to advertising controls applicable to the sex work industry; and*
- *amendments to the Equal Opportunity Act 2010.*

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#### 4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)

*The second stage is expected to commence in December 2023 and will include:*

- *abolishing the sex work service provider licensing system by repealing the Sex Work Act 1994;*
- *re-enacting offences relating to children and coercion in other legislation to ensure their continued operation following repeal of the Sex Work Act 1994;*
- *changes to planning controls to treat sex service businesses like other businesses;*
- *the establishment of appropriate liquor controls for the sex work industry; and*
- *the repeal of brothel and escort agency provisions in the Public Health and Wellbeing Act 2008 to remove specific sex work industry controls.*

*The changes allow industry regulation to be managed through existing agencies, such as WorkSafe, the Department of Health and local governments. The Victorian Government will continue to work with key stakeholders including sex workers, their peer organisations, local councils and other key stakeholders to ensure the reforms are implemented in the best way possible.”* [[Decriminalising sex work in Victoria | Victorian Government \(www.vic.gov.au\)](#)]

As part of the review, State Government consultation occurred in August and September 2021. Consultation summary material published by the State Government [[Decriminalising sex work in Victoria | Engage Victoria](#)] notes Local Government as a consulted stakeholder.

As part of the changes effected through the decriminalisation of sex work, there have been changes to the *Planning & Environment Act 1987* and how it is operated through Planning Schemes across Victoria. This has implications for both Planning and the Environmental Health functions of local government.

In relation to point 1 above, a consistent theme throughout the consultation was that the staggered nature of the introduction of decriminalisation had the potential to cause confusion across industry, regulators, law enforcement and the community. Despite this, many stakeholders wanted several key elements of decriminalisation to occur as soon as possible, such as the introduction of anti-discrimination protections.

Most stakeholders called for education each step of the way so that the reforms are fully understood and applied correctly at each stage.

In relation to point 2 above, stakeholders acknowledged that any cultural change would take time and dedicated Government support, with a preference for resources to go towards peer-led sex worker organisations. Some stakeholders considered other agencies and institutions implementing these reforms may require additional resourcing, due to the significant competing pressures as a result of the COVID-19 pandemic and increased community support needs while others felt clearer communication of the scope and potential impacts of the reforms was required to determine the resourcing and timeframe required for implementation, and that further consultation was required throughout implementation.

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#### **4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)**

Despite these statements, these clearer communications and resources do not appear to have been chartered. The impact will be borne greatest by local government across all the mentioned areas. Designing an operational way forward by and for local government can only be done with adequate data and adequate funding, neither of which are currently being offered or available. Further consultation by the State Government with local government is urgently required in appreciating and responding to the consequences of the legislative changes.

Notwithstanding the assertions of local government consultation, the full impact on local government by the change to this legislation has not been appreciated and there is no adequate and comprehensive Resource Impact Statements available to indicate that the impacts have been fully considered and evaluated.

There needs to be clearer guidance as to the role, capabilities and capacity of councils to respond and adapt to the consequences of the legislative change in terms of financial impacts, staffing resources, the impact (Including OH&S issues) on frontline staff such as planning compliance officers and local laws officers in the roles they'll inevitably be expected by the community to perform. As such the following motion is proposed for the next MAV State Council Meeting.

#### Motion

That the MAV strongly advocates for:

1. immediate and meaningful engagement by the State Government with local government on gaining a full appreciation of the resource impact, capabilities and capacities to manage the consequences of these legislative changes;
2. local government being provided with clearer guidance as to their role, as a consequence of legislative changes to sex work by the State Government; and
3. local government being provided provided with adequate funding, resources and data to undertake its expected role as a consequence of legislative changes to sex work by the State Government.

#### **MAV Motion 4 – Windfall Gains Tax**

##### Preamble and Background

As part of the 2021 State Budget, the Victorian Government announced the introduction of a Windfall Gains Tax (WGT) to apply to land that is subject to a government rezoning AND resulting in a value uplift to the land of more than \$100,000.

At the time of the announcement the Treasurer indicated that the WGT would raise revenue for the State which would be "*invested in public transport, schools and other vital infrastructure.*"

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#### **4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)**

Legislation introducing the tax was subsequently passed in October 2021 and the new Windfall Gains Tax will take effect from 1 July 2023.

In an ideal world, councils' *Revenue and Rating Plans* would outline how Councils will generate income to deliver on their Council Plan, program and services and capital works commitments over a four-year period. The reality is that with capped rates and government grants representing in many cases over 80% of councils' income, councils' abilities to increase revenue to match expenditure requirements are limited.

To provide additional funding towards major community and social infrastructure projects in progress or planned, Victorian councils have traditionally been able to raise funds via Development Contributions (DCPs). Development Contributions are payments to Council as a result of new development and/or the subdivision of land. Contributions are used to pay for the provision of planned infrastructure needed by the future community. There is a direct nexus between where the funds are levied under the DCP and development itself.

To determine what Development Contribution is required, councils work with the State Government to create a plan specific to the council area. Development Contributions Plans (DCPs) help Council identify key services and infrastructure required to support its community and:

- identify and provide costings for the infrastructure projects throughout the precinct;
- establish a funding framework to deliver these projects; and
- ensure the developers and wider community share the costs fairly.

Councils across Victoria are increasingly under financial strain in their ability to deliver broader category of services, projects and infrastructure required to support their communities and there is a moral argument to be advanced that the council area of development from which/in which WGT taxes are levied should be beneficiaries of at least a proportion of those taxes, to be negotiated on a case-by-case basis not dissimilar to the methodology used in the DCP process.

As such, the following motion is proposed for the next MAV State Council Meeting.

#### Motion

That the MAV strongly advocates for changes to the Windfall Gains Tax (WGT) inasmuch that:

1. there is a partnership created with the State Government to ensure that a proportion of this revenue is hypothecated back into selected projects within the council area in which it was levied;
2. in partnership with the State Government, there is an opportunity to identify both local revenue and expenditure priorities emanating from the WGT;
3. the existing framework for Development Contributions has established a precedent for councils and the State Government to jointly determine and prioritise the infrastructure needs of the community and this methodology be the basis for future WGT sharing/ hypothecation; and
4. it seeks a commitment from the State Government to ensure this dialogue is continued and extended to formally include the Department of Treasury and Finance.

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**4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)**

**ALGA Motion 2 – Back Your Neighbour**

Preamble and Background

The right to seek asylum is a human right and Australia operates a dedicated Humanitarian Program that offers resettlement for refugees and others overseas who are in humanitarian need, and protection for people who arrive in Australia and engage Australia's protection obligations. The Humanitarian Program should not be seen in isolation from Australia's broader Migration Program as research has shown that humanitarian entrants make long and lasting contributions to Australia society and economy.

Local government plays a unique and critical role in the humanitarian settlement program. Local governments engage in actions to promote multiculturalism, social inclusion and ensure equitable access to their programs and services for all community members. Many are undertaking activities to welcome new migrant and refugee arrivals to their community and the wider Australian community, such as through becoming Refugee Welcome Zones.

The Federal Government has now provided a pathway to permanency for over 19,000 refugees determined under the 'Fast Track' system who held Temporary Protection or Safe Haven Enterprise Visas. There remains 12,000 people who have been failed or are still subjected to the 'Fast Track' process that are denied this pathway to permanency. The large majority of these living for up to a decade in community within local government areas without support or hope for an enduring solution.

As such the following motion is proposed for the ALGA National General Assembly in June 2023.  
*Note that this motion will be jointly moved with Brimbank City Council, Casey City Council, Darebin City Council, Hobsons Bay City Council, Hume City Council, Kingston City Council, Monash City Council, Moreland City Council and Yarra City Council.*

Motion

That the Australian Local Government Association (ALGA) and this National General Assembly:

1. acknowledges and welcomes the Federal Government's pathway to permanency for over 19,000 Temporary Protection Visas and Safe Haven Enterprise Visas holders
2. acknowledges the contrasting Federal Government policy towards the remaining 12,000 people who have been failed by, or are still subjected to the 'Fast Track' Refugee Status Determination (RSD) process;
3. acknowledges Greater Dandenong City Council as secretariat of the Local Government Mayoral Taskforce Supporting People Seeking Asylum on behalf of the following Councils that are members:



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#### **4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)**

- Executive Members – Brimbank City Council, Casey City Council, Darebin City Council, Hobsons Bay City Council, Hume City Council, Kingston City Council, Monash City Council, Moreland City Council, Yarra City Council;
  - General Members – Ballarat City Council, Banyule City Council, Bendigo City Council, Blue Mountains City Council, Canterbury Bankstown City Council, Cardinia Shire Council, Hawkesbury City Council, Inner West City Council, Leeton Shire Council, Maribyrnong City Council, Melbourne City Council, Moonee Valley City Council, Nillumbik Shire Council, Port Phillip City Council, Randwick City Council, Wagga City Council, Whittlesea City Council, Wyndham City Council; and
  - Supporter Councils – Bass Coast Shire Council, Greater Geelong City Council, Hobart City Council, Launceston City Council, Macedon Ranges Shire Council, Maroondah City Council, Mornington Peninsula Shire Council, Borough of Queenscliffe, Wellington Shire Council, and Whitehorse City Council; and
4. calls on the Federal Government for a consistent approach and to:
- replace the existing ‘Fast Track’ system with a single Refugee Status Determination RSD process and an independent, timely and fair merits review; and
  - continue to invest resources to urgently clear the backlog of asylum applications/appeals in order to create an efficient system.

#### **4. Financial Implications**

There are no financial implications associated with the submission of motions to the MAV State Council Meeting and the ALGA National General Assembly.

#### **5. 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 Great 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.*

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#### **4.2.1 Proposed Motions for the Municipal Association of Victoria State Council Meeting and the Australian Local Government Association National General Assembly (Cont.)**

##### **5.1 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.

##### **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:

- A socially connected, safe and healthy city
- A city that respects and celebrates diversity, our history and the arts
- A green city committed to a sustainable future
- A Council that demonstrates leadership and a commitment to investing in the community.

#### **6. Conclusion (optional)**

It is recommended that the proposed motions (four to the MAV and two to the ALGA) be endorsed by Council and submitted to the respective peak body organisations under the submission criteria which they will be accepted.

#### **7. Recommendation**

**That Council:**

- 1. endorses the proposed motions to the Municipal Association of Victoria and the Australian Local Government Association as outlined in this report;**
- 2. authorises the Chief Executive Officer and/or Manager Governance to make any minor changes to improve the wording of the motions and/or update the motions relative to the issues discussed in this report that may have occurred between the Council Meeting and the date of lodgement of the motions; and**
- 3. authorises the Manager Governance to submit the motions outlined in this report to the respective peak body associations under the submission criteria which they will be accepted.**

#### **4.2.2 Multicultural and People Seeking Asylum Advisory Committee Member Nominations**

File Id:	A9494223
Responsible Officer:	Director Community Services
Attachments:	Multicultural and People Seeking Asylum Advisory Committee Proposed Membership

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### **1. Report Summary**

On 12 December 2022, the revised Terms of Reference (TOR) of the Multicultural and People Seeking Asylum Advisory Committee (MAPSAAC) was endorsed by Council. The TOR outlined the membership appointment process for new Committee members until 30 June 2025.

New Committee members were sought in accordance with the selection process and criteria outlined in the endorsed Terms of Reference.

Recommendations for the membership of the Committee are now presented to Council for endorsement.

### **2. Recommendation Summary**

This report recommends that Council endorses the proposed MAPSAAC members (refer Attachment 1) as members of the MAPSAAC until 30 June 2025.

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#### **4.2.2 Multicultural and People Seeking Asylum Advisory Committee Member Nominations (Cont.)**

### **3. Background**

The Multicultural and People Seeking Asylum Advisory Committee (MAPSAAC) was first established in 2018 and serves as a key platform for community representatives and organisations to share information and engage on issues relating to people seeking asylum, refugees and the multicultural communities of Greater Dandenong.

New member nominations for 2022-25 was sought in accordance with the selection process as outlined in the endorsed Terms of Reference.

MAPSAAC membership will consist of no more than 15 voting members and will include community members and representatives from relevant community groups and organisations, including standing memberships from the regional Refugee Health provider and Refugee Settlement organisations.

An Expression of Interest for member nominations was promoted from December 2022 to January 2023 via the local newspaper, Council media and through existing community networks. A selection panel was convened to assess received nominations against the criteria for membership. Members of the selection panel were:

- Coordinator Community Advocacy (Council)
- Community Advocacy Officer (Council)
- General Manager – Dandenong Community Learning Centre

### **4. Proposal**

This report recommends that Council endorses the selection panel's recommendation of the two community members and eleven organisational members detailed in Attachment 1 as members of the MAPSAAC.

The thirteen recommended individuals represent broad knowledge and/or lived experience within the refugee and people seeking asylum community.

### **5. Financial Implications**

There are no financial implications associated with this report.

### **6. Consultation**

A public request for nominations occurred. All applicants were assessed against the selection criteria for the Multicultural and People Seeking Asylum Advisory Committee.

### **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:

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#### **4.2.2 Multicultural and People Seeking Asylum Advisory Committee Member Nominations (Cont.)**

*The City of Great 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
- Education, training, entrepreneurship and employment opportunities
- Safe and peaceful community
- Embrace diversity and multiculturalism.

##### **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.

#### **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.

These principles have been considered and are covered within this report.

#### **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. Specifically:

- Section 14 – Right to freedom of thought, conscience, religion and belief;
- Section 15 – Right to freedom of expression;
- Section 16 – Right to peaceful assembly and freedom of association;
- Section 18 – Right to have the opportunity to take part in public life and to vote;
- 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;

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#### **4.2.2 Multicultural and People Seeking Asylum Advisory Committee Member Nominations (Cont.)**

### **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 and MAPSAAC membership recommendations are consistent with the intention of the Policy and the Act. The open, fair and transparent nomination process has ensured that nominees reflect the diversity within the community and one gender group does not benefit 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.

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 as it is administrative in nature.

### **12. Related Council Policies, Strategies or Frameworks**

Related Council Policies, Strategies or Frameworks include:

- Community Development Framework
- Community Engagement Policy
- Diversity, Access and Equity Policy

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**4.2.2 Multicultural and People Seeking Asylum Advisory Committee Member Nominations (Cont.)**

**13. Recommendation**

**That:**

- 1. Council endorses the thirteen recommended applicants detailed in Attachment 1 as members of the Multicultural and People Seeking Asylum Advisory Committee for service until 30 June 2025; and**
- 2. the Mayor writes to the proposed applicants to confirm their appointment to the Multicultural and People Seeking Asylum Advisory Committee.**

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**4.2.2 Multicultural and People Seeking Asylum Advisory Committee Member Nominations (Cont.)**

**OTHER**

**MULTICULTURAL AND PEOPLE SEEKING ASYLUM ADVISORY  
COMMITTEE  
PROPOSED MEMBERSHIP**

**ATTACHMENT 1**

**MULTICULTURAL AND PEOPLE  
SEEKING ASYLUM ADVISORY  
COMMITTEE  
PROPOSED MEMBERSHIP**

**PAGES 2 (including cover)**

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



**4.2.2 Multicultural and People Seeking Asylum Advisory Committee Member Nominations (Cont.)**

<b>Proposed Membership for the Multicultural and People Seeking Asylum Advisory Committee</b>		
<b>Organisation Members</b>	<b>Name</b>	<b>Existing Member</b>
Friends of Refugees	Sri Samy	Y
Chisholm Institute, Foundation College	Kylie Reid	Y
Monash Health	Jacquie McBride	Y
South East Community Links	Peter McNamara	Y
Asylum Seeker Resource Centre	Qutbiallyam Timor	Y
Life Without Barriers	Lara Ghobrial	
Australian Red Cross	Tiana Lardieri	
Voice of South East	Adwin Town	
Victorian Afghan Associations Network	Nazir Yousafi	
Sisterworks	Ifrin Fitlock	
South East Monash Legal Service	Ashleigh Newnham	
<b>Community Members</b>	<b>Name</b>	<b>Existing Member</b>
	Chaw Po	Y
	Roz Blades	

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

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

File Id:	qA283304
Responsible Officer:	Manager Governance
Attachments:	Correspondence Received 20 February – 3 March 2023

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#### **Report Summary**

Subsequent to resolutions made by Council on 11 November 2013 and 25 February 2014 in relation to a listing of incoming correspondence addressed to the Mayor and Councillors, Attachment 1 provides a list of this correspondence for the period 20 February – 3 March 2023.

#### **Recommendation**

**That the listed items provided in Attachment 1 for the period 20 February – 3 March 2023 be received and noted.**

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

**OTHER**

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

**ATTACHMENT 1**

**CORRESPONDENCE RECEIVED  
20 FEBRUARY – 3 MARCH 2023**

**PAGES 3 (including cover)**

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

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



**Correspondences addressed to the Mayor and Councillors received between 20/02/23 & 03/03/23 - for officer action - total = 6**

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
A letter of opposition from a Dandenong North resident to any proposed works outside their property.	23-Feb-23	23-Feb-23	fA270101	Director BEIMP - Completed
A letter to the Mayor from the Willow Lodge Village Residents' Association expressing concern about the proposed development of a second Waste-to-Energy plant in Dandenong South.	06-Dec-23	23-Feb-23	fA270059	Mayor & Councillors EA
Details about Local Government Litter Audits for 2023 from Keep Australia Beautiful Victoria.	21-Feb-23	21-Feb-23	fA269845	Waste Services - Completed
A letter to Cr Lim opposing a proposed development in Cambria Road, Keysborough.	22-Feb-23	22-Feb-23	fA269996	Planning - Completed
A letter from a Noble Park resident regarding their objection to their property valuation.	17-Feb-23	22-Feb-23	fA270020	Rates & Revenue - Completed
A letter from the Consulate General of Sri Lanka exploring sister city opportunities between Sri Lanka and Australia.	20-Feb-23	21-Feb-23	fA 269893	Corporate Services

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

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



**Correspondences addressed to the Mayor and Councillors received between 20/02/23 & 03/03/23 - for information only - total = 7**

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
Advice that the Australian Council of Local Government (ALCA) will follow the ALGA National General Assembly in June 2023.	22-Feb-23	22-Feb-23	A9552294	Mayor and Councillors EA
An invitation from Wayss for a councillor to participate in an International Women's Day celebration on 8 March 2023.	27-Feb-23	27-Feb-23	A9560252	Mayor and Councillors EA
An invitation from Chisholm Institute in relation to a Harmony Day event on 21 March 2023.	27-Feb-23	27-Feb-23	A9561497	Mayor and Councillors EA
A complaint from a Dandenong resident regarding late night crowds and music at a Community Centre in Kirkham Road, Dandenong South.	27-Feb-23	27-Feb-23	A9562798	Mayor and Councillors EA
An invitation to join a webinar regarding transforming secondary education through the power of local connections.	01-Mar-23	02-Mar-23	A9572410	Mayor and Councillors EA
Advice from the RACV regarding the launch of its My Melbourne Road campaign.	03-Mar-23	03-Mar-23	A9577379	Mayor and Councillors EA
A letter of thanks to Council from the Australian Red Cross for its donation to assist disaster relief efforts in Turkey and Syria.	23-Feb-23	03-Mar-23	A9578070	Mayor and Councillors EA

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

## **5 NOTICES OF MOTION**

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

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

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

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

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

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

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

## **7 URGENT BUSINESS**

No business may be admitted as urgent business unless it:

- a. Relates to or arises out of a matter which has arisen since distribution of the Agenda.
- b. Cannot safely or conveniently be deferred until the next ordinary meeting and unless agreed to by a majority of those Councillors present at the meeting.