

HUME CITY COUNCIL

Agenda Council Meeting

Monday, 27 July 2026 at 7:00pm

**Council Chamber - Hume Global Learning Centre
Broadmeadows**

HUME COMMUNITY VISION 2045:

***A thriving community with a strong sense of
belonging.***

An audio and video recording of this meeting of the Hume City Council will be published to Council's website within two (2) working days.

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HUME CITY COUNCIL

Notice of a

COUNCIL MEETING OF THE HUME CITY COUNCIL

to be held on Monday, 27 July 2026

at 7:00pm

at the Council Chamber - Hume Global Learning Centre Broadmeadows

Attendees:	a: Council	Cr. Carly Moore	Mayor
		Cr. Ally Watson	Deputy Mayor
		Cr. Jarrod Bell	
		Cr. Daniel English	
		Cr. Steve Gagen	
		Cr. John Haddad	
		Cr. Kate Hamley	
		Cr. Naim Kurt	
		Cr. Sam Misho	
		Cr. Jim Overend	
		Cr. Karen Sherry	
	b: Officers	Ms Sheena Frost	Chief Executive Officer
		Ms. Kristen Cherry	Director City Services & Living
		Ms Rachel Dapiran	Director Planning, Places & Delivery
		Ms Ann-Michel Greenwood	Director People, Customer & Communication
		Mr Matthew Irving	Director Assets, Operations & Sustainability
		Mr Fadi Srour	Director Organisational Performance

ORDER OF BUSINESS

1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Hume City Council would like to acknowledge that we are meeting on Country for which the members and Elders of the Wurundjeri Woi-wurrung people and their ancestors have been Owners for many thousands of years. The Wurundjeri Woi-wurrung, which includes existing family members of the Gunung-Willam-Balluk clan, are the Traditional Owners of this land. Hume City Council would like to pay respect to the existing family members of the Wurundjeri Woi-wurrung. Hume City Council would like to pay its respects to their Elders, past and present, and Elders from other communities who may be here today.

2. PRAYER

Hume City's religious diversity strengthens and enriches community life and supports the well-being of the citizens of Hume City. Hume City Council acknowledges the importance of spiritual life and the leadership offered by the Hume Interfaith Network (HIN). In recognition of the religious diversity of residents in Hume City Council has invited the HIN to take responsibility for the opening prayer at Council meetings. This evening's prayer will be led by Rev. Fa'amata'u Leota from St. Andrews Uniting Church, Sunbury, on behalf of the HIN.

3. APOLOGIES**4. DISCLOSURE OF INTEREST**

Councillors' attention is drawn to the provisions of the *Local Government Act 2020* and Council's Governance Rules in relation to the disclosure of conflicts of interests. Councillors are required to disclose any conflict of interest immediately before consideration or discussion of the relevant item. Councillors are then required to leave the Chamber during discussion and not vote on the relevant item.

5. CONGRATULATIONS AND CONDOLENCES**6. CONFIRMATION OF MINUTES**

Minutes of the Council Meeting held on 13 July 2026.

RECOMMENDATION:

THAT the Minutes of the Council Meeting held on 13 July 2026, be confirmed.

7. PUBLIC QUESTION TIME**8. OFFICER'S REPORTS**

The Mayor will ask the Councillors and gallery at the commencement of this section, which reports they wish to speak to. These reports will then be discussed in the order they appear on the notice paper.

<u>Item No</u>	<u>Title</u>	<u>Page</u>
8.1	Hume City Council 2026 Social Justice Charter	8
8.2	External Grant Management Policy	28
8.3	Memorial Request and Seat Donation – Eileen Powell	37
8.4	Response to NOM 26/12 - Cr Kate Hamley - Carbon and Biodiversity Credit Markets Opportunities and Costs	41
8.5	Response to NOM 25/50 - Cr Jarrod Bell - Canterbury Hills Estate Truck Movement.....	56
8.6	Contract No. 30 25 3658 - Civil Construction Panel Award.....	62
8.7	Contract No. 30 26 3691 - Provision of Programmed Pit Cleaning Services.....	73
8.8	Contract No. 30 26 3706 - Provision of Reactive Drainage Maintenance Services.....	79
8.9	Correspondence received from or sent to Government Ministers or Members of Parliament - June 2026	88

9. NOTICES OF MOTION

9.1	NOM26/22 - Cr Karen Sherry - Data Centres	114
9.2	NOM26/23 - Cr Naim Kurt - Open Platform For Community Submissions and Ideas	115

- 9.3 **NOM26/24 - Cr Naim Kurt - Renaming Tullamarine Shopping
Centre/Melrose Drive Shops as Tullamarine Village 116**

10. ITEMS TO BE TABLED

- 10.1 **PJL325 - Petition - 28 Neill Street & 86 Ligar Street Sunbury - Objection
to Proposed Child Care Centre and Parking Area - P25985 118**

11. URGENT BUSINESS

12. DELEGATES REPORTS

13. CONFIDENTIAL ITEMS

The Meeting may be closed to members of the public to consider confidential items.

RECOMMENDATION:

THAT Council close the meeting to the public pursuant to section 66(2) of the *Local Government Act 2020* to consider the following items:

8.6 Contract No. 30 25 3658 - Civil Construction Panel Award**Confidential Attachment:**

Attachment 1. Tender Evaluation Report - Confidential Attachment

Attachment 2. Tender Evaluation Matrix - Confidential Attachment

Attachment 3. Recommended Contractor Schedule of Rates - Confidential Attachment

Attachment 4. List of Directors and Officeholders - Confidential Attachment

Attachment 5. Tender Probity Report - Confidential Attachment

The attachments in item 8.6 is confidential in accordance with Section 3(1)(g(ii) of the Local Government Act 2020 because it is Would unreasonably expose a business, commercial or financial undertaking to disadvantage.

The specified grounds apply because this report contains confidential information.

8.7 Contract No. 30 26 3691 - Provision of Programmed Pit Cleaning Services**Confidential Attachment:**

Attachment 1. Tender Evaluation Report

Attachment 2. Tender Evaluation Matrix

Attachment 3. Recommended Contractor Schedule of Rates

Attachment 4. List of Directors and Officeholders

The attachments in item 8.7 is confidential in accordance with Section 3(1)(g(ii) of the Local Government Act 2020 because it is Would unreasonably expose a business, commercial or financial undertaking to disadvantage.

The specified grounds apply because this report contains confidential information.

8.8 Contract No. 30 26 3706 - Provision of Reactive Drainage Maintenance Services**Confidential Attachment:**

Attachment 1. Tender Evaluation Report

Attachment 2. Tender Evaluation Matrix

Attachment 3. Recommended Panel Schedule of Rates

Attachment 4. List of Directors and Officeholders

The attachments in item 8.8 is confidential in accordance with Section 3(1)(g(ii) of the Local Government Act 2020 because it is Would unreasonably expose a business, commercial or financial undertaking to disadvantage.

The specified grounds apply because this report contains confidential information.

14. CLOSURE OF MEETING

**SHEENA FROST
CHIEF EXECUTIVE OFFICER**

23/07/2026

REPORT NO:	8.1
REPORT TITLE:	Hume City Council 2026 Social Justice Charter
SOURCE:	Loretta Asquini, Community Development Officer Narda Shanley, Team Leader Community Development Julie Andrews, Coordinator Community Capacity Building
DIVISION:	City Services & Living
FILE NO:	HCC05/304
POLICY:	Social Justice Charter
STRATEGIC OBJECTIVE:	SO3.1 Advancement of social justice and addressing inequalities
ATTACHMENT:	1. <i>Social Justice Charter 2026</i>

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this Report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

This report presents to Council

- 1.1 Feedback from the draft Social Justice Charter (2026) public exhibition period.
- 1.2 Final Social Justice Charter (Attachment 1) for adoption.

2. RECOMMENDATION:

- 2.1 That Council adopts the Social Justice Charter (Attachment 1).

3. LEGISLATIVE POWERS & POLICY CONTEXT:

- 3.1 The Social Justice Charter (2026) supports and aligns to:
 - 3.1.1 Council’s obligation to uphold the Victorian Charter of Human Rights and Responsibilities Act 2006 that sets out the basic rights and responsibilities of all people in Victoria.
 - 3.1.2 The Victorian Gender Equality Act 2020 which embeds fairness, dignity, equal opportunity and social justice.
 - 3.1.3 The Public Health and Wellbeing Act 2008, which requires Councils to protect, improve and promote public health and wellbeing in the community and health equity.
 - 3.1.4 The Victorian Justice Legislation Amendment (Anti-vilification and Social Cohesion) Act 2025 which aims to prevent hate conduct and uphold safety, dignity and inclusion for all community members.

4. OVERARCHING GOVERNANCE PRINCIPLES:

This report supports Council in giving effect to the following Overarching Governance Principles:

- b) Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- d) The municipal community is to be engaged in strategic planning and strategic decision making.
- i) The transparency of Council decisions, actions and information is to be ensured.

REPORT NO: 8.1 (cont.)

5. IMPACT ASSESSMENTS:

5.1 CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT (Vic) 2006

5.1.1 The Charter of Human Rights and Responsibilities Act 2006 set out the basic rights and responsibilities of all people in Victoria. The human rights relevant to this Report are:

- (a) Recognition and Equality Before the Law (Section 8) – protects equal and non-discriminatory treatment for all people, supporting fairness and equity across the community.
- (b) Right to Life (Section 9) – affirms the inherent dignity and value of every person, supporting safety and wellbeing.
- (c) Protection from Torture and Cruel, Inhuman or Degrading Treatment (Section 10) – ensures people are treated humanely and protected from harm.
- (d) Privacy and Reputation (Section 13) – protects personal information, autonomy and dignity.
- (e) Freedom of Expression (Section 15) – supports the ability to participate, speak and contribute to public life.
- (f) Peaceful Assembly and Freedom of Association (Section 16) – enables participation, collective action and community engagement.
- (g) Protection of Families and Children (Section 17) – recognises the rights of families and the need to safeguard children, particularly those experiencing vulnerability.
- (h) Taking Part in Public Life (Section 18) – ensures all people can engage in civic processes, decision making and public office.
- (i) Cultural Rights (Section 19) – protects the ability of individuals and communities to maintain and express cultural identity, language and heritage.

5.1.2 The Social Justice Charter (2026) aligns with the Victorian Charter, and no rights are limited by the recommended actions in this Report.

5.2 GENDER EQUALITY ACT 2020

5.2.1 The policy, program or service in this report has a direct and significant impact on the public, therefore a Gender Impact Assessment was completed. The findings of this assessment recommended the Social Justice Charter include:

- Definition and examples of the term “intersectionality”
- A revised cohort list
- Improved linkage to Victorian human rights legislation

5.2.2 These recommendations have been incorporated into the Social Justice Charter (2026) through the inclusion of an intersectionality section, an updated cohort list and greater emphasis on the Charter of Human Rights and Responsibilities Act (Vic) 2006 and Council’s role.

6. FINANCIAL & RESOURCE IMPLICATIONS:

6.1 There are no new financial implications for Council in adopting the Social Justice Charter.

6.2 Activities relating to the implementation of the Social Justice Charter, including the 25 Years of Social Justice Celebration, will be funded through identified operational budgets.

7. OPPORTUNITIES & RISKS:

REPORT NO: 8.1 (cont.)

- 7.1 Adopting a revised Social Justice Charter, with its increased focus on intersectionality, advocacy and evaluation, provides the opportunity to raise the profile of social justice within a local government context and positions Hume City Council as a leader in this space.
- 7.2 Further, the Social Justice Charter sits in tandem with our Council Plan 2025-2029; combined, these documents are an opportunity for reinforcing our ambition for the Hume community of creating a fair and just society and delivering the Community Vision of *“A thriving community with a strong sense of belonging.”*
- 7.3 The Social Justice Charter provides a shared framework for addressing prioritised social issues and communities in Hume City. Without its adoption, Council risks inconsistency in decision making and service delivery, reducing its ability to provide accessible programs and services.

8. COMMUNITY ENGAGEMENT:

- 8.1 Following endorsement at the Council Meeting on 25 May, the draft Social Justice Charter was distributed for public exhibition until 16 June. Actions to support consultation and maximise engagement included:
 - 8.1.1 Feedback sought from the general public via the Hume Participate page (resulting in 58 views and 2 submissions).
 - 8.1.2 Community stakeholder survey, distributed to over 400 community and organisational contacts (including members of our community working groups, current community grant recipients, and stakeholders who took part in previous consultations (3 surveys received).
 - 8.1.3 Internal stakeholder feedback from Hume City Council Officers.
 - 8.1.4 In addition to this, Officers met with the Broadmeadows Progress Association to discuss their feedback.
 - 8.1.5 Consultation outcomes are detailed in the Discussion section below.

9. DISCUSSION:

- 9.1 Feedback on the draft Charter was minimal, and the overall sentiment on the was positive. It is noted that across the feedback there was no strong support for reinstating the Hume Citizens Bill of Rights.
- 9.2 Feedback across all engagement platforms included the following:
 - 9.2.1 *“I’ve read the entire charter and believe that it’s well-written and comprehensive. Good work to everybody involved.”*
 - 9.2.2 *“It’s very good. People should know about their rights and responsibilities.”*
 - 9.2.3 A need to better recognise and celebrate Council and community achievements over the past 25 years.
 - 9.2.4 Greater emphasis on readily available services, including family violence support.
 - 9.2.5 Improved accessibility, requesting the document is translated into key languages.
 - 9.2.6 Specifically, the Broadmeadows Progress Association feedback centered on:
 - (a) The structure of the document and expanding some areas to be more specific.
 - (b) Clarifying the role of the Victorian Charter and its relationship to Hume’s former Citizens Bill of Rights
 - (c) Ensuring the Social Justice Charter is clearly presented as a policy document.

REPORT NO: 8.1 (cont.)

- (d) Post adoption of the Social Justice charter, requesting the inclusion of community workshops to support implementation and increase community awareness.
- 9.3 Stakeholder feedback was incorporated into the final version of the Social Justice Charter. Changes include:
 - 9.3.1 Expanding the list of society-wide issues under the Intersectional and Community Responsiveness section to include:
 - (a) access to education
 - (b) family and intimate partner violence
 - (c) readily available and accessible services
 - 9.3.2 Leaving the issues identified under Intersectional and Community Responsiveness section at a high level to support the longevity of the document.
 - 9.3.3 Moving examples of the ‘Guiding Principles in Action’ to the back of the document so the Social Justice Charter reads first as a policy document.
 - 9.3.4 Strengthening the Victorian Charter section to provide greater clarity on the Victorian Charter and Council’s role in upholding the rights of Hume’s community.
 - 9.3.5 Adding a timeline of key outcomes to celebrate 25 years of Social Justice in Hume.
 - 9.3.6 The document design was also refreshed, including a new front cover photo and updated internal images.
- 9.4 The final Social Justice Charter, including these changes is presented in Attachment 1.
- 9.5 Following Council endorsement, the Social Justice Charter will be translated into key languages.
- 9.6 Implementation and monitoring
 - 9.6.1 Implementation of the Social Justice Charter will be supported through ongoing community engagement and monitored through Council’s planning and reporting processes.
- 9.7 Launch event
 - 9.7.1 The Social Justice Launch event, incorporating the Gary Jungwirth Oration, has been scheduled for Saturday 29 August 2026.
 - 9.7.2 This event will celebrate 25 years of progress in advancing Social Justice outcomes, acknowledging the vision, inspiration and impact of former Mayor Gary Jungwirth, and explore current social justice challenges facing our community.

10. CONCLUSION

- 10.1 The revised Social Justice Charter reflects Hume City Council’s continued commitment to a fair, just and dignified community, providing Councillors, staff and the community with a shared framework for turning social justice principles into action.





Contents

Message from the Mayor	4
Social Justice in Hume	5
Purpose	6
Intersectionality and community responsiveness	7
Community Profile	10
Guiding Principles	12
Access and Inclusion	14
Engagement and Participation	15
Human Rights, Equity and Fairness	16
Accountability and Transparency	17
Legislative Context	18
Your Rights Under the Victorian Charter	19
Council's Role in Social Justice	20
Other Legislative Context	21
Advocacy	22
Monitoring and Evaluation	23
Social Justice in Action	24
25 Years of Social Justice in Hume	28

Acknowledgement of Country

Hume City Council recognises the rich Aboriginal heritage within the municipality and acknowledges the Wurundjeri Woi-wurrung, which includes the existing family members of the Gunung-William Balluk clan, as the Traditional Owners of this land. Council embraces Aboriginal and Torres Strait Islander living cultures as a vital part of Australia's identity and recognises, celebrates and pays respect to Elders past, present and future.



Message from the Mayor

As Mayor of Hume City Council, I'm proud to introduce the refreshed Social Justice Charter.

This year marks 25 years since Hume first adopted a Social Justice Charter. While much has changed over that time, what hasn't changed is our commitment to fairness, inclusion and the belief that everyone in our community deserves the opportunity to thrive.

Hume is one of the most diverse and fastest growing communities in Australia. That diversity is our strength, but it also means we must continue to listen, learn and respond to the different experiences, needs and challenges across our community.

Some people in our community face barriers that make it harder to access opportunities - whether that's language, cost of living, health, discrimination, or simply not feeling seen or heard. This Charter recognises these realities and sets a clear direction for how we, as a Council, work alongside our community to address them.

Social justice is not just an idea - it's something we shape through our everyday decisions. It's reflected in how we plan our city, deliver services, support our most vulnerable residents and create spaces where people feel safe, respected and connected.

This updated Charter is about being honest about where we are, ambitious about where we want to go, and accountable in how we get there.

At its heart, it's about people - ensuring that everyone who lives, works or visits Hume feels valued, included and able to participate fully in community life.

Together, we can continue to build a community where everyone belongs.

Moore

Cr Carly Moore
Hume City Mayor



Hume City Council

Social Justice in Hume

Hume City Council's dedication to the advancement of social justice is something we are incredibly proud of. Our first Social Justice Charter was adopted in 2001, making us the first Local Government Authority to do so. 2004 saw the addition of the Inaugural Bill of Rights, and 2005's Hume Citizen Bill of Rights put us ahead of the Victorian Government's Charter of Human Rights and Responsibilities Act (2006). This proud history continues to shape our ambition for a fairer, more inclusive and more connected Hume.

Our Council is also dedicated to peace, order, and good governance – a responsibility shared with other parts of a three-tiered democratic system including local, state and federal governments. Together with our community, we can turn shared rights and responsibilities into meaningful action that strengthens belonging, opportunity and dignity for all. Our Charter encourages active and interactive participation in the democratic system and provides guidance for our residents to actively exercise their right to participate in public life.

Since its adoption the Social Justice Charter has been put into action, tested, and during this time has continued to be valued for its bold and enduring policy position for Council, and the Hume community. Our Charter provides a policy platform from which we can deliberately work to address disadvantage in all its forms and make practical improvements to the lives and livelihoods of our residents.

Council will continue to work with residents, partners and all levels of government to remove barriers, expand opportunity and build a fairer future for every person in Hume, to shape a city where equity, dignity and opportunity are embedded in every decision, service and partnership.



Purpose

This Social Justice Charter articulates the guiding principles that influence all Council initiatives and provides a foundation for us to embed these principles in decision-making, service design, partnerships and long term planning.

“Social justice” simply means the belief that all people have the same human rights and that these rights are respected, protected, and promoted. This is a commitment to the advancement of a fair and just society where every person can participate, belong and realise their potential. This is also a commitment to democratic processes and social cohesion.

At a local level, our Charter aims to promote respect for every person, encourage community participation and collective problem-solving, increase resilience, improve wellbeing, and celebrate culture, while reducing the causes of disadvantage.

The Charter recognises that people experience systems of advantage and disadvantage in different and overlapping ways (referred to as “intersectionality”) and that meaningful social justice requires attention to these intersecting forms of inequality. This includes factors such as cultural identity, race, gender, sexuality, or ability. These can combine compounded barriers to participation and wellbeing.

The Local Government Act (2020) requires that Hume City Council give priority to “achieving the best outcomes for the municipal community, including future generations”. An intersectional approach supports this obligation by ensuring that Council policies and actions respond to the diverse realities of community members rather than assuming a one size fits all solution.

By doing so, we acknowledge our role in reducing cumulative disadvantages and minority stress by creating the systems and supports that make it easier for everyone to participate. When this occurs, the foundation for a socially cohesive community strengthens. Cohesive communities are ones where people feel connected, respected and included, where differences are valued rather than feared, and where relationships, trust, and a sense of belonging are strong.

The Charter plays a crucial role in guiding Council’s actions and services to progress the Community Vision 2045 to “create a thriving, inclusive and well governed city where residents feel a strong sense of belonging.”

Intersectionality and community responsiveness

Hume’s communities demonstrate strong cultural leadership, care networks and civic participation. Like many fast-growing and diverse cities, residents can also experience pressures that affect access and wellbeing, prosperity and quality of life. To address entrenched and emerging issues and trends, we put our Guiding Principles into action and embed social justice thinking across all our services, plans and programs.

To do so, we draw on evidence and lived experience to identify the most challenging barriers that impact people’s ability to engage in community life. These barriers are not fixed; they can shift over time and often overlap with one another, and with bias and discrimination.

Current society-wide issues and barriers that impact people or cause social distress in Hume include:

- Access to education
- Access to recreation
- Addiction - alcohol, other drugs, gambling harm
- Affordable and accessible transport
- Climate resilience: impacts of climate change that disproportionately affect marginalised people.
- Community safety
- Digital access and literacy
- Disability access issues
- Engagement in employment and barriers to economic participation
- Family and intimate partner violence
- Geographic disadvantages
- Health Equity and affordable health options
- Housing stress
- Lack of readily available and accessible services
- Literacy challenges
- Low incomes
- Social isolation and lack of social connection

Additionally, some members of the community are more likely than others to face barriers in these critical areas of everyday life. This is due to a range of factors, including historical disadvantages, inter-generational poverty, discrimination, and poor public policy.

This is particularly the case for people who are part of one or more of the cohorts below:

- Aboriginal and Torres Strait Islander peoples
- Carers (with or without government support)
- Children and young people
- Culturally and racially marginalised
- Lesbian, gay, bisexual, transgender, queer/ questioning, intersex, asexual (LGBTQIA+) people
- Newly arrived migrants
- Older People
- People facing access barriers to government funded services
- People facing health inequities (for example, chronic health issues, neurodiversity)
- People facing homelessness and housing insecurity
- People who live with disability
- People from refugee and asylum-seeking backgrounds
- People impacted by family & intimate partner violence
- People who have temporary or insecure visa status
- Survivors of institutional child abuse
- Women and girls

In some instances, Council adopts policies and plans to address the needs of specific cohorts in the community.

However, people's lives do not fit neatly into categories. A social justice approach asks us to think about intersectionality and how we can best support all people through all our policies, plans, and services.

Examples



A young Aboriginal woman with a toddler with a disability lives in Kalkallo and faced barriers to accessing child health support for her baby's vaccinations because of location and trust in the system.

Using the Guiding Principle of Access and Inclusion, Council addresses barriers such as medical discrimination, geography and finances by providing culturally responsive staff who run outreach programs and flexible service delivery. This has meant our 2024/25 immunisation rate for Aboriginal and Torres Strait Islander children under age 3 is 100% vaccinated. The culturally responsive staff were also able to support the mother to navigate the health system to access disability support services for her child.



A recently arrived migrant was having trouble gaining employment because they didn't have strong digital literacy and access to the internet.

Using the Guiding Principles of Access and Inclusion, Engagement and Participation, and Human Rights, Equity and Fairness, our Libraries team helped them book a computer at the local branch and supported them to look up our Economic Development team's Hume Joblink which links local jobs with local people.



A woman who migrated with her family from Iran as refugees found support and life-changing assistance through their local Community at Holy Child Primary School Hub which is co-delivered with Hume City Council.

The mum was initially supported to participate in activities and volunteering in school events, which expanded her social networks and sense of belonging. Hub staff then supported her through the permanent residency process, navigating the system to access medical support for her child. When she decided to apply for citizenship, Hubs staff helped her practice her English. They also encouraged her aspiration to work as a support worker in the NDIS, identifying specific areas of focus as part of her English activities, and helping her successfully approach agencies for work; she started her first job in Australia one week after her citizenship ceremony.

This shows the unique and valuable role our 15 Community Hubs play in tailoring supports to people who face multiple barriers to full participation in local life.



Our Community

Population growth (Iid Forecasts)



278,200

2025

411,700

2046

Household growth (Iid Forecasts)



91,500

2025

140,700

2046

Age groups (ABS 2021 Census)



More than

1 in 4 people aged
under 18 years

1 in 9 people are
65 years or older

Over the next 20 years the largest increase (number) in population will be in the 45-49 (12,124 people) and 50-54 (11,061 people) year age groups. However, the largest growth (% change) will be in the 85+ (160.7%) and 80-84 (122.9%) year age groups.

Mickleham and Sunbury will experience the largest growth over the next 20 years.

(Iid Forecasts)



7.7%

of people responding to the Victorian
Population Health Survey in Hume
City identified as **LGBTIQA+**

(compared to 11% of respondents
across Victoria)

(2023 Victorian Population Health Survey)



1,870

residents are **Aboriginal and
Torres Strait Islander peoples**

Our city is home to the fifth-largest Indigenous
population in Greater Melbourne, with the
largest communities residing in Craigieburn
and Sunbury.

(ABS 2021 Census)



49%

of residents speak a language
other than English at home

speaking over 155 languages.

(ABS 2021 Census)



40%

of residents were born overseas,
coming from 170 different countries

(ABS 2021 Census)



74%

of residents identify with a religion

(compared to 56% in Greater Melbourne)

(ABS 2021 Census)



**Almost
1 in 4**

residents are new migrants

(arrived in Australia 2000-2021)

(ABS 2021 Census)

Our city is home to one of Australia's most culturally diverse communities. It has the largest population of people born in Turkey in Australia, and the second-largest population of those born in Iraq. India is the birthplace for the largest percentage of our population born overseas (6.7%) and is the birthplace experiencing the largest growth in the last 5 years (7,816 people).

(ABS 2021 Census)

Our city has the third largest number of permanent migrants across all Victorian councils, with two in five (40.6%) entering Australia under the Skilled Program and more than one in three (34.0%) under the Humanitarian Program. Our humanitarian migrant population is the largest in Victoria (accounting for 20% of Victoria's total humanitarian intake) and the second largest in Australia.

(Dept of Home Affairs, Settlement Data)

Guiding Principles

We are committed to democratic processes and have an ethical duty and a legal obligation to respect, protect, and fulfil the human rights of our residents, and to hold ourselves accountable for human rights outcomes.

In the pursuit of social justice, Hume City Council follows the Guiding Principles:

- Improve standards of **access and inclusion** for all residents.
- Nurture opportunities for **engagement and participation**.
- Deliver policy, programs and services that uphold **human rights**, and the values of **equity and fairness**
- Be **accountable and transparent** by measuring the advancement of social justice across Hume’s policies, services, and programs.



12

Hume City Council



13



Access and Inclusion

We are committed to ensuring everyone can access information, services and spaces, and participate fully in community life regardless of capability. We consider the diverse needs of all people and design for inclusion as standard practice. This includes recognising and addressing potential barriers and ensuring our communication, services and environments are usable, welcoming, and equitable for all. We lead by example and embed inclusive thinking across everything we do.

14

Hume City Council



Engagement and Participation

We are committed to addressing systemic challenges that drive exclusion in community life and decision making, particularly for people who have been historically under-represented. This means we work collaboratively and deliberatively with people and groups, removing barriers that limit participation to create opportunities for meaningful engagement.

Social Justice Charter 2026

15



Human Rights, Equity and Fairness

While all people are equal under the law, not everyone has equal access to rights that advance their ability to fully participate and actively participate in community life. Council has an ethical duty and legal obligation to respect, protect, and fulfil the human rights of our residents.

Equity means providing support for those facing the most barriers, to help create equality. Likewise, fairness isn't everyone getting the same thing; fairness is our obligation to be as impartial and unbiased as possible. This means we make sure our decisions are well-considered and balance the impact of our actions against our obligations to uphold all human rights.

We deliver policy, programs and services with an active consideration of equity and fairness and work to balance the Human Rights of all people.

16

Hume City Council



Accountability and Transparency

We are committed to respecting and protecting the human rights of everyone in our community. We hold ourselves accountable by being open about what we are trying to achieve, how we are progressing, and where we need to do better. We regularly share updates with our community about what has changed, what hasn't, and why.

We combine community voices and lived experience with data and local knowledge to understand what is working and what needs to improve. We use this feedback to shape our actions and adjust our approach so that our decisions and actions, work stays relevant, transparent, and responsive to community needs.

Social Justice Charter 2026

17

Legislative Context

Our Social Justice Charter and the Victorian Charter of Human Rights and Responsibilities Act 2006 (the Victorian Charter) are distinct but connected.

The Victorian Charter sets out the basic rights and freedoms of all Victorians and requires public authorities - including councils, government departments, police and service providers - to respect and uphold those rights.

Our Social Justice Charter translates the Victorian Charter into practical principles for Council's planning, policy development, service delivery and community engagement. In this way, the Victorian Charter provides the legal foundation, and the Social Justice Charter provides the local framework for putting those rights into action across Hume.



18

Your Rights Under the Victorian Charter

Under the Victorian Charter of Human Rights and Responsibilities Act 2006, everyone in Victoria has basic rights that protect their freedom, safety, and dignity.

These include the right to:

- Equality and fair treatment
- Safety and protection from harm
- Have your life respected
- Freedom from torture, cruelty or degrading treatment
- Freedom from forced labour
- Move freely and choose where you live
- Have your privacy protected
- Hold your own beliefs and practice your religion.
- Express your opinions and participate in peaceful gatherings or groups
- Have your family protected
- Take part in public life, like voting
- Have your culture respected, including Aboriginal cultural rights
- Own property
- Be safe from arbitrary arrest
- Be treated humanely if detained
- Ensure children are treated appropriately in the justice system
- Have a fair hearing if you go to court
- Be presumed innocent until proven guilty
- Not be punished twice for the same offence
- Not be charged under laws that did not exist at the time

Victorian Equal Opportunity & Human Rights Commission's role is to protect and promote human rights in Victoria. They do this through a range of functions and services under Victoria's human rights laws. For more information visit www.humanrights.vic.gov.au

Importantly, the Act also includes a statement that means that other rights that are recognised in other laws such as International law (for example a right included in the United Nations' Universal Declaration of Human Rights) or Commonwealth law, are also protected through this legislation, even if it's not listed in the Victorian Charter.

Social Justice Charter 2026

19

Council's Role in upholding the rights of our community

As a public authority, Council is a 'duty bearer' in the Victorian Charter. This means Council must:

- Act consistently with human rights
- Consider human rights in every decision
- Create policies, programs and services that are fair, inclusive and accessible

Under the Victorian Charter, people in Victoria as 'rights holders', can claim their rights, hold Council accountable, and share responsibility for respecting the rights of others. This means that you have rights that should be respected, including by Council, but you also have a responsibility to respect the rights of others.

More broadly, Council has clear roles in supporting and strengthening social justice in Hume's community.



Statutory Authority

Council must follow Victorian and Commonwealth laws that protect human rights and prevent discrimination on page 19. These laws guide how Council makes fair and inclusive decisions.

Service Provider

Council delivers services and makes decisions that impact people's daily lives, including health, housing, education, the environment and safety.

Facilitator

Council works with local organisations and service providers to plan, coordinate and support actions that promote social justice.

Advocate

Council speaks up for the community and calls on other levels of government to invest in public transport, schools, healthcare and social services - key areas needed to reduce inequality and support social justice.

Other Legislative Context

In addition to the Victorian Charter of Human Rights and Responsibilities Act 2006 we have a role in upholding other laws including:

Victorian Local Government Act 2020

The Local Government Act 2020 sets out how councils and communities should work together. It places a strong emphasis on community participation and community ownership. The Act requires councils to engage with their communities and conduct strategic planning in ways that are transparent and accountable. This focus on community involvement supports the social justice principles outlined in this Charter.

Additional Victorian Laws

These laws help promote fairness, safety and inclusion in Victoria:

- Disability Act 2006
- Equal Opportunity Act 2020
- Family Violence Protection Act 2008
- Gender Equality Act 2020
- Justice Legislation Amendment (Anti-vilification and Social Cohesion) Act 2025
- Multicultural Victoria Act 2011
- Public Health and Wellbeing Act 2008
- Statewide Treaty Act 2025

Federal Laws

National laws that support equality and protect people from discrimination include:

- Age Discrimination Act 2004
- Australian Human Rights Commission Act 1986
- Disability Discrimination Act 1992
- Racial Discrimination Act 1975
- Sex Discrimination Act 1984

Further Information and Support

If you want to learn more about the Victorian Charter or believe you have experienced discrimination, sexual harassment, victimisation or vilification in Victoria, the Victorian Equal Opportunity and Human Rights Commission can provide advice and support.

More information is available on the Victorian Equal Opportunity and Human Rights Commission: <https://www.humanrights.vic.gov.au/legal-and-policy/victorias-human-rights-laws/the-charter/>

Phone: 1300 292 153

Email: enquiries@veohrc.vic.gov.au

Advocacy

Our community is proud, inclusive, and resilient in the face of social challenges and barriers, many of which are beyond any one organisation or Local Government’s ability to address. As such, we are proud to play a role in advocating on behalf of the community, championing and elevating the aspirations of our community to build a fairer, healthier and more sustainable future for Hume.

We do this on an issue-by-issue basis, but also through our membership of national and local networks and peak bodies such as:

- Australian Local Government Association
- Municipal Association of Victoria
- National Growth Areas Alliance
- Northern Alliance for Greenhouse Action
- Northern Councils Alliance
- Northern Health Primary Care and Population Health Advisory Committee
- Outer Melbourne Councils group
- Refugee Council of Australia’s Leadership Group
- Refugee Welcome Zone
- The Mayoral and Councillor Taskforce Supporting People Seeking Asylum
- Victorian Council of Social Services
- Victorian Local Government Association
- Welcoming Cities

We maintain strong relationships with all levels of Government to seek the best outcomes for our community, and have developed a Partnership Framework to guide how we work with organisations who have a shared ambition for the community of Hume, an ability to work collaboratively, and commit to improving the social, environmental, or economic outcomes for Hume City.

Monitoring and Evaluation

Under the Guiding Principle of Accountability and Transparency, we monitor and evaluate the Social Justice Charter. We provide updates in multiple formats so that everyone in Hume can understand how Council is performing.

To do this we draw on a mix of qualitative and quantitative information, local knowledge and lived experience as well as data from trusted sources, to build an accurate picture of people’s needs and our social justice impact.

As we are responsible for the delivery of a wide range of policies, services and programs, we will develop relevant tools and communication methods to help varied parts of Council apply the Guiding Principles in their decision making, planning and budgeting processes. This will also help define the expected social justice advancements of our work.

To report on our performance, we make use of existing Council and sector reporting tools, including:

- Local Government Performance Reporting Framework (LGPRF) indicators
- Hume business planning tools and frameworks
- Council Annual Action Plan and Annual Report



Social Justice in Action



Access and Inclusion



Collaborating with Jesuit Community College, the Youth Central Training Café (YCTC) is targeted at young people aged 18-24 connected to Hume who are interested in gaining new skills for potential employment in the Hospitality industry.



We partnered with Kids' Own Publishing to co-create a children's book with children and their families in our Community Hubs. This project focused on developing English language skills, helping kids relate to each other, addressing social isolation and raised the voices of children's from migrant and refugee backgrounds.

Developing books for publication, children and their families led the process, collaboratively developing the storyline and producing the illustrations.



The Active Living team offers dedicated and inclusive swimming sessions for children on the autism spectrum, creating more accessible and welcoming pathways to inclusive programs.



Engagement and participation



In 2024, community members from Hume's LGBTQIA+ community raised concerns that they weren't being meaningfully engaged and requested the provision of an advisory group to inform inclusive practice. We set up a working group with community members to guide the development of strategies for better participation and recognition across Council's policies, programs and services which we are now in the process of embedding.



Council works with the Hume Interfaith Network to deliver initiatives that encourage participation and interaction between community members from diverse faith and cultural backgrounds. In partnership with local places of worship, we host visits where faith leaders share insights into their beliefs, rituals, and significant celebrations. Through interfaith dialogue and shared learning, community members build understanding, strengthen connections, and foster greater respect and harmony across the community.

Hume City is one of the fastest growing municipalities in Australia and has one of the highest settlement rates of migrants and newly arrived people with 40% of our residents being born overseas. Using an intersectional lens, we know this means some people don't know what services and supports are run by Council or local organisations that they could access and benefit from.

To address this, we run the Welcome to Hume program. Collaborating with local community groups and organisations, and accredited interpreters, we take residents on face-to-face excursions across the various services, spaces and places in the municipality. The program reduces barriers, improves understanding of services, and helps culturally diverse residents participate more fully and equitably in community life.

We partnered with Outdoors Victoria to deliver the active travel initiative, Park IT, with the Westmeadows Primary School community. Park IT encourages car-dependent families to drop their kids off at a nearby park and walk, engaging in "play on the way" to and from school with their friends and family.

Westmeadows students helped design the active travel pathways that guide the walk to/from the park and school. Subsequently, families were engaged to get active and ready to learn, and grow community connections amongst families, while also reducing traffic congestion and improving safety around schools.



Human Rights, equity and fairness



We run English language classes in our Community Hubs program to support refugee and recently arrived women with children to build their confidence and language skills. While English classes are available elsewhere, we recognise that some face extra barriers to accessing them. By offering classes in familiar, local settings and alongside other supports, we help remove those barriers and make it easier for people who need it most to take part.



Hume City has a higher-than-average population of people living with disabilities, including children. This means that some children couldn't use the play equipment at our playgrounds, which reduced the opportunity for socialising with other children, and negatively impacted kids' physical and mental health, and sense of belonging.

Over recent years, our Open Spaces team have embedded universal design principles and we now have eight playgrounds that feature accessible swings and other play equipment, continuous pathways, accessible entries to playgrounds and parking close by. This shows how the principles of Access and Inclusion, Engagement and Participation, and Human Rights, Equity and Fairness work together.



Everyone in our community deserves a safe, secure place to call home. Homelessness is a human rights issue that impacts health, wellbeing, and social inclusion. It is not limited to any one group, and anyone can be at risk. Data shows that the number of people experiencing or at risk of homelessness in our city continues to grow.

In response, Council works closely with VincentCare, our local specialist homelessness service, to support people sleeping rough across our city. Through this coordinated approach, Council connects some of our most vulnerable community members with the critical support and services they need.



Accountability and transparency



Our website has a dedicated section called the Health and Wellbeing Profile. This brings together the latest data on our community's health and wellbeing. It highlights key issues and challenges to help guide priorities and decision-making across our city. We share this publicly to support informed decisions, foster collaboration, and promote equity, so that everyone in our city can thrive.



The Multicultural Communications Advisory Group (MCAG) was established in 2024, and advises Council on communications preferences, priorities and cultural sensitivities of our multicultural communities to improve communication, consultation and information sharing between our multicultural communities and Hume City Council.

The MCAG is made up of members from the language communities that will most benefit from communications support. This includes Arabic, Assyrian, Farsi, Greek, Hindi, Italian, Mandarin, Nepali, Punjabi, Turkish, Urdu and Vietnamese.

25 Years of Social Justice in Hume

Year	Action
2001	Our first Social Justice Charter was adopted
2001	Council first recognises the Wurundjeri peoples as the traditional custodians of the land on which Hume City is situated
2001	Community Panels established - Hume Interfaith Network (HIN) and Friends of Aileu
2002	Sustainability Taskforce initiated and Hume Indigenous Advisory Committee (HIAC) established – evolved into Reconciliation Action Plan Working Group
2002	Hume Business Awards established
2003	First Hume Global Learning Centre opens in Broadmeadows; includes Broadmeadows' first Library
2004	Land swap completed for Kangan Institute's Indigenous Education Centre
2004	Hume Inaugural Bill of Rights introduced, 2005 Hume Citizen's Bill of Rights
2007	Social Justice Action Plans adopted
2007	Social Justice Charter revised to include The Charter of Human Rights & Responsibilities Act Vic (2006)
2008	Tax Help program in collaboration with the ATO commenced
2008	Establishment of Maternal and Child Health Aboriginal Engagement team and the Boorais and Beyond facilitated playgroup
2009	Volunteer Gateway launches
2010	Gambling Harm Policy first introduced
2010	Broadmeadows Aquatic Centre refurbishment including new 50m pool improves access to health and wellbeing
2011	Supporting Parents – Developing Children in Hume (SPDC) Pilot begins - prototype of Community Hubs
2011	Local Jobs for Local People network launched
2012	Hume Multiversity established
2012	Hume Jobs and Skills Taskforce established
2012	First Community Art Gallery opens as part of Craigieburn Global Learning Centre
2012	Enviro Champs launched
2012	Establishment of four Community Gardens across Hume
2013	Broadmeadows Community Hub built to include House local services and Dallas Neighbourhood House
2013	Social Justice Conference
2014	GLITTER youth social group launched for LGBTIQ+ young people and allies
2014	Community Hubs rolled across Australia based on Hume's success
2014	Successfully ensured social housing & aged care precinct was prioritised within Valley Park Westmeadows
2015	1000 Books Before School Program began

28

Hume City Council

Year	Action
2015	Multicultural Advisory Group (MAG) began
2017	Libraries After Dark program initiated at Broadmeadows (expanded to Craigieburn and Sunbury in 2021)
2017	SPLASH! Opens in Craigieburn, improves access to health and wellbeing
2019	StartNorth opens to increase economic participation
2019	Hume Global Learning Centre opens in Sunbury
2019	Victorian Bar Foundation Student Achievement Award commenced
2019	Town Hall Broadmeadows reopened, providing space for cultural celebrations and community participation
2019	Purpose built Mens Shed opened in Tullamarine to support community health outcomes
2020	Community Changemakers launched
2020	Hume Together - COVID-19 Response Package delivered including Supporting Culturally Diverse Communities
2020	Hume's first Creative Community Strategy adopted
2021	Hume Arts Grants Program established
2022	Young Leaders Awards began
2022	Stolen Generations Marker installed
2022	Hume Multiversity Tertiary Scholarship Program began
2023	Inaugural Gambling Harm Symposium
2023	Sunbury Aboriginal Corporation instated at Old Sunbury Courthouse
2023	Community Event Grant program established
2023	Hume Sports Aid Grants category introduced to address access needs
2024	Hume Gender Equity in Sport Network (HGESN) formed and the Hume Fair Access Policy adopted
2024	Library kiosks at community centres open in Hume's north
2024	Multicultural Communications Advisory Group launched
2024	LGBTQIA+ Community Working Group initiated
2025	Two new library vans taken into service focusing on northern corridor
2025	ArtRise opens at Jacksons Hill increasing community access to arts, culture and service
2026	Anti-Racism Network formed
2026	Hume Active Living Plan adopted
ongoing	Safe City Accreditation achieved
ongoing	Education Scholarships
ongoing	Delivery of Disability (HACC-PYP) services
ongoing	Roll out of Community Centres across the municipality increases participation and supports social connection
ongoing	Community Transport offered
ongoing	Direct delivery of Immunisation services to Hume community
ongoing	Delivery of Commonwealth funded Aged Care Services
ongoing	IT in Hume Programs support digital literacy and access
ongoing	Grants supports community capacity and participation, and economic growth and participation

Social Justice Charter 2026

29

Language support –

Arabic العربية	नेपाली Nepali
Assyrian ܐܪܡܝܐ	ਪੰਜਾਬੀ Punjabi
Farsi فارسی	Türkçe Turkish
Ελληνικά Greek	Tiếng Việt Vietnamese
Hindi हिंदी	Urdu اردو
Italiano Italian	简体中文 Simplified Chinese



For language support visit
hume.vic.gov.au/translate or call
9205 2200 to speak to our team.

Hume
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HumeCityCouncil

REPORT NO:	8.2
REPORT TITLE:	External Grant Management Policy
SOURCE:	Joel Kimber, Head of Government Relations & Advocacy Claire Taylor, Coordinator Grants and Projects
DIVISION:	Office Of The CEO
FILE NO:	HCC22/950
POLICY:	POL/308
STRATEGIC OBJECTIVE:	SO4.2 An organisation that demonstrates leadership and strong advocacy.
ATTACHMENT:	1. <i>External Grant Management Policy</i>

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this Report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

- 1.1 Council relies on non-recurrent funding from the State and Federal Government and other funding organisations to support the delivery of budgeted, committed or proposed future capital works projects, other projects, services and programs.
- 1.2 In December 2024 Council adopted an External Grant Management Policy for the purpose of outlining Council’s position on when and how grants are applied for and managed.
- 1.3 A review of the Policy has been undertaken in response to its implementation over the last 20 months coupled with the increase in costs of large community infrastructure projects.
- 1.4 This report seeks Council’s endorsement of the reviewed External Grant Management Policy.

2. RECOMMENDATION:

That Council:

- 2.1 **Adopts the External Grant Management Policy.**

3. LEGISLATIVE POWERS & POLICY CONTEXT:

Local Government Act 2020.

4. OVERARCHING GOVERNANCE PRINCIPLES:

- 4.1 This Report supports Council is giving effect to the following Overarching Governance Principles:
 - Council decisions are to be made and actions taken in accordance with the relevant law;
 - priority is to be given to achieving the best outcomes for the municipal community, including future generations;
 - collaboration with other Councils and Governments and statutory bodies is to be sought;

REPORT NO: 8.2 (cont.)

- the ongoing financial viability of the Council is to be ensured;
- regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- the transparency of Council decisions, actions and information is to be ensured.

5. IMPACT ASSESSMENTS:

5.1 CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006

5.1.1 The human rights relevant to this Report are:

- (a) Every person has the right to freedom of thought, conscience, religion and belief,
- (b) Every person has the right to freedom of expression which includes the freedom to seek, receive and impart information and ideas of all kinds, whether within or outside Victoria
- (c) Every person has the right of peaceful assembly.
- (d) Every person in Victoria has the right, and is to have the opportunity, without discrimination, to participate in the conduct of public affairs, directly or through freely chosen representatives.

5.1.2 The above rights are not being limited by the recommended action in this Report.

5.2 GENDER EQUALITY ACT 2020

5.2.1 The policy, program or service in this Report does not have a direct and significant impact on the public; therefore a Gender Impact Assessment was not required.

6. FINANCIAL & RESOURCE IMPLICATIONS:

- 6.1 The External Grant Management Policy outlines the purpose, scope, accountabilities, responsibilities and processes for any external funding applied for or sought through budget or election commitments.
- 6.2 The policy will assist to mitigate financial risk associated with accepting grant funding for projects that are not part of the forecast Capital Works Program and/or considered “construction ready” to minimise the potential for projects to fall behind our committed grant timelines or add to an existing significant Capital Program.
- 6.3 Proactively seeking funding is a strategic approach to supporting the cost of project delivery, saving rates and maximising value to the community, with the ultimate aim being to offset Council’s committed investment in projects.
- 6.4 This represents a change to the existing policy but demonstrates a financially sustainable approach to the development and implementation of Council’s Capital Program where some projects will no longer be fully funded by Council as outlined in the Capital Program.

7. OPPORTUNITIES & RISKS:

- 7.1 The existing policy was adopted by Council to minimise the risks of accepting unsolicited funding for projects that Council had no intention of undertaking (as there was no funding committed in the long-term Capital Program).
- 7.2 In adherence with the policy, Council were offered the opportunity to accept/reject any unsolicited funding offer.

REPORT NO: 8.2 (cont.)

- 7.3 The intent of that part of the policy has not changed through the review undertaken by Council – thus ensuring that Council will still have the final say on whether or not to accept unsolicited funding.
- 7.4 The proposed changes outline a more financially sustainable approach by seeking funding for projects that are only part-funded in Councils Capital Program – a reflection of the costs associated with large infrastructure projects.

8. COMMUNITY ENGAGEMENT:

- 8.1 This policy was distributed to Council’s Audit and Risk Committee for feedback. No changes were made as a result of feedback provided by Committee members.
- 8.2 This Policy does not require community engagement but once adopted it would be communicated with State/Federal elected representatives and candidates.

9. DISCUSSION:

- 9.1 Existing policy position
 - 9.1.1 The adoption of the External Grant Management Policy provided a clear line of sight of Councils position on the application, acceptance and management of external funding.
 - 9.1.2 The implementation of the policy also importantly afforded Council an opportunity to take a position on the acceptance of any funding that is unsolicited, should it not align with the required scope as outlined in the Policy.
- 9.2 Proposed changes to the existing policy
 - 9.2.1 The changes proposed to the policy do not alter the overall intent of the policy.
 - 9.2.2 There are however a few small changes which will support Council’s efforts to seek and manage funding. This includes:
 - (a) Adding proactive efforts to seek budget and election commitments.
 - (b) That any funding sought for Council projects is on the proviso that the project/s are budgeted in Council’s four-year Capital Program.
 - (c) Any funding proactively sought for projects will look to support the cost of delivery of projects in some instances as a reflection of the increasing costs of large infrastructure projects.
 - (i) Through part-funding large projects in the Council Capital Program, this represents a financially sustainable approach from Council.
 - (d) That any unsolicited funding offered to Council would only be considered by Council if there is no additional funding required from Council.

10. CONCLUSION

- 10.1 A review of the External Grant Management Policy was undertaken in response to an assessment of its implementation of the policy over the last 20 months, coupled with the increases in costs of large community infrastructure projects.
- 10.2 The proposed changes do not change the overall intent of the policy but provide additional protection for Council from a financial sustainability perspective – both in the part-funding of projects plus the condition that any unsolicited funding could only be considered by Council should there be no financial contribution required by Council.

HUME CITY COUNCIL

External Grant Management Policy

Policy reference No:	POL/309
File No:	HCC22/950
Strategic objective:	SO4.2 An organisation that demonstrates leadership and strong advocacy.
Adopted by Council:	9 December 2024
Re-Adopted:	< Date Month Year >
Date for review:	< Date Month Year >
Responsible officer:	Coordinator Grants and Projects
Department:	Office of the CEO

hume.vic.gov.au



EXTERNAL GRANT MANAGEMENT POLICY

1. Policy Statement

- 1.1. Council is committed to delivering projects that enhance the quality of life for Hume residents whilst ensuring financial sustainability. To assist in achieving this, Council will actively seek State and Federal grants and other funding as a strategic approach to support the cost of project delivery, offset rates and maximise value to the community.

2. Purpose

- 2.1. This policy is guided by the following key principles:
- 2.1.1. **Efficiency, transparency and accountability** – A clear, streamlined approach to the seeking and management of external funding to maximise Council's potential to obtain funding and augment rate revenue.
- 2.1.2. **Governance, risk appetite and effectiveness of decision making** – Council will not accept unsolicited funding opportunities or assume unnecessary risk by accepting funding that does not align with its financial and resource commitments or fails to deliver sufficient value.
- 2.1.3. **Financial sustainability** – Funding received contributes towards Council's investment in projects, reducing the expected rates burden.

3. Scope

- 3.1. The scope of this policy applies to all stakeholders, where:
- 3.1.1. Council is submitting a grant application or seeking a budget or election commitment for external funding of a Council project.
- 3.1.2. Council partners with other organisations to submit a joint grant application (irrespective of whether Council is the lead applicant or not).
- 3.1.3. Council auspices a grant application on behalf of another organisation.
- 3.1.4. Council is offered unsolicited funding (i.e. as part of a State or Federal Government budget or election commitment).
- 3.2. This policy does not apply to:

Policy Reference No:	POL/	Responsible Officer:	Insert Name
Date of Re/Adoption:	Date Month Year	Department:	Department
Review Date:	Month Year		

Page 1 of 6

EXTERNAL GRANT MANAGEMENT POLICY

- 3.2.1. Recurring / business as usual funding received as State and Federal Governments commitment to Local Government (i.e. those received from the Victorian Grants Commission or subject to service agreements).
- 3.2.2. Grants given by Council (sponsorship / grant giving to community groups and organisations via community grant programs, business or other grants).

4. Objective

- 4.1. To ensure that Council's efforts to seek funding for Council projects are undertaken in a transparent and financially responsible manner.

5. Policy Implementation

5.1. Criteria to support decision making processes

- 5.1.1. In line with the Policy principles, the following criteria will guide the decision-making process for grants that Council actively applies for; seeks through budget or election commitments or for grants that are offered to Council as described below:
 - 5.1.1.1. Council will apply for/seek funding opportunities where it has the planned capacity and resources to deliver a project within the required timeframes AND it is part of the adopted four-year capital program or annual operating budget.
 - 5.1.1.2. Where Council is offered or presented with unsolicited funding opportunities which are not in accordance with or does not align to the criteria at 5.1.1.1 above, then Council reserves the right to either accept/reject the funding offered (i.e. funding received as part of a State or Federal Government budget or election commitment.)

5.2. External Grant Management Processes

- 5.2.1. External Grant Management for non-recurrent grants occurs across three stages of the grant lifecycle.
 - 5.2.1.1. **Stage 1: Funding and Project Identification** – involves identifying and communicating grant opportunities that align with committed, budgeted or future proposed Council Projects, capital works, services or

Policy Reference No:	POL/	Responsible Officer:	Insert Name
Date of Re/Adoption:	Date Month Year	Department:	Department
Review Date:	Month Year		

Page 2 of 6

EXTERNAL GRANT MANAGEMENT POLICY

programs or to support strategic objectives.

- 5.2.1.2. **Stage 2: Grant Application and Funding Agreement** – involves the timely approval, preparation, writing and submission of grant applications and the process for entering into agreements with the funding organisation.
- 5.2.1.3. **Stage 3: Grant Delivery** - involves the delivery of the funded project, capital works, service or program including all internal and external liaison and required reporting; this includes variations and extensions should they be required.
- 5.2.2. The potential to apply for a grant or seek funding for a Council project must be based on the current scope of the project, with the funding applied for utilised to contribute towards the total cost as approved within the relevant budget
- 5.2.3. Grant and external funding opportunities that are unsolicited will be reviewed, presented and either approved or rejected as described in Section 5.1 of this policy on the condition that no Council funding is contributed towards the project.
- 5.2.4. Where a co-contribution for a submitted grant application is required, applications must have sought endorsement from the relevant Director and will be considered in accordance with criteria 5.1.
- 5.2.5. Grant applications for capital projects will be reviewed and endorsed by the Capital Investment Committee (CIC) prior to approval by Council or the Chief Executive Officer before submission.
- 5.3. Grant Administration
- 5.3.1. Grants Register
- 5.3.1.1. Council will continue to maintain a Grants Register which records the details of all grant applications submitted and received as applicable to this policy, including but not limited to the following information:
- 5.3.1.1.1. the project or service deliverables, financial contributions, project manager, submission and announcement dates, funding agreement milestone dates, the outcome of the application and feedback on unsuccessful applications
- 5.3.1.1.2. a list of projects that Council has proactively sought for budget/election commitments.

Policy Reference No:	POL/	Responsible Officer:	Insert Name
Date of Re/Adoption:	Date Month Year	Department:	Department
Review Date:	Month Year		

Page 3 of 6

EXTERNAL GRANT MANAGEMENT POLICY

6. Accountabilities and Responsibilities

6.1. Responsibilities have been established and are supported as outlined:

6.1.1. Council

6.1.1.1. To approve/not approve the acceptance and conditions under which Council will accept unsolicited funding.

6.1.1.2. To approve the submission of a grant application for Council projects which do not align with 5.1 of the Policy.

6.1.1.3. To approve additional funds or scope variation beyond the current budget.

6.1.2. Chief Executive Officer (CEO)

6.1.2.1. To approve a report to Council for the review and approval of the terms of acceptance of unsolicited funding.

6.1.2.2. To provide signatory approval for all funding submissions as specified by the terms and conditions of the relevant funding bodies.

6.1.2.3. To provide signatory approval on funding agreements for successfully funded projects.

6.1.3. Capital Investment Committee

6.1.3.1. To review and endorse the preparation of all capital grant applications.

6.1.4. Relevant Director

6.1.4.1. To review and endorse the preparation of all grant applications managed by their respective division

7. Definitions and Abbreviations

7.1. Capital Program – Council's annual and four-year program as set out in Council's adopted Annual Budget and rolling Strategic Resource Plan.0

7.2. Funding agreement – a legal document setting out the terms and conditions and milestones governing the administration of funds by Council, determined by the funding organisation.

7.3. Funding bodies/organisations – the organisation responsible for the funding

Policy Reference No:	POL/	Responsible Officer:	Insert Name
Date of Re/Adoption:	Date Month Year	Department:	Department
Review Date:	Month Year		

Page 4 of 6

EXTERNAL GRANT MANAGEMENT POLICY

opportunity. Funding organisations could include Australian Government and its departments, Victorian Government and its departments, Government statutory bodies, registered non-Government Organisations, Philanthropic organisations, not-for-profit and for-profit organisations.

- 7.4. Grant/Funding – any assistance by way of a sum of money provided to Council by a funding organisation on the condition that the assistance is used for a specified purpose as outlined in a successfully submitted grant application and/or committed to Council through a budget or election commitment, and authorised through a funding agreement to achieve agreed objectives through milestone reporting.
- 7.5. Non-recurrent grant – grant funding that must be applied for via an application submission and is not received by Council on an ongoing basis as part of business as usual.
- 7.6. Project – this terminology refers to and encompasses infrastructure projects, services and/or programs delivered by Hume City Council and where funding is applied for as part of a non-recurrent grant opportunity.
- 7.7. Unsolicited grant – grant funding that is not part of an advertised, competitive grant program, which is offered to Council without having to undergo a competitive grant application process.

8. Related Documents

- 8.1. The External Grant Management Policy will be consistent with the Council Plan, associated strategic resources and the following strategic Council documents:
- 8.1.1. Project Management Framework (PMF)
- 8.1.2. Council’s Adopted Budget

Date Adopted	Date Month Year
Date Re-Adopted	
Review Date	Month Year

Policy Reference No:	POL/	Responsible Officer:	Insert Name
Date of Re/Adoption:	Date Month Year	Department:	Department
Review Date:	Month Year		

Page 5 of 6

REPORT NO:	8.3
REPORT TITLE:	Memorial Request and Seat Donation – Eileen Powell
SOURCE:	Peter Faull, Coordinator Governance
DIVISION:	Organisational Performance
FILE NO:	HCC26/348
POLICY:	Memorialisation Policy
STRATEGIC OBJECTIVE:	SO3.3 An inclusive and socially connected community that celebrates diversity and culture
ATTACHMENTS:	Nil

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this Report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

- 1.1 An application has been received from the Powell family offering to donate a park bench seat to Council and requesting that a memorial plaque in memory of their late mother, Eileen Powell, is affixed to the seat. This application has been made in accordance with their mother’s wishes to have a park bench seat in her memory.
- 1.2 The requested location for the park bench seat and memorial plaque is the dog off leash area in the Emu Bottom Wetland Reserve.
- 1.3 Council can consider this application under its Memorialisation Policy.

2. RECOMMENDATION:

- 2.1 That Council approves the installation of a new park bench seat and memorial plaque in memory of the late Eileen Powell in the dog off leash area at the Emu Bottom Wetland Reserve, noting that:
 - 2.1.1 installation of a new seat at this location is subject to approval first being obtained in an endorsed Cultural Heritage Management Plan which is currently being sought for proposed works at this reserve;
 - 2.1.2 if approved, the Powell family will pay for the memorial plaque and park bench seat.
- 2.2 That Council approves the installation of a new seat and memorial plaque at the alternative location of The Nook in Sunbury if an endorsed Cultural Heritage Management Plan for the Emu Bottom Wetland Reserve is not received by 28 February 2027, and/or if an endorsed plan does not include approval for a new seat in the dog off leash area of the reserve.

3. LEGISLATIVE POWERS & POLICY CONTEXT:

- 3.1 The application submitted by the Powell family can be considered by Council under its Memorialisation Policy. This policy, which can be viewed on Council’s website, provides information on submitting an application to locate a memorial on Council owned land or assets.

REPORT NO: 8.3 (cont.)

4. OVERARCHING GOVERNANCE PRINCIPLES:

This report supports Council in giving effect to the following Overarching Governance Principles:

- b) Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

5. IMPACT ASSESSMENTS:

5.1 Charter of Human Rights and Responsibilities Act 2006

- 5.1.1 The Charter of Human Rights and Responsibilities was considered, and the recommendations made to Council in this report do not limit any rights.

5.2 Gender Equality Act 2020

- 5.2.1 This report does not relate to the development of review of a policy, program or service therefore a gender impact assessment was not undertaken.

6. FINANCIAL & RESOURCE IMPLICATIONS:

If the memorial application presented to Council in this report is approved, Council will purchase the commemorative plaque and new park bench seat, and the Powell family will pay for these via a donation to Council. The seat cost is \$1,490 and the plaque cost is \$330. Other minor costs associated with installing the seat will be funded through Council’s operational budget.

7. OPPORTUNITIES & RISKS:

Memorial applications present Council with an opportunity to recognise individuals who have made a contribution to the Hume community.

8. COMMUNITY ENGAGEMENT:

- 8.1 The Memorialisation Policy states that a report to Council presenting a memorialisation proposal should make comment on whether public consultation is recommended for the proposal.
- 8.2 Public consultation is not recommended prior to Council making a decision on the memorial application that is presented to it in this report.

9. DISCUSSION:

- 9.1 The Memorialisation Policy includes the criteria listed below which Council can consider when making a decision on an application:
 - 9.1.1 the reasons proposed for honouring the deceased person;
 - 9.1.2 the deceased person’s contribution to the community, including lengths of service;
 - 9.1.3 the deceased person’s association with the feature or asset that is proposed to be named in their memory, or at which a memorial is proposed to be located (that is, linking the name to the place);
 - 9.1.4 the level of support from the deceased person’s family for the proposal.
- 9.2 The application from the Powell family provided the following information about their mother, Eileen Powell, in support of this criteria:
 - 9.2.1 Ms Powell:
 - (a) lived in the Sunbury community for over 40 years raised a family in Sunbury;
 - (b) was involved in multiple nonprofit community groups, and as a midwife she also brought professional expertise to these groups;

REPORT NO: 8.3 (cont.)

- (c) was involved in mothers groups, baby-sitting clubs and multiple birth groups (having had two sets of twins);
- (d) in later years was involved in bridge clubs and arts and craft groups;
- (e) made positive contributions to many other groups including always volunteering at schools or local football clubs where her children were attending.

9.3 The application from the Powell family states:

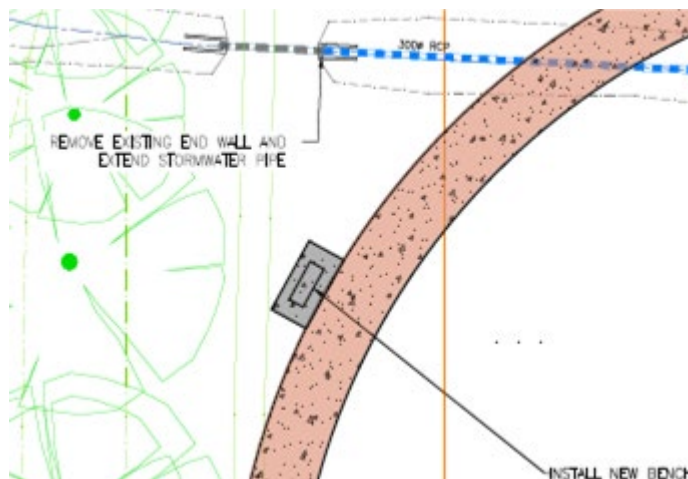
9.3.1 that it was their mother’s wishes to have a park bench seat in her memory; and

9.3.2 that later in her life, Ms Powell got a thrill from taking her dog to the dog parks around Sunbury and that she would go to a park as often as she could.

9.4 Following consultation with a representative from the Powell family, the preferred location that has been identified for the donated seat and commemorative plaque is the dog off leash area at the Emu Bottom Wetland Reserve.

9.5 Council has commenced a project to extend the car park and undertake works on some of the paths near the entrance gate to the dog off leash area at this reserve. As part of this project a Cultural Heritage Management Plan (CHMP) is currently being sought, and no proposed works can be undertaken in this area until Council receives an endorsed CHMP.

9.6 The CHMP proposes a seat in the vicinity of the general area that was discussed with the Powell family representative, near a section of new path that overlooks a large section of the reserve, and which would complement existing seating. If approved, this is the only new seat that can be installed at the reserve. An image of this proposed location is copied below:



9.7 If the memorial application presented to Council in this report is approved, the donated seat can be used at this reserve as part of the current project, subject to it first being approval as part of the CHMP. It is not yet known when the process to obtain a CHMP will be finalized. The Powell family representative has been advised of this.

9.8 If the application presented to Council in this report is approved, the text that has been requested by the Powell family for the memorial plaque is:

Donated in the Memory of
Eileen Ita Powell
14/05/1959 - 17/07/2025

REPORT NO: 8.3 (cont.)

- 9.9 The memorial plaque would be recessed into the new park bench seat, as per the image below:



- 9.10 If a seat is not approved for the Emu Bottom Wetland Reserve in the CHMP, the next preferred location for it, if approved by Council, is at The Nook in Sunbury.

10. CONCLUSION

- 10.1 It is recommended that Council approves the installation of a new park bench seat and memorial plaque in memory of the late Eileen Powell in the dog off leash area at the Emu Bottom Wetland Reserve, subject to approval for a seat first being obtained in an endorsed Cultural Heritage Management Plan which is currently being sought for proposed works at this reserve.
- 10.2 If approval for a seat installation is not received in an endorsed Cultural Heritage Management Plan for this reserve, approval for this memorial application is recommended for the alternative location of The Nook in Sunbury.

REPORT NO:	8.4
REPORT TITLE:	Response to NOM 26/12 - Cr Kate Hamley - Carbon and Biodiversity Credit Markets Opportunities and Costs
SOURCE:	Michelle Bennett, Coordinator Climate Change Integration Danielle Prentice, Manager Sustainability, Climate And Waste
DIVISION:	Assets, Operations & Sustainability
FILE NO:	HCC12/783
POLICY:	-
STRATEGIC OBJECTIVE:	SO2.2 Reduction of carbon emissions and adaptation to climate change
ATTACHMENTS:	1. <i>Costs Associated with Generating ACCUs from Environmental Plantings</i> 2. <i>Native Vegetation Offset Register Service Fees</i>

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this Report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

1.1 At its meeting on 13 April 2026, Council carried Notice of Motion 26/12 raised by Cr Hamley, recommending:

1.1.1 That Council:

- (i) Receives a briefing on the opportunities and costs involved with entering carbon and biodiversity credit markets to generate income from Council's open spaces, including:
- (ii) A summary of different credit schemes that Council may be eligible for
- (iii) The type of projects or works that may be suitable - including new parks, reserves and street tree plantings and maintenance/enhancement activities
- (iv) Detail of any costs involved in entering a credit scheme and estimates of potential revenue that could be generated
- (v) A review of progress toward achieving the goals in Hume's Climate Action Plan 2023-2028 and how carbon capture through revegetation may help Council reach these goals
- (vi) Proposing other innovative options that may help Council reach Net Zero by 2030.

1.2 This report is provided in response to NOM 26/12.

2. RECOMMENDATION:

That Council:

2.1 Notes this information contained within this report.

2.2 Writes to the Hon Chris Bowen, Australian Minister for Climate Change and Energy with a copy to The Hon Lily D'Ambrosia Victorian Minister for Climate Action, Energy & Resources, requesting that the Climate Active program consider the

REPORT NO: 8.4 (cont.)

allowance for Councils to include carbon drawdown from new tree plantings that they finance on public or private land to contribute to carbon neutrality accreditation.

- 2.3 Notes a further report on options for achieving Council’s existing 2030 carbon neutral target will be prepared for consideration in 2026/27.

3. LEGISLATIVE POWERS & POLICY CONTEXT:

- 3.1 Legislation that supports or enables carbon and biodiversity credits in Australia includes:

- 3.1.1 *Carbon Credits (Carbon Farming Initiative) Act 2011* which enables the carbon market based on the Australian Carbon Credit Unit (ACCU) which is administered by the Clean Energy Regulator.
- 3.1.2 The *Nature Repair Act 2023* came into effect in December 2023 to enable an Australian Nature Repair Market, also regulated by the Clean Energy Regulator.
- 3.1.3 The Victorian Native Vegetation Credit Register is enabled through the *Planning and Environment Act 1987* (Vic).

- 3.2 Hume City Council Climate Action Plan 2023-2028

- 3.2.1 Adopted in September 2023, *The Climate Action Plan 2023-2028* (the Plan) sets a 2030 carbon neutral target for Council operations. The Plan prioritises emissions reduction and renewable energy before offsets, as the most environmentally responsible and cost-effective approach.
- (a) The Plan anticipates the need to purchase offsets, with a review scheduled for 2028 to determine the scale required.
- 3.2.2 While the Plan includes actions to support emissions reduction across Hume City, Council has influence, but not control, over city-wide emissions and has not set a municipal emissions reduction target.

4. OVERARCHING GOVERNANCE PRINCIPLES:

This report supports Council in giving effect to the following Overarching Governance Principles:

- c) The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

5. IMPACT ASSESSMENTS:

- 5.1 CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006

- 5.1.1 The *Charter of Human Rights and Responsibilities Act 2006* is not highly relevant to the carbon or biodiversity credit markets. There are standards and ethics to ensure that carbon credits that are sold are genuine in their carbon reduction, additional to business as usual and that they are not double counted.
- 5.1.2 The human rights most relevant to this report are:
- (a) Cultural rights (section 19)
- (b) Property rights (section 20)

The above rights are not being limited by the recommended action in this report.

REPORT NO: 8.4 (cont.)

5.2 GENDER EQUALITY ACT 2020

5.2.1 This report does not relate to the development or review of a policy, program or service, therefore a Gender Impact Assessment is not required.

6. FINANCIAL & RESOURCE IMPLICATIONS:

6.1 There are no direct financial or resource implications arising from the recommendations of this report.

6.2 The financial costs associated with monitoring and reporting to generate carbon credits and the potential value of credits generated is outlined below in the Kingsfield Estate example (section 7.2).

6.3 The financial cost of buying carbon offsets (at current pricing) to achieve carbon neutrality based on Council’s residual emissions of 2024/25 is estimated at between \$385,000 - \$444,000 per year for lower cost international offsets (at \$7/ tonne).

6.3.1 Purchase of high quality Australian Carbon Credit Units from environmental planting is estimated to cost around \$2.5 million annually (\$45/ tonne).

7. OPPORTUNITIES & RISKS:

7.1 There are risks related to generating carbon credits from environmental plantings (the methodology most relevant to Council). These include:

- (a) insufficient land area to offset fixed compliance costs,
- (b) establishment failure due to drought, fire, storms or grazing pressure,
- (c) slow vegetation growth or sparse canopy cover reducing projected ACCU yields, and
- (d) regulatory or modelling changes (e.g. FullCAM updates affecting estimates).

Because compliance and monitoring costs are relatively fixed, project viability is highly sensitive to scale and successful establishment. Smaller or underperforming sites are at risk of costs exceeding revenue.

7.2 Kingsfield Estate example – costs and risks

7.2.1 Officers considered potential sites that may be suitable for ACCU generation. The most suitable potential site was identified in the Kingsfield Estate Sunbury on the escarpment lands (33ha in total) between the new residential estates and Emu Creek.

(a) This site is currently under developer management and will not be handed over to Council for at least two years.

7.2.2 If 25 ha of the Kingsfield Estate site were successfully revegetated as Plains Grassy Woodland Ecological Vegetation Class (EVC) an estimated ACCU revenue is approximately \$168,750 over 25 years.

7.2.3 Compliance costs alone (monitoring and auditing) exceed \$190,000, meaning the project would not recover fixed ACCU generation costs.

7.2.4 Given these constraints, pursuing ACCU generation at this site is not recommended, primarily due to:

- (a) Site scale relative to fixed compliance costs
- (b) High establishment costs and risks (especially grazing by kangaroos)

REPORT NO: 8.4 (cont.)

- (c) Relatively modest carbon yield for this EVC under the methodology

7.3 Risks of not achieving Council’s 2030 Carbon Neutral target

- 7.3.1 There could be reputational risks around not achieving or delaying Council’s carbon neutral target by 2030 and these would need to be managed with proactive stakeholder engagement and communications.

8. COMMUNITY ENGAGEMENT:

- 8.1 No community engagement was undertaken in relation to inform the preparation of this report.
- 8.2 Officers engaged with an officer from a neighbouring council that had previously explored the potential to generate Australian Carbon Credit Units (ACCUs) through a 50-hectare revegetation project. The project was ultimately deemed ineligible for ACCU registration, as external grant funding had already been secured for the revegetation works.
- 8.3 Input was also sought from the Executive Officer of the Northern Alliance for Greenhouse Action (NAGA), and consideration was given to two reports commissioned by NAGA.

9. DISCUSSION:

9.1 About Carbon credits

- 9.1.1 A carbon offset refers to a reduction in greenhouse gas emissions, or an increase in carbon storage (‘draw down’ or sequestration), to compensate for emissions elsewhere.
 - (a) Most organisations that achieve a carbon neutral target rely on offsets for residual emissions that are difficult or costly to eliminate.
- 9.1.2 Carbon Credits are transferable certificates that represents one tonne of carbon dioxide equivalent (tCO₂-e) avoided or stored. Carbon Credits represent the rights to an offset and are generated through accredited methodologies that ensure emissions reductions are real, additional (above business-as-usual), and not double counted.
- 9.1.3 The Australian Carbon Credit Unit (ACCU) scheme has operated for over a decade. It is administered by the Clean Energy Regulator (CER) and each ACCU represents one tCO₂-e stored or avoided. ACCUs can be generated and sold for income or purchased and retired to offset emissions.

9.2 Overview of the process for generating carbon credits

- 9.2.1 There are strong governance, reporting, and auditing requirements to register to generate ACCU’s. This process includes:
 - (a) Due diligence and registration process with the Clean Energy Regulator (up to 2 years)
 - (b) Project establishment and ongoing maintenance
 - (c) Ongoing reporting and monitoring (ranging from 6 months to 5-year intervals)
 - (d) ACCU projects must undergo three third-party audits
 - (e) Projects must maintain compliance with regional land management requirements

REPORT NO: 8.4 (cont.)

- 9.2.2 The Clean Energy Regulator reviews reporting, and audits and issues ACCUs achieved. These can then be on-sold (usually via a broker) to generate revenue.
- 9.2.3 Generating carbon credits through other carbon offset schemes is considered even more challenging than achieving ACCUs because actual carbon storage needs to be demonstrated rather than the deemed approach via FullCam methodology allowed for ACCUs.

9.3 Potentially relevant ACCU generation schemes for local government

- 9.3.1 Generating ACCUs from drawdown of carbon from trees/plantings.
 - (a) The drawdown or removal of carbon from the atmosphere by trees and plants can generate carbon credits under several ACCU methodologies, including: environmental plantings; afforestation and reforestation (for agricultural land) or plantation forestry. These methodologies require:
 - (i) Additionality (i.e. the activity is above business as usual; existing trees and vegetation on Council land are not eligible for ACCUs).
 - (ii) Project registration prior to final investment decision or commencement of works.
 - (iii) The activity must not be required by law or delivered as part of a government program (e.g. 20 Million Trees).
 - (b) Environmental plantings are the method most aligned to Council's land holdings and services. It involves establishing and maintaining vegetation to create a 'native forest' on previously non-forested land. Eligible land must:
 - (i) be non-forested for at least the previous 5 years
 - (ii) not cleared in the last 7 years
 - (iii) be capable of achieving at least 20 per cent canopy cover with trees reaching more than 2m in height and form at least 0.2ha or contiguous vegetation.
 - (c) Plains Grasslands and Plains Grassy Woodlands are the endemic Ecological Vegetation Classes (EVC) that were predominant across Hume City prior to colonisation. The Plains Grassy Woodland EVC has a 20 per cent canopy cover so has the potential to meet the definition of forest cover in the environmental planting method (higher per centage canopy cover generally returns higher carbon storage).
 - (d) Re-establishment of native vegetation is not usually compatible with sporting or passive recreational uses of open space. While small plantings can technically qualify, larger land parcels are needed for ACCU projects to be viable due to the fixed costs associated with accreditation, auditing and monitoring.
 - (e) Across a 25-year project lifecycle, monitoring and audit requirements represent a substantial cost, including:
 - (i) Three independent audits (total ~\$135,000)
 - (ii) Field monitoring and data collection (~\$55,000)

REPORT NO: 8.4 (cont.)

- (f) These costs total around \$190,000 per project, regardless of project size. See Attachment 1 for detailed costs associated with ACCU generation from environmental plantings (the costs above are listed in Stage 4).
- (g) Based on these cost structures, a minimum land area of ~30 ha would be required to recover compliance costs alone, with 50 ha or more typically needed to justify further investigation. In practice, most commercial ACCU projects are significantly larger, usually 200 ha or more, where economies of scale improve feasibility.

9.3.2 Nature Repair Market

- (a) The Australian Nature Repair Market (NRM) is a national, voluntary biodiversity market framework designed to encourage nature positive land management practices that deliver improved biodiversity outcomes.
- (b) The market is regulated by the Clean Energy Regulator (CER), which has monitoring and enforcement powers. Various methodologies with detailed guidelines will be developed.
 - (i) Only one methodology is currently available, with further development expected. Requirements are similar to ACCUs, including additionality, monitoring and reporting.
- (c) Environmental plantings could be eligible for both ACCUs and NRM certificates

9.3.3 Native Vegetation Credit Register (formerly Bush Broker)

- (a) The Victorian Native Vegetation Credit Register is a regulatory market tied to planning approvals.
 - (i) Developers clearing native vegetation are required to purchase and retire native vegetation offsets. Native vegetation credits can be generated by landholders that protect and manage native vegetation under a permanent agreement and meet accreditation guidelines. While revegetation can generate credits, these are limited due to low short-term ecological gain.
- (b) The system strongly prioritises protection and improvement of existing vegetation.
 - (i) Previous assessments of four Council conservation reserves in 2011 found compliance requirements too onerous to pursue.

9.3.4 Agriculture Victoria Carbon Farming Outreach program

- (a) Agriculture Victoria’s Carbon Farming program in partnership with Victoria’s Catchment Management Authorities (CMAs), Melbourne Water and Landcare Victoria is funded by an Australian Government’s Carbon Farming Outreach program grant to support Victorian farmers to transition to a low carbon future.
 - (i) Under this initiative, the government also provided grants to landowners in the North Central CMA region to support tree planting for shade and shelter, erosion control and timber production.
- (b) The program is focused on supporting farmers to understand and measure their on-farm carbon sources and to take action to reduce emissions.

REPORT NO: 8.4 (cont.)

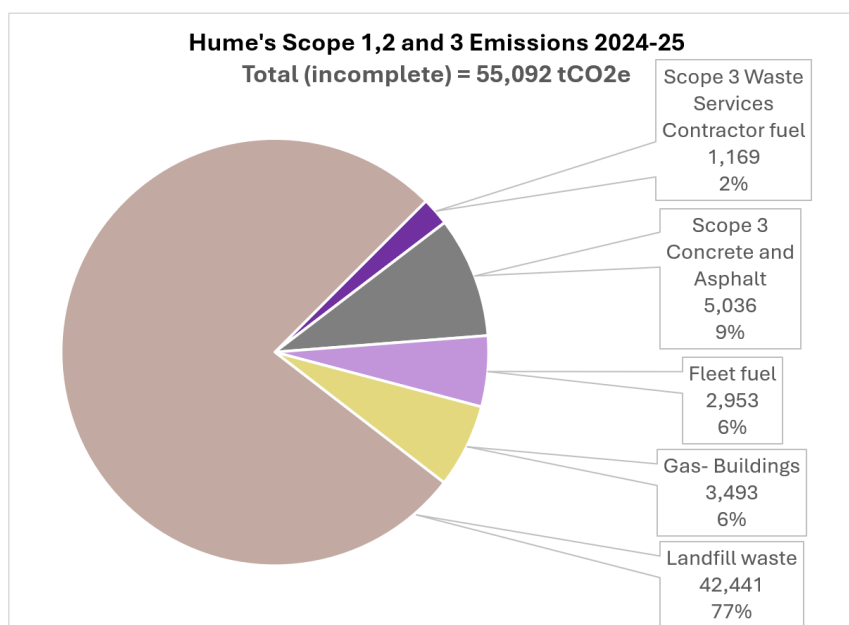
- (c) There are no carbon credits available through the program itself, however, it does provide information to farmers about carbon credit schemes noting that these are ‘subject to conditions and contracts which should be thoroughly investigated before proceeding’.
- (i) Farmers that choose to pursue carbon credits would seek accreditation with the Clean Energy Regulator under the afforestation or reforestation (for agricultural land) methodologies for tree planting.
- (d) Based on information available this program does not seem feasible for pursuit in a public land management context.

9.4 Progress towards Hume’s Carbon Neutral Target

9.4.1 Council currently reports its annual greenhouse gas emissions under the National Greenhouse and Energy Reporting Scheme (NGERs).

- (a) This is on a voluntary basis - Council’s emissions are large enough to trigger reporting but Council is not a required reporting entity under the Act. Council reports scope 1 and scope 2 emissions under NGERs while Climate Active certification for carbon neutrality also requires reporting of some scope 3 emissions.
 - (i) Scope 1 refers to emissions an organisation produces on site. These include emissions from Council fleet fuel use, gas use and methane from the Sunbury landfill. Landfills that closed before 2012 are not required to be included in Council’s corporate emissions.
 - (ii) Scope 2 are emissions from electricity use. Under NGERs GreenPower electricity is not treated as carbon neutral although it is under Climate Active.
 - (iii) Scope 3 are indirect emissions, not within an organisation’s direct operational control but within its sphere of influence. For example: emissions from purchased goods and services, contractor vehicles, embodied emissions in building and road materials and emissions that arise from staff commuting all fall within scope

Figure 1: Council’s Climate Active Emissions Profile for 2024/25



REPORT NO: 8.4 (cont.)

- 9.4.2 Figure 1 (above) illustrates Council's emissions profile for the 2024/25 financial year according to Carbon Active accreditation standards.
- (a) Council's largest Scope 3 emissions, including concrete, asphalt and waste services contractor fuel are accounted for within the above figure. Some additional scope 3 emissions, including paper use, commuter travel, and corporate waste are not included in the above.
- 9.4.3 Figure 1 shows that 77 per cent of emissions come from the untreated methane from Sunbury Landfill.
- (a) At the time of adoption, the Climate Action Plan anticipated treatment of this methane to occur prior to 2030. Based on the current project timeline, it is unlikely to be operational in time to significantly reduce emissions, limiting Council's ability to achieve carbon neutrality accreditation by 2030.
- 9.4.4 *The Climate Active Standard for Organisations* requires demonstration of taking reasonable action to avoid and reduce emissions prior to purchasing offsets. Based on this, it is unlikely that Council could achieve carbon neutrality accreditation from Climate Active through offset purchases, unless methane treatment at the Sunbury Landfill is operational prior to seeking accreditation.

9.5 Innovative Options to Achieve the Carbon Neutral Target

- 9.5.1 The key actions Council is currently taking to achieve the carbon neutral target are:
- (a) Capping of the Sunbury Landfill in preparation for methane flaring.
- (b) Electrification of existing buildings, with all new Council buildings fully electric.
- (c) A feasibility study to electrify the aquatic centres (the three aquatic centres use 80 per cent of Council's gas use).
- (d) Conversion of the small vehicle fleet to electric, with an EV recharging feasibility study for three Council sites currently underway to facilitate this transition.
- 9.5.2 There are other carbon reduction projects and opportunities included in the Climate Action Plan, including ways to support the Hume community to reduce greenhouse gas emissions and increase resilience to climate change. These include:
- (a) The Hume Home Energy Upgrades Program (ongoing with high levels of participation).
- (b) Leasing car-parking bays in Council owned car parks to EV charge point operators (in development).
- (c) Investigation of a low or no carbon program for Hume Businesses (not yet developed).

10. CONCLUSION

- 10.1** The fixed costs associated with reporting and third-party auditing for carbon credit generation means that larger parcels of land (>50ha) with high success rates for re-establishment of vegetation and good canopy cover (>20 per cent) are required to make these projects financially viable.

REPORT NO: 8.4 (cont.)

- 10.1.1 These requirements ensure the integrity of carbon credits and that purchasers of offsets are indeed buying carbon avoidance or drawdown that would not have occurred without their investment.
- 10.2** Due to Hume City Council’s carbon emissions profile, at this stage, it is understood the purchase of carbon credits will be required to achieve its 2030 carbon neutral target.
 - 10.2.1 Achieving the target however, is not expected to be possible until methane flaring at the Sunbury landfill is underway. Budget allocation has been provided within the Capital Works Program to complete this work at the site.
 - 10.2.2 Pursuit of carbon offsets through a purchasing approach is recommended following completion of the work at the Sunbury landfill.
- 10.3** It is recommended advocacy to the Hon Chris Bowen, Australian Minister for Climate Change and Energy with a copy to The Hon Lily D’Ambrosia Victorian Minister for Climate Action, Energy & Resources, be carried out to request that the Climate Active program consider the allowance for Councils to include carbon drawdown from new tree plantings that they finance on public or private land to contribute to carbon neutrality accreditation.

REPORTS – OFFICERS’ REPORTS
27 JULY 2026

Attachment 1 - Costs associated with generating ACCUs from environmental plantings

COUNCIL MEETING

Self Generation Costing Inputs

The Self-Generation ACCU costs were derived from estimating the costs associated with undertaking a stage-wise project development process. The cost items considered were:

- 1) Project Administration & Carbon Services Costs
- 2) Cost of land purchase
- 3) Planting and On- going Maintenance Cost

Project Administration & Carbon Costs

Project administration and development costs have been provided in the ‘INPUT COSTS’ worksheet. This includes Stage 1 and Stage 2 due diligence costs and Stage 3 design, approvals, consent and registration costs (where applicable).

Note, the costing estimates are based on consultant pricing from Anthesis expertise and work experience. The costings have been provided as yellow input cells, however. It is recommended that at each stage of development, costings be updated where more detailed and revised estimations and/or quotes can be obtained. Further, where Council’s can undertake tasks, this will also help to either reduce and/or internalise costs.



STAGE	Description of Task	Entity	Cost (AUD)	Frequency	Comments
1	Project Management	Consultant	3,500	Once-off	
1	Desktop High-level Eligibility & Feasibility Screening	Consultant	6,000	Once-off	
Stage 1 - Subtotal			9,500		

STAGE	Description of Task	Entity	Cost (AUD)/project	Frequency	Comments
2	Project Admin & Management	Consultant	1,750	Once-off	
2	Eligibility and risk assessment	Consultant	5,000	Once-off	
2	Site Visit - prep, expenses and time on site	Consultant	10,000	Once-off	Varies with location
2	Delineate CEA Stratification & Abatement	Consultant	5,000	Once-off	
2	Estimate costings & monitoring requirements	Consultant	2,500	Once-off	
2	Summary Report and findings	Consultant	5,250	Once-off	
Stage 2 - Subtotal			29,500		

STAGE	Description of Task	Entity	Cost (AUD)	Frequency	Comments
3	Project Admin & Management	Consultant	5,000	Once-off	Required
3	Landholder Transaction Costs (Contracting)	Consultant	20,000	Once-off	Conservative
3	Stakeholder Engagement & EIHC - Allocation	Consultant	40,000	Once-off	Conservative
3	Soil Sampling	Consultant	0	Once-off	Not required
3	Permanence Plan	Consultant	10,000	Once-off	Required
3	Reforestation Management Plan	Consultant	20,000	Once-off	Required
3	Aboriginal Cultural Heritage Approval	Consultant	25,000	Once-off	Conservative
3	Development Approval	Consultant	30,000	Once-off	Conservative
3	Revision of CEA stratification & ACCUs	Consultant	5,000	Once-off	Conservative
3	Project Information for Registration (s22 app)	Consultant	12,000	Once-off	Required
3	Contingency (for additional EIHC etc)	Consultant	20,000	Once-off	Conservative
Stage 3 - Subtotal			187,000		

REPORTS – OFFICERS’ REPORTS
27 JULY 2026

Attachment 1 - Costs associated with generating ACCUs from environmental plantings

COUNCIL MEETING

Self Generation Costing Inputs

INPUT DATA

Planting and Maintenance Costs

Stage 4 includes planting establishment for the restoration works, maintenance costs as well as monitoring activities.

Restoration and planting establishment costs have been provided on a per hectare basis and are based on Anthesis’ experience with Environmental planting projects in VIC, NSW and SA.

Typically, establishment costs include: seed procurement, site preparation, planting establishment plus any infill planting (if required). On-site Maintenance Costs can include: feral animal management, fencing, watering, monitoring and weed control.

It must be noted that establishment and maintenance costs vary significantly from site to site depending on the stem density to be planted, the types of species to the planted, the level of restoration effort required and as such, degree of understory and ground cover planting, the slope, condition and location of the property as well as the ability to either hand plant or use machinery.

The per hectare costings are linked into the Site template worksheet to work out site specific total costings based on multiplication with the site’s actual area.



STAGE	Description of Task	Entity	Cost (AUD)	Frequency	Comments
4	Project Admin & Management	Consultant	15,000	per year	
4	Project Admin & Management - sampling year	Consultant	30,000	per year	Additional work required
4	Implement project activity(ies)	Restoration Company	See per ha table	per year	
4	Ongoing Planting Maintenance Costs	Restoration Company	See per ha table	per year	
4	Field Monitoring & Data Collection - Survival Monitoring	Consultant	15,000	Year 2 & 3	per 200 ha area
4	Field Monitoring & Data Collection - Carbon Monitoring	Consultant	25,000	Year 4	per 200 ha area
4	Remotely Sensed Forest Cover Monitoring & Abatement estimates	Consultant	8,000	Year 5 onwards	
4	Ongoing Offsets Reporting - Set up Initial	Consultant	20,000	Year 1	
4	Ongoing Offsets Reporting - Subsequent	Consultant	8,000	per year	Procurement of imagery and processing
4	Schedule Auditing & CER correspondence	Auditor	45,000	Year 2, 7, 20	per audit price
4	ACCU Issuance and monetisation	Broker	0	per issuance, TBD	
Stage 4 - Subtotal					

STAGE	Description of Task	Cost (AUD)/ha	Location/State	Comments
4	ACCU Scheme Environmental Planting Costs	14,564	VIC	These costs are averages based off worked projects.
4	ACCU Scheme Environmental Planting Costs	9,745	NSW	
4	ACCU Scheme Environmental Planting Costs	7,890	SA	

Monitoring Costs

Stage 4 includes monitoring activities that provides up to two years of survival field assessments and 1 year of field carbon monitoring, where after satellite monitoring techniques are applied as it is more cost efficient and trees are large enough to be observed remotely.

Activity	Total Cost	Area/Scale	Cost (AUD/ha)
Survival Field	15,000	200	75
Carbon Field	25,000	200	125
Remote	8,000	3000	2.7

Native Vegetation Offset Register service fees

1 September 2025

This document sets out the fees charged for services provided by the Native Vegetation Offset Register to quality assure and register new native vegetation offset sites as well as to trade, allocate or access other services of the register.

Goods & Services Tax (GST) applies to all service fees.

Service fees charged to establish a native vegetation offset site

Table 1: Quality assurance fees: Charged to quality assure site assessments and security agreements to establish a native vegetation offset or credit sites.

	2025/26 Fee (inc. GST)	Total fee	Charged to
Quality assurance – level 1	\$1,018.16	Varies depending on the number of quality assurance rounds and level required.	Native vegetation credit register service providers: Site assessors or Brokers.
Quality assurance – level 2	\$784.35		
Quality assurance – level 3	\$596.99		

Table 2: Security agreement fee: Charged to establish a native vegetation offset site with DEECA under section 69 of the *Conservation, Forests and Lands Act 1987* (CFL Act) or a Crown land offset Memorandum of Understanding (MoU).

Note: if the security agreement is to be entered into with Trust for Nature or Local Council, contact them to understand any fees they may charge to enter into and administer the security agreement.

	2025/26 Fee (inc. GST)	Charged to
Security agreement fee (less than 50 ha) ^a	\$20,633.68	Landowner
Crown land MoU fee (less than 50 ha) ^{a, b}	\$18,306.40	
Additional security agreement or Crown land MoU fee for every 50 ha after initial 50 ha	\$3,904.01	
Variation of security agreement fee	\$4,524.28	
Termination of security agreement fee	\$3,473.47	

a. Fee includes: Recording on title and registering on the Native Vegetation Offset Register, advertising and agreement monitoring costs.

b. For Crown land offset MoU, the advertising fee is not applicable. The Crown land manager is charged for existing Crown land. The person receiving the native vegetation credits will be charged for land transferred to the Crown.

Table 3: Fees to register a native vegetation offset site on the Native Vegetation Offset Register.

Offset site type	Agreement type	Service	2026/26 Fee (inc. GST)	Charged to
First Party	Section 69 agreements under the Conservation, Forests and Lands Act 1987, or Crown land Memorandum of Understanding	Register offset site on the Native Vegetation Offset Register	See Table 2 ^a	Landowner
	Section 173 agreements under the Planning and Environment Act 1987, or	Register offset site on the Native Vegetation Offset Register and allocate all offsets at time of registration to one approval.	\$0.00	Landowner
	Section 2 agreement (Offset Conservation Covenant) under the Victorian Conservation Trust Act 1972	Register offset site on the Native Vegetation Offset Register and partially allocate at the time of registration (where future allocations are/may be required)	\$191.99 ^b	Landowner
Third party	Section 69 Agreements under the Conservation, Forests and Lands Act 1987, or Crown land Memorandum of Understanding	Register offset site on the Native Vegetation Offset Register	See Table 2 ^a	Landowner
	Section 2 agreement (Offset Conservation Covenant) under the Victorian Conservation Trust Act 1972	Register offset site on the Native Vegetation Offset Register	\$191.99	Landowner

a. Costs associated with the service is included in the security agreement fee in Table 2 above.

b. If partial allocation of offsets occurs simultaneously to the registration of the offset site, the fee for the initial allocation (Table 4) is included in the registration fee. Future allocations will incur the standard allocation fee noted in Table 4 below.

Service fees charged to trade, allocate or process other transactions in the Native Vegetation Offset Register

Table 4: Native Vegetation Offset Register transaction fees.

Transaction	2025/26 Fee (inc. GST) ^a	Charged to ^a
Trade and allocation services		
Pending trade registration	\$54.69	Broker or person/entity requesting transaction
Native vegetation credit trade and allocation	\$87.24	Broker or person/entity requesting transaction
Native vegetation credit trade (no allocation)	\$87.24	Broker or person/entity requesting transaction
Cancel trade (including pending trade)	\$63.96	Broker or person/entity requesting transaction
Allocation (without trade)	\$50.06	Broker or person/entity requesting transaction
Revoke allocation	\$161.71	Broker or person/entity requesting transaction
Other services		
Provide details of prospective purchaser from the online search tool to those without a broker	\$39.55	Credit or Offset owner
Credit or Offset statement	\$48.93	Broker or person/entity requesting service
Set up a fixed-priced trade credit owner agreement	\$124.53	Broker or person/entity requesting service
Cancel a fixed-price trade credit owner agreement	\$124.53	Broker or person/entity requesting service
Record an alternate species to an offset site currently registered on the Native Vegetation Offset Register	\$46.56	Landowner
Convert Native Vegetation Management Framework units (new recruit credits or scattered trees) into habitat unit credits	\$209.50	Landowner

a. Where a broker is not requesting the transaction, service fees must be paid prior to the service being provided.

We acknowledge Victorian Traditional Owners and their Elders past and present as the original custodians of Victoria's land and waters and commit to genuinely partnering with them and Victoria's Aboriginal community to progress their aspirations.



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REPORT NO:	8.5
REPORT TITLE:	Response to NOM 25/50 - Cr Jarrod Bell - Canterbury Hills Estate Truck Movement
SOURCE:	James McNulty, Manager Planning and Development
DIVISION:	Planning, Places & Delivery
FILE NO:	HCC25/688
POLICY:	Hume Planning Scheme
STRATEGIC OBJECTIVE:	SO1.1 Liveable places that are inclusive and accessible
ATTACHMENTS:	Nil

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this Report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

- 1.1 This report updates Council on the actions taken in response to the planning enforcement matter at Canterbury Hills/Riddell Road and the current status of that matter. It also summarises the findings of a review of the Planning Investigations function, recommends the development of public information to assist the community in understanding investigation processes, and identifies potential advocacy opportunities to strengthen planning enforcement powers and processes.
- 1.2 On 22 September 2025, Council resolved to undertake a number of actions in regard to significant impacts that were being experienced by the community relating to planning compliance in Canterbury Hills Estate in Sunbury. Those actions were both specific in nature to that individual matter but also sought to explore some more general issues and experiences relating to planning investigations.
- 1.3 In regard to the specific planning compliance issue at land to the north of Canterbury Hills estate, officers were successful in seeking Enforcement Orders through the Victorian Civil and Administrative Tribunal (VCAT) so that the issue was stopped. Those orders require a series of ongoing actions to be complied with and officers are still working with the owner of the land and occupier for that long term solution. However, the immediate issue with was negatively affecting residents has ceased.

2. RECOMMENDATION:

That Council:

- 2.1 **Note the information contained in this report,**
- 2.2 **Endorse the development of public information about the Planning Investigations function, including how community members can participate in, and remain informed about, investigation processes. This information will be published on Council's website and made available through Customer Service Centres and the Planning & Building counter.**
- 2.3 **Write to the Minister for Planning to:**
 - a) **Welcome recent amendments to the *Planning and Environment Act* that increase the penalties available through the courts; and**
 - b) **Advocate for legislative reform to:**

REPORT NO: 8.5 (cont.)

- **provide simpler and more effective enforcement pathways for straightforward planning compliance matters, including powers to require works to cease while investigations are being undertaken; and**
- **enable councils to recover reasonable enforcement costs through VCAT proceedings where enforcement orders are granted, without requiring separate court action.**

3. LEGISLATIVE POWERS & POLICY CONTEXT:

- 3.1 This report has been prepared in accordance with the Local Government Act 2020 and the Planning & Environment Act 1987, relevant governance principles and Council’s adopted reporting standards. The matters considered relate to a specific planning compliance matter as well as general processes and procedures involved in a planning investigation.

4. OVERARCHING GOVERNANCE PRINCIPLES:

- 4.1 This Report supports Council is giving effect to the following Overarching Governance Principles:
- a) Council decisions are to be made and actions taken in accordance with the relevant law;
 - b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
 - e) innovation and continuous improvement is to be pursued;
 - f) collaboration with other Councils and Governments and statutory bodies is to be sought;
 - i) the transparency of Council decisions, actions and information is to be ensured.

5. IMPACT ASSESSMENTS:

- 5.1 **CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006**
The Charter of Human Rights and Responsibilities Act 2006 are not impacted by or relevant to the content of this report.
- 5.2 **GENDER EQUALITY ACT 2020**
The policy, program or service in this Report does not have a direct and significant impact on the public; therefore, a Gender Impact Assessment was not required.

6. FINANCIAL & RESOURCE IMPLICATIONS:

- 6.1 There are no significant financial implications associated with this resolution. Any work arising will be undertaken within existing operational resources.

REPORT NO: 8.5 (cont.)

7. OPPORTUNITIES & RISKS:

- 7.1 Responding to this notice of motion provides an opportunity to clarify and explain the complex nature of the planning investigations process. It’s also an opportunity to share the challenges officers are faced with when investigating such a high profile and complex case as occurred in recent months and years in Canterbury Hills estate.
- 7.2 Legislative requirements often mean officers are restricted in what information they can share when a planning investigation or enforcement process is in progress. This can cause frustration or distress amongst those affected and officers are very aware of this. The perception can be that Council are not acting on their complaints, but this is very much not the case as officers of the planning investigations unit take their roles and responsibilities very seriously.

8. COMMUNITY ENGAGEMENT:

- 8.1 This report did not require formal community engagement, however operational communication with affected residents occurred.

9. DISCUSSION:

- 9.1 On 22 September 2025, Council resolved as follows:

That Council:

- 1. Stands in solidarity with the residents of the Canterbury Hills Estate, particularly those along Canterbury Avenue, whose lifestyle has been considerably impacted by the movement of in excess of 300 trucks per day. Council acknowledges the significant distress this has caused through sleep deprivation, anxiety, safety risks, and damage to roads, vehicles, and private property.
- 2. Expresses its deep frustration at the blatant disregard and disrespect shown to local residents by the drivers of these vehicles and those who have engaged them.
- 3. Notes and accepts the independence of Council’s Authorised Officers as a vital and valued part of Council’s investigative processes and the broader legal system, ensuring appropriate safeguards against interference and upholding the principles of natural justice.
- 4. Acknowledges that while Council officers are conducting thorough investigations, the time taken and the absence of visible enforcement action from Council and other regulatory authorities have compounded the lived impacts on residents and left the community feeling unsupported.

Accordingly, Council directs officers to:

- a. Complete investigations at the earliest possible opportunity to enable any action to halt disruptive and unacceptable activity.
- b. Prioritise and allocate all necessary and available Council resources to expedite a resolution.
- c. Provide Councillors with written updates twice weekly until the matter is resolved.
- d. Actively pursue any further legal, regulatory, or innovative measures that may assist in restoring the safety, amenity, and quality of life of Canterbury Hills residents.
- e. Undertake a review of Council’s investigation process with a view to:

REPORT NO: 8.5 (cont.)

- i. ensuring adequate resources are available to officers to undertake their responsibilities,
 - ii. determining whether investigations were initiated at the earliest possible opportunity,
 - iii. identifying opportunities to achieve faster and more effective outcomes, and
 - iv. considering whether legislative changes at a State level are needed to provide Councils with stronger powers to prevent repeated unlawful activity of this kind.
- f. Report the findings of this review to Council no later than the end of July 2026, including any recommendations for advocacy to relevant Ministers and Members of Parliament for legislative or regulatory reform to prevent similar issues arising in the future.

9.2 Response to Canterbury Hills Matter

- In response the enforcement issue highlighted in this notice of motion, this is still an ongoing process whereby officers are dealing with the owners and occupiers of the land through the VCAT process. Officers were successful in achieving VCAT orders which stopped the trucks accessing the site which was the primary impact being experienced by residents of the area. At the height of the issue over 600 truck movements were being experienced a day on a residential street which significantly impacted lives of residents in the area.
- Officers through this process have engaged with locally affected residents and continued to keep them informed. It will take some time to fully resolve issues on site resulting from the fill that was imported and this involves multiple agencies as well as Council.
- It is important to note that the land is also zoned for development and at some point, the Canterbury Hills estate will continue its development however the immediate focus is resolving enforcement issues on the site.
- At the time the operator of the farm on the land claimed the soil being deposited on the land was for the purpose of farming activity and to address soil erosion present. They therefore claimed this was exempt from needing planning approval. Officers through legal representatives successfully argued in VCAT that this was not the case and that the works being undertaken did in fact trigger planning approval and should be accompanied by a range of technical documents and approvals.
- The VCAT orders provide for a series of dates by which certain information must be supplied. Officers are working with them to ensure this happens. External authorities such as EPA, Melbourne Water, Greater Western Water, Southern Rual Water and the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation are actively involved in the process as well.
- Officers will continue to pursue this action to its conclusion and will provide further updates as and when they can. This matter may be in train for quite some time given the scale and complexities of the issues at hand.

9.3 Operational Review

- Officers had commenced planning for an operational review of the Planning Investigations Function at a similar time to this Notice of Motion so its findings are timely and feed directly into this response.
- The review provides a comprehensive overview of the Planning Investigations function within Hume City Council, including its legislative framework, operational structure, key activities, stakeholder interactions, challenges, and opportunities for improvement. The findings are summarised in the following sections.

REPORT NO: 8.5 (cont.)

9.4 Team Function

- The Planning Investigations team enforces land use compliance through investigations, legal actions, stakeholder collaboration, and policy considerations.

9.5 Legislative and Regulatory Framework

- Planning Investigations operates under the Planning Environment Act 1987, requiring investigations to follow strict legal evidentiary standards. Investigations must establish reasonable grounds, gather admissible evidence, and ensure procedural fairness.
- Enforcement pathways include notices, orders, prosecutions, and court actions, but cannot compel immediate compliance. Confidentiality and privacy requirements limit information sharing during investigations.
- The function works within a complex regulatory environment involving multiple agencies like EPA, Victoria Police, and Water Authorities.

9.6 Core Responsibilities and Activities

- The team receives and triages complaints, conducts proactive audits, and assesses non-compliance matters. Investigations involve background research, site inspections, stakeholder consultation, and risk assessments.
- Enforcement actions include issuing notices, warnings, infringement notices, and pursuing legal proceedings. The team monitors compliance post-enforcement and manages records and documentation. They also provide internal advice, engage in external advocacy, and prepare reports on investigations.

9.7 Team Structure and Resources

- The team sits within the Planning & Development department, led by a coordinator and supported by officers with specialized roles. The team manages high volumes of complex investigations, often requiring external agency coordination.
- Structural positioning varies across councils, with some integrating investigations within compliance units and others within planning functions. Capacity constraints are influenced by growth areas, case complexity, and resource availability.

9.8 Investigation Lifecycle and Processes

- The investigation process begins with matter initiation, followed by initial assessment, formal investigation, and pathway to compliance. Timelines vary, with investigations potentially taking 1-2 years and enforcement actions extending over several years.
- Key activities include triaging, site inspections, evidence collection, and enforcement pathway determination.
- Outcomes depend on evidence strength, case severity, and statutory timeframes, with some breaches requiring court or tribunal orders. Follow-up investigations ensure ongoing compliance or address new breaches.

9.9 Key Challenges and Pain Points

- Lack of strategic focus and clear enforcement guidance hampers proactive compliance efforts. In response officers will review and develop Planning Investigations guidelines to for the functions of the team to ensure consistency. In addition, information will be developed for the public and included on the Council website so that community can be better informed about the function, processes involved, how to become involved and how to stay informed.

REPORT NO: 8.5 (cont.)

- Community misconceptions about powers and language barriers reduce effectiveness and satisfaction. The role of the Planning Investigations team is a difficult one and a lack of understanding of what actions the team are authorised to take can cause frustration. Often illegal activity can have a direct impact on people’s lives meaning the team must deal with heightened emotions.
- Capacity issues arise from increasing case complexity, growth in development, and resource limitations. External factors like jurisdiction gaps, regulator responsiveness, and data sharing restrictions create enforcement challenges. This is recommended to be addressed through an advocacy letter to state government.
- The cost of any legal proceeding is high and Council should be able to recoup this cost when cases are proven. The recent amendments to the Planning and Environment Act are welcomed in that courts can apply greater penalties, however, to make this administrative burden easier, this sort of outcome should be available outside of court jurisdiction and it is suggested amendments should be made so that VCAT can also order cost recovery in enforcement proceedings.

9.10 Opportunities for Improvement

- Increasing proactive education and communication about enforcement outcomes can improve community understanding. In creating external information sources that will also help to educate on the process and powers of Council in this space.
- Internal process changes and improvements in standardising triaging, simplifying communication, and investing in technology can streamline investigations. This continuous improvement approach may help to reduce timelines of some of the simpler cases that come to the team. This in turn may demonstrate to the community action is taken as a result of their complaints and therefore ease some of the frustration experienced.

10. CONCLUSION

- 10.1 This report was compiled in response to a Notice of Motion related to a specific planning enforcement matter but also raised more general questions about the role and processes undertaken by the Planning Investigations Team.
- 10.2 Information has been provided in regards to the actions taken related to that specific enforcement matter and also information provided about the operation of the team.
- 10.3 It has been recommended that greater public information be developed to help guide the function and also serve to better educate community on the operations of planning investigations.
- 10.4 Finally, it has been recommended that a letter be sent to the Minister for Planning to advocate for simpler enforcement processes and a greater ability for Council to be able to recoup costs outside of expensive court processes.

REPORT NO:	8.6
REPORT TITLE:	Contract No. 30 25 3658 - Civil Construction Panel Award
SOURCE:	Hasith Gamage, Project Manager - Engineer
DIVISION:	Planning, Places & Delivery
FILE NO:	30 25 3658
POLICY:	-
STRATEGIC OBJECTIVE:	SO1.3 Safe and well-maintained places
ATTACHMENTS:	1. <i>Tender Evaluation Report - Confidential Attachment - Confidential</i> 2. <i>Tender Evaluation Matrix - Confidential Attachment - Confidential</i> 3. <i>Recommended Contractor Schedule of Rates - Confidential Attachment - Confidential</i> 4. <i>List of Directors and Officeholders - Confidential Attachment - Confidential</i> 5. <i>Tender Probity Report - Confidential Attachment - Confidential</i>

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

- 1.1 Tenders have been called for Contract No. 30 25 3658 - Civil Construction Panel Award.
- 1.2 This report recommends that the tender submission from a panel of contractors by category for Contract No. 30 25 3658 - Civil Construction Panel Award be accepted by Council.
- 1.3 Pursuant to the Instrument of Delegation to the Chief Executive Officer, the value of this contract exceeds their financial limit and a Council motion is now required to accept the recommendation to award the contract.

2. RECOMMENDATION:

That Council

2.1 Resolves to award Contract Number 30 25 3658 for Civil Construction Works Panel to following panel Contractors by category:

a. Category 1 – Concrete Works

- i. Amico Concrete and Paving Company Pty Ltd
- ii. Axis Infrastructure Pty Ltd
- iii. Landcare Property Maintenance Pty Ltd
- iv. MIEPOL Pty Ltd
- v. MJ Construction Group Pty Ltd
- vi. New Horizon Construction Pty Ltd

REPORT NO: 8.6 (cont.)

- vii. Presta & Sons Pty Ltd
 - viii. V. Crete Concrete Contractors Pty Ltd
 - b. Category 2 – Pavement Works
 - i. Axis Infrastructure Pty Ltd
 - ii. MIEPOL Pty Ltd
 - iii. New Horizon Construction Pty Ltd
 - iv. Patten Pavement Services Pty Ltd
 - v. Presta & Sons Pty Ltd
 - vi. Metro Asphalt Pty Ltd ATF for THE CENTOFANI UNIT TRUST t/a Cole Civil
 - vii. V. Crete Concrete Contractors Pty Ltd
 - viii. Vine Civil Pty Ltd
 - c. Category 3 – Drainage Works
 - i. G&C RUSSO PTY LTD
 - ii. MJ Construction Group Pty Ltd
 - iii. New Horizon Construction Pty Ltd
 - iv. Presta & Sons Pty Ltd
 - v. Rangedale Vic Pty Ltd
 - vi. Vine Civil Pty Ltd
- 2.2 Awards the contract at the attached tendered schedule of rates (incl. GST).
- 2.3 Authorises CPI adjustments in accordance with the conditions of contract.
- 2.4 Awards the contract for a term of three (3) years with extension options of two 12-month periods.
- 2.5 Authorises for Variations to be managed in accordance with the confidential attachment.
- 2.6 Delegates to the Director, Planning Places & Delivery to finalise and execute the contract documentation.
- 2.7 Delegates to the Director, Planning Places & Delivery the powers to review and exercise the extension options. The use of this authority is to be reported to Council within 3 months.

3. LEGISLATIVE POWERS & POLICY CONTEXT:

- 3.1 S108(1) of the Local Government Act 2020 (the act) requires that a Council must prepare and adopt a Procurement Policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services by the Council, including for the carrying out of works.
- 3.2 S109(1) of the Act requires that a Council must comply with its Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.
- 3.3 Council adopted a Procurement Policy (ref. POL189) on 15 November 2021 which is effective from 1 December 2021. Under this Policy, procurement of goods, services or works valued at \$300,000 or greater shall be undertaken by a tender process.

REPORT NO: 8.6 (cont.)

4. OVERARCHING GOVERNANCE PRINCIPLES:

This report supports Council in giving effect to the following Overarching Governance Principles:

- a) Council decisions are to be made and actions taken in accordance with the relevant law.
- b) Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- c) The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- e) Innovation and continuous improvement is to be pursued.
- g) The ongoing financial viability of the Council is to be ensured.
- i) The transparency of Council decisions, actions and information is to be ensured.

5. IMPACT ASSESSMENTS:

5.1 CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006

The Charter of Human Rights and Responsibilities Act 2006 sets out the basic rights and responsibilities of all people in Victoria. The Charter places obligations on public authorities by requiring them to act compatibly with human rights and give proper consideration to human rights when making decisions.

5.1.1 The obligation to give proper consideration to, and act compatibly with, human rights does not apply where:

- under another law you could not reasonably have acted differently or made a different decision. For example, where you are giving effect to another statutory provision that is incompatible with a human right;
- the act or decision is of a private nature; or
- the act or decision would impede or prevent a religious body from acting in conformity with religious doctrines, beliefs or principles.

5.1.2 The Charter of Human Rights and Responsibilities Act 2006 and Hume City Council’s Social Justice Charter were considered and there are no issues to be considered in this regard.

No human rights are being limited by the recommended action in this report.

5.2 GENDER EQUALITY ACT 2020

Under the *Gender Equality Act 2020* a Gender Impact Assessment is required to be completed in relation to the development or review of a policy, program or service, where it has a direct and significant impact on the public.

This section needs to be completed where the report relates to a policy, program or service (including infrastructure projects) of Council. Please see the Gender Impact Assessment Guidelines and Templates on Hume Quarters for more information.

This report does not relate to the development or review of a policy, program or service; therefore a Gender Impact Assessment is not required.

REPORT NO: 8.6 (cont.)

6. FINANCIAL & RESOURCE IMPLICATIONS:

- 6.1 This is a Schedule of Rates panel contract and does not commit Council to a fixed expenditure or guaranteed volume of work. The contract establishes a panel of pre-qualified contractors who may be engaged to undertake civil construction works as required throughout the contract term.
- 6.2 Works commissioned under this panel will predominantly relate to projects approved through Council's Capital Works Program and adopted annual budgets. Funding for individual projects will be subject to the normal budget approval process and project-specific financial delegations.
- 6.3 Officers undertook expenditure modelling to estimate potential panel utilisation over the initial term and extension periods. The modelling indicates that the panel provides sufficient capacity and competitive tension to support delivery of Council's civil infrastructure program while achieving value for money outcomes.
- 6.4 The panel arrangement is anticipated to deliver procurement efficiencies by reducing the need for repeated public tender processes, supporting more timely project delivery and improved resource utilisation.

7. COLLABORATIVE PROCUREMENT

- 7.1 In Accordance with section 108(3c) of the Act, Council will give consideration to collaboration with other councils and public bodies or utilise Collaborative Procurement Arrangements, when procuring goods, services and works in order to take advantage of economies of scale.
- 7.2 The evaluation panel considered any opportunities for collaborative procurement in relation to this procurement process undertaken by Council, including:
 - 7.2.1 The nature of those opportunities, and the public bodies with which they are available;
 - 7.2.2 Council did not pursue opportunities for collaboration as there are currently no collaborative procurement arrangements available for this type of service and this contract relates to a unique need for Hume City Council.

8. OPPORTUNITIES & RISKS:

- 8.1 The Civil Construction Works panel, represents a new and more strategic approach for Hume City Council in delivering our capital works program where we have the ongoing need to contract recurring construction related works.
- 8.2 The establishment of this panel will allow Council to build more collaborative working relationships with the panel contractors and ensure that a more consistent style, approach and learnings from Council projects are consistently implemented.
- 8.3 Importantly, it will assist to speed up the delivery of our projects and programs by reducing the time and cost of procurement while still ensuring value for money.
- 8.4 This panel will enable the development of more sustained relationships that will in turn assist the successful delivery of high-quality, civil construction works within timeframe and budget that meet desired community outcomes and drive benefits.
- 8.5 The panel will assist with the streamlining of completion and hand over works that meet recognised industry standards to enable the seamless transition to Council's asset portfolio for dependable, ongoing, and long-term use by the community.

REPORT NO: 8.6 (cont.)

- 8.6 It is vital that the Panel Contractors understand Council’s standards of service and operational needs, to ensure quality, consistency and timely delivery of its infrastructure programs, while minimising any potential risks.

9. COMMUNITY ENGAGEMENT:

- 9.1 No community engagement was undertaken as part of the procurement process for the establishment of this panel.
- 9.2 Community engagement, consultation and notification requirements will be considered and undertaken, where necessary, as part of the planning and delivery of individual projects commissioned under the panel arrangement.

10. DISCUSSION:

Council currently manages approximately 1,400kms of roads, 2,300kms of kerb and channel, 1,912kms of drainage pipes and culverts, 68,447 pits, 681 head/end walls, 2,000kms of footpath, 438,000m² of carparking and 3,520 road islands.

Capital works is required to renew and upgrade these existing assets to ensure continued service is maintained as well as to construct new assets to meet the demands of our growing community.

10.1 Technical Specification

- 10.1.1 Works undertaken by the Panel will vary in scope and complexity. Panel members will carry out the Works through all phases of delivery, from pre-commencement planning, community notifications, site preparation and set out, construction activities, site cleanup, approvals, defect liability to Final Completion.
- 10.1.2 The scope of works under this panel will include renewal, replacement, upgrade, maintenance and some new construction of civil infrastructure under a Schedule of Rates which provides a comprehensive list of common items. however, there will be a need to price additional, specific items as they arise on a project-by-project basis.
- 10.1.3 The scope of the works under this panel has been grouped into separate categories and successful tenderers will be awarded by category. Tenderers could choose to bid for a single, multiple or all of the scope categories.
- 10.1.4 There are three main works categories supported by two mandatory categories. Tenderers may choose one or more of the three main works categories. The mandatory categories incorporate additional items required to support the work of three main categories (such as traffic control, water barriers, Temporary fences) and are therefore mandatory.
- 10.1.5 The categories are:
- (a) Category 1 – Concrete Works - covers footpath, kerb & channel and indented parking bays including associated works. Works may be standalone projects related to a single type of concrete work or form part of a larger road rehabilitation project.
 - (b) Category 2 – Pavement Works - covers pavement reconstruction and patching works utilising various materials. Surface renewal programs are excluded from this category.
 - (c) Category 3 – Drainage - encompasses pit and pipe supply and placement as well as rehabilitation and relining works.

REPORT NO: 8.6 (cont.)

- (d) Category 4 and 5 are the mandatory ancillary rates that support the main categories of work above, which all tenderers were required to complete.

10.2 Background

- 10.2.1 Hume City Council invited tenders from suitably qualified and experienced Contractors to form the Civil Construction Works Panel.
- 10.2.2 Council is seeking to appoint qualified and experienced Contractors to deliver civil construction works, predominantly from Council’s capital works program. The Panel may also be requested to perform maintenance-type works to ensure Council’s assets and infrastructure are meeting the intended operational levels for the community.
- 10.2.3 Works within this panel include a variety of civil-based construction works related to infrastructure including but not limited to footpaths, kerb & channel, pavements, drainage which are typically owned and managed by Council.
- 10.2.4 Appointment to the panel does not guarantee any minimum value of works to any contractor, with work packages to be allocated as required and subject to approved budget availability.

10.3 Tender Details

- 10.3.1 A Request for Tender was released on 1 November 2025 and closed on 4 December 2025, resulting in 33 suppliers submitting a formal response to Contract No. 30 25 3658 - Civil Construction Panel Award.
- 10.3.2 The tender was published on Council’s eTendering portal and an advertisement was published in The Age on Saturday 1 November 2025.
- 10.3.3 A total of two in-person tender briefings were held at Town Hall Broadmeadows on Tuesday 11th and Thursday 13th November 2025. Attendance at one of the briefings was a mandatory requirement for Tenderers to be considered for evaluation.
- 10.3.4 At the time of tender close, 33 submissions were received.

10.4 Tender Evaluation Panel

- 10.4.1 The tender evaluation panel (TEP) consisted of:

Officer Title	Role
Project Engineer	Chairperson
Project Engineer	Scoring member
Senior Engineer, Design	Scoring member

- 10.4.2 Procurement support was provided by a Council Procurement Officer throughout the tender process. Probity support was provided by an independent, external Probity Advisor throughout the tender process.
- 10.4.3 Civil Works Program technical support was provided by an external Civil Professional experienced in the management of Contracts of this type, scale, and complexity.
- 10.4.4 All tender evaluation panel members completed the required conflict of interest declarations, with no conflicts declared and committing to maintaining the confidentiality of tender information.

REPORT NO: 8.6 (cont.)

10.5 Selection Criteria

- 10.5.1 The evaluation involved scoring of conforming tenders according to the following pre-determined criteria:

Selection criteria	Weighting
Mandatory Criteria - PL Insurance - Workcover Insurance – certificates - Schedule of Rates - Returnable Schedule - Attendance to the information session	Yes/No
Compliance - Conformance with Council's specification of works / services (or acceptability of proposed amendments) - Conformance with Council's contract terms and conditions (or acceptability of proposed amendments) - Management systems (OH&S, Quality, Environment) - Financial Capability results	Yes/No
Price	40%
Capability	25%
Methodology	10%
Capacity	15%
Local / Sustainability / Social	10%

10.6 Tender Evaluation Process

- 10.6.1 Only compliant tenders received full scoring, while those identified as non-compliant were excluded from further evaluation. Any instances of non-compliance are explained in the confidential attachment.

10.7 Recommendation

- 10.7.1 The final weighted score for each tenderer is summarised below by category:

(a) Category 1 – Concrete Works

Tenderer	Conforming	Score
Tenderer AD - Vcrete Concrete Contractors Pty Ltd	Yes	84.70
Tenderer R - MJ Construction Group Pty Ltd	Yes	75.40
Tenderer Q - Miepol Pty Ltd	Yes	74.36
Tenderer U - Presta & Sons Pty Ltd	Yes	71.32
Tenderer S - New Horizon Construction Pty Ltd	Yes	71.18
Tenderer C - Amico Concrete and Paving Company Pty Ltd	Yes	68.28

REPORT NO: 8.6 (cont.)

Tenderer	Conforming	Score
Tenderer E – Axis Infrastructure Pty Ltd	Yes	67.34
Tenderer N - Landcare Property Maintenance Pty Ltd	Yes	67.31
Tenderer A	Yes	61.77
Tenderer B	Yes	53.37
Tenderer D	Yes	50.77
Tenderer F	Yes	57.03
Tenderer G	Yes	61.07
Tenderer H	Yes	48.89
Tenderer I	Yes	51.88
Tenderer J	No	Not scored
Tenderer K	Yes	44.24
Tenderer L	Yes	59.70
Tenderer M	Yes	64.95
Tenderer O	Yes	61.76
Tenderer P	Yes	52.17
Tenderer T	Yes	59.91
Tenderer V	Yes	44.15
Tenderer Y	Yes	57.21
Tenderer Z	Yes	66.14
Tenderer AA	Yes	47.90
Tenderer AB	Yes	61.52
Tenderer AE	No	37.90
Tenderer AF	Yes	56.99

(b) Category 2 – Pavement Works

Tenderer	Conforming	Score
Tenderer S - New Horizon Construction Pty Ltd	Yes	82.70
Tenderer Z - Metro Asphalt Pty Ltd ATF for THE CENTOFANI UNIT TRUST t/a Cole Civil	Yes	69.15
Tenderer AE – Vine Civil Pty Ltd	Yes	68.56
Tenderer E – Axis Infrastructure Pty Ltd	Yes	67.60

REPORT NO: 8.6 (cont.)

Tenderer	Conforming	Score
Tenderer AD - Vcrete Concrete Contractors Pty Ltd	Yes	66.78
Tenderer T – Patten Pavement Services Pty Ltd	Yes	64.92
Tenderer U - Presta & Sons Pty Ltd	Yes	64.84
Tenderer Q - Miepol Pty Ltd	Yes	64.82
Tenderer A	Yes	59.04
Tenderer B	Yes	51.60
Tenderer C	Yes	39.38
Tenderer D	Yes	38.87
Tenderer F	Yes	50.39
Tenderer G	Yes	56.75
Tenderer H	Yes	55.64
Tenderer J	No	Not scored
Tenderer L	Yes	61.10
Tenderer M	Yes	59.45
Tenderer O	Yes	61.20
Tenderer P	Yes	56.88
Tenderer R	Yes	62.49
Tenderer V	Yes	42.77
Tenderer W	Yes	41.69
Tenderer Y	No	38.60
Tenderer AA	Yes	56.58
Tenderer AB	Yes	49.88
Tenderer AF	Yes	50.05
Tenderer AG	No	29.60

(c) Category 3 – Drainage Services

Tenderer	Conforming	Score
Tenderer U - Presta & Sons Pty Ltd	Yes	80.00
Tenderer R – MJ Construction Group Pty Ltd	Yes	76.26

REPORT NO: 8.6 (cont.)

Tenderer	Conforming	Score
Tenderer AE – Vine Civil Pty Ltd	Yes	74.48
Tenderer S - New Horizon Construction Pty Ltd	Yes	69.45
Tenderer L – G & C Russo Pty Ltd	Yes	67.76
Tenderer X – Rangedale Vic Pty Ltd	Yes	49.56
Tenderer A	Yes	55.09
Tenderer B	Yes	56.13
Tenderer C	Yes	63.50
Tenderer D	Yes	44.92
Tenderer E	Yes	64.74
Tenderer F	Yes	55.51
Tenderer G	No	34.40
Tenderer H	Yes	51.59
Tenderer J	No	Not scored
Tenderer M	Yes	62.33
Tenderer O	Yes	53.50
Tenderer P	Yes	43.45
Tenderer Q	Yes	64.59
Tenderer T	Yes	59.36
Tenderer V	Yes	50.30
Tenderer W	Yes	34.77
Tenderer Y	Yes	19.71
Tenderer Z	Yes	40.97
Tenderer AA	Yes	53.19
Tenderer AB	Yes	15.89
Tenderer AC	No	32.60
Tenderer AD	Yes	65.40
Tenderer AF	Yes	60.94

10.7.2 Refer to the confidential attachment for further details of the evaluation of all tenders.

REPORT NO: 8.6 (cont.)

11. CONCLUSION

- 11.1 The process described in this report is in accordance with the Council's Procurement Policy, the relevant provision of the Local Government Act 2020 – section 108 (Procurement Policy) and section 109 (Procurement).
- 11.2 The tender submissions from the following companies were determined to be best value and it is considered that they can perform the contract to the required standards:
- a. Category 1 – Concrete Works**
 - i. Amico Concrete and Paving Company Pty Ltd
 - ii. Axis Infrastructure Pty Ltd
 - iii. Landcare Property Maintenance Pty Ltd
 - iv. MIEPOL Pty Ltd
 - v. MJ Construction Group Pty Ltd
 - vi. New Horizon Construction Pty Ltd
 - vii. Presta & Sons Pty Ltd
 - viii. V. Crete Concrete Contractors Pty Ltd
 - b. Category 2 – Pavement Works**
 - i. Axis Infrastructure Pty Ltd
 - ii. MIEPOL Pty Ltd
 - iii. New Horizon Construction Pty Ltd
 - iv. Patten Pavement Services Pty Ltd
 - v. Presta & Sons Pty Ltd
 - vi. Metro Asphalt Pty Ltd ATF for THE CENTOFANI UNIT TRUST t/a Cole Civil
 - vii. V. Crete Concrete Contractors Pty Ltd
 - viii. Vine Civil Pty Ltd
 - c. Category 3 – Drainage Works**
 - i. G&C RUSSO PTY LTD
 - ii. MJ Construction Group Pty Ltd
 - iii. New Horizon Construction Pty Ltd
 - iv. Presta & Sons Pty Ltd
 - v. Rangedale Vic Pty Ltd
 - vi. Vine Civil Pty Ltd

REPORT NO:	8.7
REPORT TITLE:	Contract No. 30 26 3691 - Provision of Programmed Pit Cleaning Services
SOURCE:	David Fricke, Manager Assets
DIVISION:	Assets, Operations & Sustainability
FILE NO:	30 26 3691
POLICY:	-
STRATEGIC OBJECTIVE:	SO1.3 Safe and well-maintained places
ATTACHMENTS:	1. <i>Tender Evaluation Report - Confidential</i> 2. <i>Tender Evaluation Matrix - Confidential</i> 3. <i>Recommended Contractor Schedule of Rates - Confidential</i> 4. <i>List of Directors and Officeholders - Confidential</i>

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

- 1.1 Tenders have been called for Contract No. 30 26 3691 - Provision of Programmed Pit Cleaning Services.
- 1.2 This report recommends that the tender submission from Leading Civil Solutions Pty Ltd for Contract No. 30 26 3691 - Provision of Programmed Pit Cleaning Services be accepted by Council.
- 1.3 Pursuant to the Instrument of Delegation to the Chief Executive Officer, the value of this contract exceeds their financial limit and a Council motion is now required to accept the recommendation to award the contract.

2. RECOMMENDATION:

That Council

- 2.1 Resolves to award Contract Number 30 25 3691 – Provision of Programmed Pit Cleaning Services to Leading Civil Solutions Pty Ltd
- 2.2 Awards the contract the attached tendered schedule of rates (incl. GST)
- 2.3 Authorises CPI adjustments in accordance with the conditions of contract.
- 2.4 Awards the contract for a term of three (3) years.
- 2.5 Authorises for Variations to be managed in accordance with the confidential attachment
- 2.6 Delegates to the Director of Assets, Operations and Sustainability to finalise and execute the contract documentation.

REPORT NO: 8.7 (cont.)

3. LEGISLATIVE POWERS & POLICY CONTEXT:

- 3.1 S108(1) of the Local Government Act 2020 (the act) requires that a Council must prepare and adopt a Procurement Policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services by the Council, including for the carrying out of works.
- 3.2 S109(1) of the Act requires that a Council must comply with its Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.
- 3.3 Council adopted a Procurement Policy (ref. POL189) on 15 November 2021 which is effective from 1 December 2021. Under this Policy, procurement of goods, services or works valued at \$300,000 or greater shall be undertaken by a tender process.

4. OVERARCHING GOVERNANCE PRINCIPLES:

This report supports Council in giving effect to the following Overarching Governance Principles:

- a) Council decisions are to be made and actions taken in accordance with the relevant law.
- b) Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- c) The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- e) Innovation and continuous improvement is to be pursued.
- f) Collaboration with other Councils and Governments and statutory bodies is to be sought.
- g) The ongoing financial viability of the Council is to be ensured.
- i) The transparency of Council decisions, actions and information is to be ensured.

5. IMPACT ASSESSMENTS:

5.1 CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006

The Charter of Human Rights and Responsibilities Act 2006 sets out the basic rights and responsibilities of all people in Victoria. The Charter places obligations on public authorities by requiring them to act compatibly with human rights and give proper consideration to human rights when making decisions.

- 5.1.1 The obligation to give proper consideration to, and act compatibly with, human rights does not apply where:
 - (a) under another law you could not reasonably have acted differently or made a different decision. For example, where you are giving effect to another statutory provision that is incompatible with a human right;
 - (b) the act or decision is of a private nature; or
 - (c) the act or decision would impede or prevent a religious body from acting in conformity with religious doctrines, beliefs or principles.

REPORT NO: 8.7 (cont.)

- 5.1.2 The Charter of Human Rights and Responsibilities Act 2006 and Hume City Council’s Social Justice Charter were considered and there are no issues to be considered in this regard.

5.2 GENDER EQUALITY ACT 2020

This report does not relate to the development or review of a policy, program or service; therefore a Gender Impact Assessment is not required.

6. FINANCIAL & RESOURCE IMPLICATIONS:

- 6.1 This is a combined lump sum and schedule of rates contract; therefore, Officers undertook modelling to understand the total costs over contract term, including extension options.
- 6.2 The 2026/27 operating budget includes \$1.4 million for contractor expenses.
- 6.3 It is estimated that the annual spend for pit cleaning is \$1,000,000. The value of the contract over the 3-year term is estimated to be \$3.1 million. The balance of the available funding will be required for works under Contract 30 26 3706 – Provision of Reactive Drainage Maintenance Services. Funding requirements for future years will continue to be monitored as part of the budget process.

7. COLLABORATIVE PROCUREMENT

- 7.1 In Accordance with section 108(3c) of the Act, Council will give consideration to collaboration with other councils and public bodies or utilise Collaborative Procurement Arrangements, when procuring goods, services and works in order to take advantage of economies of scale.
- 7.1.1 Council did not pursue opportunities for collaboration as there are currently no collaborative procurement arrangements available for this type of service and this contract relates to a unique need for Hume City Council.

8. OPPORTUNITIES & RISKS:

- 8.1 The appointment of a Contractor to conduct proactive pit clearing works enables a more strategic approach for Hume City Council to maintain Council’s drainage network. Over time a proactive approach will improve the efficiency of the drainage network and the number of reactive drainage requests.
- 8.2 Council’s objective is to ensure that Council’s stormwater drainage network is maintained to reduce the risk of flooding. High risk drainage pits at low points will be prioritised for regular clearing.
- 8.3 Council is committed to ensuring that the services are provided in an integrated manner. To achieve this the Contractor must work closely with the Council staff to form a collaborative relationship.
- 8.4 Separate pricing has been sought for proactive Pit Cleaning services in Category 1 roads, Category 2 roads, high risk pits and after-hours’ works. Pricing for the safe disposal of materials collected is also included.
- 8.5 To mitigate risks, all Tenderers were required to provide details of OH&S, Quality, Traffic and Environmental Management systems.

REPORT NO: 8.7 (cont.)

9. COMMUNITY ENGAGEMENT:

- 9.1** In most instances pit clearing works are of a short-term nature and will not disrupt traffic. No works are proposed within private property. The tender allows for works to be conducted out of hours if required.

10. DISCUSSION:

- 10.1** Hume City Council’s municipal drainage network is over 2090 km long with in excess of 54,000 drainage pits (excluding those located in easements on private property) and 95 gross pollutant traps, with a replacement value of \$816m.
- 10.2** Council is seeking to engage the services of experienced drainage contractors to conduct proactive pit clearing to improve the efficiency of the network by reducing the number of drainage blockages and emergency events.
- 10.3** The tender is structured so that the successful tenderer will be issued a works order to clear blocks of 3000 pits and to regularly clear high-risk pits.

10.4 Technical Specification

- 10.4.1** The tender specification requires the contractor to provide staff and equipment to:
- a) Capture a digital image of the exterior of each drainage pit
 - b) Record any exterior defect, including damage to the cover, surrounds, lintel, or throat of the exterior of each drainage pit.
 - c) Safely remove the pit lid and inspect the interior of the drainage pit.
 - d) Remove any rubbish and litter from the interior of each pit and record the depth of rubbish in the pit.
 - e) Capture a digital image of the interior of each drainage pit
 - f) Record any defects, including damage to the walls, floor, pipe bandaging or any step iron/ladders.
 - g) Record discrepancies in the data held by Council.
 - h) Replace pit lids correctly after inspections are complete and never leave lids off pits when the site is unattended.
 - i) Dispose of material collected.

10.5 Background

- 10.5.1** Council has identified a need to reduce reactive drainage maintenance by implementing a proactive drainage pit clearing program.
- 10.5.2** The contract will be managed by drainage maintenance staff based at Council’s Maffra Street Operations Centre.

10.6 Tender Details

- 10.6.1** A Request for Tender was released on 7 February 2026 and closed on 5 March 2026, resulting in 16 suppliers submitting a formal response to Contract No. 30 26 3691 - Provision of Programmed Pit Cleaning Services.
- 10.6.2** The tender was published on Councils eTendering portal and an advertisement was published in The Age newspaper Saturday 7 February 2026.

REPORT NO: 8.7 (cont.)

10.6.3 At the time of tender close, 16 submissions were received.

10.7 Tender Evaluation Panel

10.7.1 The tender evaluation panel (TEP) consisted of:

Officer Title	Role
Executive Engineer	Chairperson
Manager Assets	Scoring member
Coordinator Technical Services	Scoring member

10.7.2 Probity and procurement support was provided by a Procurement Officer throughout the tender process.

10.7.3 All tender evaluation panel members completed the required conflict of interest declarations, with no conflicts declared and committing to maintaining the confidentiality of tender information.

10.8 Selection Criteria

10.8.1 The evaluation involved scoring of conforming tenders according to the following pre-determined criteria:

Selection criteria	Weighting
Commercial Compliance	Yes/No
- Compliance with specification	
- Compliance with agreement	
- Risk and insurance	
- Financial Viability	
- Occupational Health and Safety	
- Quality Systems	
- Environmental Management	
Price	40%
Capability	10%
Capacity	40%
Local / Sustainability / Social	10%
Price	40%

10.9 Tender Evaluation Process

10.9.1 Only compliant tenders received full scoring, while those identified as non-compliant were excluded from further evaluation. Any instances of non-compliance are explained in the confidential attachment.

10.10 Recommendation

10.10.1 The final weighted score for each tenderer is summarised below:

Tenderer	Conforming	Score
Tenderer A Leading Civil Solutions Pty Ltd	Yes	84.00
Tenderer B	Yes	83.74
Tenderer C	Yes	63.52
Tenderer D	Yes	61.75

REPORT NO: 8.7 (cont.)

Tenderer	Conforming	Score
Tenderer E		55.27
Tenderer F	Yes	55.10
Tenderer G	Yes	54.12
Tenderer E	Yes	39.31
Tenderer F	Yes	44.26
Tenderer H	Yes	43.14
Tenderer J	No	-
Tenderer K	No	-
Tenderer L	No	-
Tenderer N	Yes	46.34
Tenderer O	Yes	53.6
Tenderer P	Yes	43.61

10.10.2 Refer to the confidential attachment for further details of the evaluation of all tenders.

11. CONCLUSION

11.1 The process described in this report is in accordance with the Council’s Procurement Policy, the relevant provision of the Local Government Act 2020 – section 108 (Procurement Policy) and section 109 (Procurement).

11.2 The tender submission from Leading Civil Solutions Pty Ltd was determined to be best value and it is considered that Leading Civil Solutions Pty Ltd can perform the contract to the required standards.

REPORT NO:	8.8
REPORT TITLE:	Contract No. 30 26 3706 - Provision of Reactive Drainage Maintenance Services
SOURCE:	David Fricke, Manager Assets
DIVISION:	Assets, Operations & Sustainability
FILE NO:	30 26 3706
POLICY:	-
STRATEGIC OBJECTIVE:	SO1.3 Safe and well-maintained places
ATTACHMENTS:	1. <i>Tender Evaluation Report - Confidential</i> 2. <i>Tender Evaluation Matrix - Confidential</i> 3. <i>Recommended Panel Schedule of Rates - Confidential</i> 4. <i>List of Directors and Officeholders - Confidential</i>

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

- 1.1 Tenders have been called for Contract No. 30 26 3706 - Provision of Reactive Drainage Maintenance Services.
- 1.2 The scope of the services has been divided into 4 categories to ensure Council provides a full range of drainage services with tenderers having the appropriate expertise for each element:
 - a) Category 1-Emergency Response
 - b) Category 2-Machine Clearing
 - c) Category 3-Manual Clearing, and
 - d) Category 4-Minor Construction Works
- 1.3 This report recommends that a panel of the following contractors for Contract No. 30 26 3706 - Provision of Reactive Drainage Maintenance Services be accepted by Council, by category of services detailed in the Recommendation:
 - a) Plumbtrax Infrastructure Services Pty Ltd
 - b) Vcrete Concrete Contractors Pty Ltd
 - c) Qest Infrastructure Group Pty Ltd ATF The Trustee for the QEST Services Trust
 - d) Asset Management Environmental Group Pty Ltd
 - e) Rangedale Vic Pty Ltd
 - f) CSA Group Pty Ltd
 - g) Novacon Group Pty Ltd
- 1.4 Pursuant to the Instrument of Delegation to the Chief Executive Officer, the value of this contract exceeds their financial limit and a Council motion is now required to accept the recommendation to award the contract.

REPORT NO: 8.8 (cont.)

2. RECOMMENDATION:

That Council

2.1 Resolves to award contract number Contract No. 30 26 3706 - Provision of Reactive Drainage Maintenance Services to:

2.1.1 Category 1- Emergency Response:

- Plumbtrax Infrastructure Services Pty Ltd
- Vcrete Concrete Contractors Pty Ltd
- Qest Infrastructure Group Pty Ltd ATF The Trustee for the QEST Services Trust
- Asset Management Environmental Group Pty Ltd

2.1.2 Category 2- Machine Clearing:

- Rangedale Vic Pty Ltd
- Plumbtrax Infrastructure Services Pty Ltd
- Asset Management Environmental Group Pty Ltd
- CSA Group Pty Ltd

2.1.3 Category 3 - Manual Clearing:

- Plumbtrax Infrastructure Services Pty Ltd
- Vcrete Concrete Contractors Pty Ltd
- Qest Infrastructure Group Pty Ltd ATF The Trustee for the Qest Services Trust
- Asset Management Environmental Group Pty Ltd

2.1.4 Category 4 – Minor Construction Works

- Rangedale Vic Pty Ltd
- Novacon Group Pty Ltd
- Plumbtrax Infrastructure Services Pty Ltd
- Vcrete Concrete Contractors Pty Ltd
- Qest Infrastructure Group Pty Ltd ATF The Trustee for the Qest Services Trust
- Asset Management Environmental Group Pty Ltd

2.2 Awards the contract the attached tendered schedule of rates (exc. GST)

2.3 Authorises CPI adjustments in accordance with the conditions of contract

2.4 Awards the contract for a term of three (3) years.

2.5 Authorises for Variations to be managed in accordance with the confidential attachment

2.6 Delegates to the Director of Assets, Operations and Sustainability to finalise and execute the contract documentation.

REPORT NO: 8.8 (cont.)

3. LEGISLATIVE POWERS & POLICY CONTEXT:

- 3.1 S108(1) of the Local Government Act 2020 (the act) requires that a Council must prepare and adopt a Procurement Policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services by the Council, including for the carrying out of works.
- 3.2 S109(1) of the Act requires that a Council must comply with its Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.
- 3.3 Council adopted a Procurement Policy (ref. POL189) on 15 November 2021 which is effective from 1 December 2021. Under this Policy, procurement of goods, services or works valued at \$300,000 or greater shall be undertaken by a tender process.

4. OVERARCHING GOVERNANCE PRINCIPLES:

This report supports Council in giving effect to the following Overarching Governance Principles:

- a) Council decisions are to be made and actions taken in accordance with the relevant law.
- b) Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- c) The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- e) Innovation and continuous improvement is to be pursued.
- g) The ongoing financial viability of the Council is to be ensured.
- i) The transparency of Council decisions, actions and information is to be ensured.

5. IMPACT ASSESSMENTS:

- 5.1 CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006
The Charter of Human Rights and Responsibilities Act 2006 sets out the basic rights and responsibilities of all people in Victoria. The Charter places obligations on public authorities by requiring them to act compatibly with human rights and give proper consideration to human rights when making decisions.
- 5.2 The obligation to give proper consideration to, and act compatibly with, human rights does not apply where:
 - 5.2.1 under another law you could not reasonably have acted differently or made a different decision. For example, where you are giving effect to another statutory provision that is incompatible with a human right;
 - 5.2.2 the act or decision is of a private nature; or
 - 5.2.3 the act or decision would impede or prevent a religious body from acting in conformity with religious doctrines, beliefs or principles.
- 5.3 The Charter of Human Rights and Responsibilities Act 2006 and Hume City Council’s Social Justice Charter were considered and there are no issues to be considered in this regard.

REPORT NO: 8.8 (cont.)

5.4 GENDER EQUALITY ACT 2020

This report does not relate to the development or review of a policy, program or service; therefore a Gender Impact Assessment is not required.

6. FINANCIAL & RESOURCE IMPLICATIONS:

- 6.1 This is a schedule of rates contract; therefore, Officer’s undertook modelling to understand the total costs over contract term, including extension options.
- 6.2 The 2026/27 operating budget includes \$1.4 million for contractor expenses.
- 6.3 It is anticipated that the annual spend for works to be conducted under this contract will vary. As these works are reactive in nature, it is difficult to forecast the need. There will be approximately \$400,000 available in the operating budget for works under this contract. Works under the Minor Construction component of this contract will also be funded through the capital budget allocation for the Drainage Rehabilitation Works Program. Funding requirements for future years will continue to be monitored as part of the budget process.

7. COLLABORATIVE PROCUREMENT

- 7.1 In Accordance with section 108(3c) of the Act, Council will give consideration to collaboration with other councils and public bodies or utilise Collaborative Procurement Arrangements, when procuring goods, services and works in order to take advantage of economies of scale.
- 7.2 The evaluation panel considered any opportunities for collaborative procurement in relation to this procurement process undertaken by Council, however:
 - 7.2.1 There are currently no collaborative procurement arrangements available for this type of service.

8. OPPORTUNITIES & RISKS:

- 8.1 The appointment of a Drainage Services Panel enables a more strategic approach for Hume City Council to maintain Council’s drainage network. The establishment of a panel will allow Council to build collaborative working relationships with the panel contractors and ensure a consistent style, approach and enable multiple contractors to be engaged to respond to emergency events such as blocked drains after a significant rainfall event.
- 8.2 Council’s objective in establishing a Drainage Services Panel is to maintain Council’s stormwater drainage network in order to reduce the risk of flooding.
- 8.3 Council is committed to ensuring that the services are provided in an integrated manner. To achieve this the Contractor must work closely with the Council staff, internal and external service providers and service authorities to ensure customers receive an integrated and effective service. Council is seeking to form a collaborative relationship with the successful panel of Contractors.
- 8.4 The reactive maintenance services are to be undertaken at various locations in the Hume City Council. Council drainage assets are located in:
 - Road reserves
 - Public carparks
 - Drainage easement across private land
 - Open spaces

REPORT NO: 8.8 (cont.)

It is therefore vital that Panel Contractors are highly familiar with Council standards of service and operational needs to ensure quality, consistency and while minimising any potential risks.

- 8.5 To mitigate risks, all Contractors selected for appointment to the Panel have management systems embedded within their organisation. All Panel Contractors have been assessed for OH&S, Quality, Traffic and Environmental Management systems.

9. COMMUNITY ENGAGEMENT:

- 9.1 Where programmed drainage maintenance works are proposed, adjacent to or within private properties, residents will be given advance notice of the works and a contact number for Council and the Contractor.
- 9.2 For all works affecting the public, appropriate signs and traffic control measures will be utilised by contractors.
- 9.3 Consultation and notification will also be undertaken with any affected residents and/or businesses prior to works being undertaken.

10. DISCUSSION:

- 10.1 The Hume City Councils municipal drainage network is over 2090 km long with in excess of 54,000 roadside drainage pits and 95 gross pollutant traps, with a replacement value of \$816m.
- 10.2 Council is seeking to engage the services of experienced, competent and responsive drainage Contractors to form a panel for the delivery of reactive drainage maintenance services to reduce the risk of flooding.

10.3 Technical Specification

- 10.3.1 The services to be included in this contract include a broad range of drainage manual and mechanical services, including;
- (a) The provision of trucks to clean drainage pipes, cut tree roots and remove obstructions, debris and hard material from inside the pipe including concrete.
 - (b) Conduct of CCTV inspections with a high-resolution camera to ensure that pipe conditions can be recorded accurately.
 - (c) The clearing and inspection of gross pollutant traps throughout the municipality.
 - (d) The clearing of triple interceptor pit located at the vehicle wash bay at Council’s Maffra Street and Sunbury Operations Centres.
 - (e) The provision of an emergency call outs 24-Hours, 365-days per year.
 - (f) The replacement of broken pit lids and surrounds.

10.4 Background

- 10.4.1 Council identified an opportunity to improve response times for drainage maintenance, conducted a review of service requests to identify annual workloads and developed a specification for a drainage maintenance panel.
- 10.4.2 The contract will be managed by drainage maintenance staff based at Council’s Maffra Street Operations Centre.

REPORT NO: 8.8 (cont.)

10.5 Tender Details

- 10.5.1 A Request for Tender was released on 7 February 2026 and closed Thursday 5 March 2026, resulting in 12 suppliers submitting a formal response to Contract for Contract No. 30 26 3706 - Provision of Reactive Drainage Maintenance Services.
- 10.5.2 The tender was published on Councils eTendering portal and an advertisement was published in The Age newspaper on Saturday 7 February 2026.
- 10.5.3 At the time of tender close, 12 submissions were received.

10.6 Tender Evaluation Panel

- 10.6.1 The tender evaluation panel (TEP) consisted of:

Officer Title	Role
Executive Engineer	Chairperson
Manager Assets	Scoring member
Coordinator Civil Design	Scoring member
Coordinator, Technical Services	Non-Scoring member

- 10.6.2 Probity and procurement support was provided by a Procurement Officer throughout the tender process.
- 10.6.3 All tender evaluation panel members completed the required conflict of interest declarations, with no conflicts declared and committing to maintaining the confidentiality of tender information.

10.7 Selection Criteria

- 10.7.1 The evaluation involved scoring of conforming tenders according to the following pre-determined criteria:

Selection criteria	Weighting
Commercial Compliance Criteria	Yes/No
- Compliance with specification	
- Compliance to deed agreement	
- Risk and insurance	
Price	40%
Capability	40%
Capacity	10%
Local Business	10%

10.8 Tender Evaluation Process

- 10.8.1 Only compliant tenders received full scoring, while those identified as non-compliant were excluded from further evaluation. Any instances of non-compliance are explained in the confidential attachment.

REPORT NO: 8.8 (cont.)

10.8.2 As the scope of the services to be provided under the Panel Contract vary significantly, tenderers with expertise in one element of the works did not necessarily have the capability to provide a full range of drainage services. Therefore the Evaluation panel conducted the evaluation in the following separate categories:

- Emergency Response
- Machine Clearing
- Manual Clearing, and
- Minor construction Works

10.8.3 Separate scoring was conducted for each element to identify Contactors to be appointed to each of the four panels.

10.8.4 Tenderers that did not provide pricing for an individual service element or did not meet a minimum threshold for evaluation were not ranked.

10.9 Recommendation

10.9.1 The final weighted score for each tenderer is summarised below.

10.9.2 The final weighted scores for Category 1- Emergency Response are summarised below:

Tenderer	Conforming	Score
ER1-Plumbtrax Infrastructure Services Pty Ltd	Yes	78.00
ER2-Asset Management Environmental Group Pty Ltd	Yes	74.96
ER3- Qest Infrastructure Group Pty Ltd ATF The Trustee for the QEST Services Trust	Yes	62.24
ER4-Vcrete Concrete Contractors Pty Ltd	Yes	59.41
Tenderer ER5	Yes	56.59
Tenderer ER6	Yes	54.78
Tenderer ER7	Yes	46.38
Tenderer ER8	Yes	36.64
Tenderer EM9	No	-

10.9.3 The final weighted scores for Category 2- Machine Clearing are summarised below:

Tenderer	Conforming	Score
MC1-Asset Management Environmental Group Pty Ltd	Yes	84.50
MC2-Plumbtrax Infrastructure Services	Yes	76.08
MC3-Rangedale Vic Pty Ltd	Yes	68.24
MC4-CSA Group Pty Ltd	Yes	67.67

REPORT NO: 8.8 (cont.)

Tenderer	Conforming	Score
Tenderer MC5	Yes	66.66
Tenderer MC6	Yes	66.09
Tenderer MC7	Yes	58.23
Tenderer MC8	Yes	57.45
Tenderer MC9	Yes	48.80
Tenderer MC10	Yes	48.34
Tenderer MC11	Yes	40.60

10.9.4 The final weighted scores for Category 3- Manual Clearing are summarised below:

Tenderer	Conforming	Score
MN1-Asset Management Environmental Group Pty Ltd	Yes	78.00
MN2-Plumbtrax Infrastructure Services Pty Ltd	Yes	70.25
MN4-Qest Infrastructure Group Pty Ltd ATF The Trustee for the QEST Services Trust	Yes	58.99
MN5-Vcrete Concrete Contractors Pty Ltd	Yes	58.75
Tenderer MN6	Yes	55.33
Tenderer MN7	Yes	48.33
Tenderer MN8	Yes	47.80
Tenderer MN9	Yes	42.61
Tenderer MN3	No	-

10.9.5 The final weighted score for each tenderer for Category 4- Minor Construction Works is summarised below:

Tenderer	Conforming	Score
CN1-Vcrete Concrete Contractors Pty Ltd	Yes	71.79
CN2-Novacon Group Pty Ltd	Yes	68.50
CN3- Qest Infrastructure Group Pty Ltd ATF The The Trustee for the QEST Services Trust	Yes	63.69
CN4-Plumbtrax Infrastructure Services Pty Ltd	Yes	63.67
CN6-Rangedale Vic Pty Ltd	Yes	55.88
CN7-Asset Management Environmental Group Pty Ltd	Yes	49.33

REPORT NO: 8.8 (cont.)

Tenderer	Conforming	Score
Tenderer CN5	Yes	62.95
Tenderer CN8	Yes	45.57

10.9.6 Refer to the confidential attachment for further details of the evaluation of all tenders.

11. CONCLUSION

11.1 The process described in this report is in accordance with the Council’s Procurement Policy, the relevant provision of the Local Government Act 2020 – section 108 (Procurement Policy) and section 109 (Procurement).

11.2 The tender submissions from the below companies were determined to be best value and it is considered that these companies can perform the contract to the required standards:

Category 1- Emergency Response:

- Plumbtrax Infrastructure Services Pty Ltd
- Vcrete Concrete Contractors Pty Ltd
- Qest Infrastructure Group Pty Ltd ATF The Trustee for the QEST Services Trust
- Asset Management Environmental Group Pty Ltd

Category 2- Machine Clearing:

- Rangedale Vic Pty Ltd
- Plumbtrax Infrastructure Services Pty Ltd
- Asset Management Environmental Group Pty Ltd
- CSA Group Pty Ltd

Category 3 - Manual Clearing:

- Plumbtrax Infrastructure Services Pty Ltd
- Vcrete Concrete Contractors Pty Ltd
- Qest Infrastructure Group Pty Ltd ATF The Trustee for the Qest Services Trust
- Asset Management Environmental Group Pty Ltd

Category 4 – Minor Construction Works

- Rangedale Vic Pty Ltd
- Novacon Group Pty Ltd
- Plumbtrax Infrastructure Services Pty Ltd
- Vcrete Concrete Contractors Pty Ltd
- Qest Infrastructure Group Pty Ltd ATF The Trustee for the Qest Services Trust
- Asset Management Environmental Group Pty Ltd

REPORT NO:	8.9
REPORT TITLE:	Correspondence received from or sent to Government Ministers or Members of Parliament - June 2026
SOURCE:	Joel Kimber, Head of Government Relations & Advocacy
DIVISION:	Office Of The CEO
FILE NO:	HCC04/13
POLICY:	-
STRATEGIC OBJECTIVE:	SO4.2 An organisation that demonstrates leadership and strong advocacy.
ATTACHMENTS:	1. <i>Advocacy Priorities</i> 2. <i>Illegal Dumping</i> 3. <i>Donnybrook Road</i> 4. <i>Donnybrook Road</i> 5. <i>Donnybrook Road</i> 6. <i>Baird Family</i> 7. <i>Visitor Economy</i> 8. <i>Australian Bill of Rights</i> 9. <i>LSIF</i> 10. <i>SCAR</i> 11. <i>Tullamarine Library</i> 12. <i>Tullamarine Library</i> 13. <i>Upfield Soccer Club</i> 14. <i>Ward Boundary Reviews</i>

DISCLOSURE OF CONFLICTS OF INTEREST

No Council officers involved in the preparation of this Report have a general or material interest in relation to the matters for consideration.

1. SUMMARY OF REPORT:

- 1.1 This report presents a summary of correspondence relating to Council resolutions or correspondence that is considered to be of interest to Councilors received from or sent to State and Federal Government Ministers and Members of Parliament in June 2026.

2. RECOMMENDATION:

2.1 That Council:

- 2.1.1 **Notes this report on correspondence received from or sent to Government Ministers or Members of Parliament in June 2026.**

3. LEGISLATIVE POWERS & POLICY CONTEXT:

Local Government Act 2020.

4. OVERARCHING GOVERNANCE PRINCIPLES:

- 4.1 This Report supports Council is giving effect to the following Overarching Governance Principles:
- Council decisions are to be made and actions taken in accordance with the relevant law;

REPORT NO: 8.9 (cont.)

- priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- collaboration with other Councils and Governments and statutory bodies is to be sought;
- the ongoing financial viability of the Council is to be ensured;
- regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- the transparency of Council decisions, actions and information is to be ensured.

5. IMPACT ASSESSMENTS:

5.1 CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006

5.1.1 The human rights relevant to this Report are:

- (a) Every person has the right to freedom of thought, conscience, religion and belief,
- (b) Every person has the right to freedom of expression which includes the freedom to seek, receive and impart information and ideas of all kinds, whether within or outside Victoria
- (c) Every person has the right of peaceful assembly.
- (d) Every person in Victoria has the right, and is to have the opportunity, without discrimination, to participate in the conduct of public affairs, directly or through freely chosen representatives.

5.1.2 The above rights are not being limited by the recommended action in this Report.

5.2 GENDER EQUALITY ACT 2020

5.2.1 This Report does not relate to a development or review of a policy, program or service; therefore, a Gender Impact Assessment was not required.

6. FINANCIAL & RESOURCE IMPLICATIONS:

6.1 Required resources in implementing the recommendations of this report will be allocated from within Council’s operational budget.

7. OPPORTUNITIES & RISKS:

7.1 Written correspondence to and from Council to Members of Parliament and Ministers provides avenues for advocating on behalf of our residents, celebrating acknowledgement or seeking additional information.

7.2 It is important to note that the efficacy of written correspondence is subjective. Large amounts of correspondence to Ministers or Local Members of Parliament whilst Council is engaging with these Government representatives on other matters, has the potential to distort Council’s messaging on the issues or projects that are most important to our community.

8. COMMUNITY ENGAGEMENT:

REPORT NO: 8.9 (cont.)

- 8.1 This report does not propose any future community engagement. Some of the issues/projects outlined in this report have been part of previous community engagement.

9. DISCUSSION:

- 9.1 Council actively engages with State and Federal Government Ministers and Members of Parliament through a variety of means. This includes regularly scheduled meetings, hosting Ministerial events and sending written correspondence.
- 9.2 This report contains evidence of that written correspondence registered in Council’s record keeping system in June 2026.
- 9.3 This correspondence is themed under the following:
- 9.3.1 Advocacy Priorities (Table 1)
 - 9.3.2 Council Decisions (Table 2)
 - 9.3.3 Grant Opportunities (Table 3)
 - 9.3.4 Other (Table 4)

TABLE 1 – Council Decisions

Subject	Council Meeting Reference	Minister or Member of Parliament	ATTACHMENT #
Advocacy Priorities		Minister for Regional Development, Local Government and Territories	1
Illegal Dumping		Minister for Environment	2
Donnybrook Road Stage 2		Member for McEwen	3
		Member for Kalkallo	4
		Minister for Transport Infrastructure	5

TABLE 2 – Council Decisions

Subject	Council Meeting Reference	Minister or Member of Parliament	ATTACHMENT #
Baird Family	NOM26/16	Minister for Veterans Affairs	6
Visitor Economy	NOM26/15	Minister for Tourism	7
Australian Bill of Rights	Report 8.2 25/5/26	Minister for Social Services	8

TABLE 3 – Grant Opportunities

Subject	Council Meeting Reference	Minister or Member of Parliament	ATTACHMENT #
Local Sports Infrastructure Fund		Minister for Community Sport	9

TABLE 4 – Other

REPORT NO: 8.9 (cont.)

Subject	Council Meeting Reference	Minister or Member of Parliament	ATTACHMENT #
Support for SCAR		Minister for Agriculture	10
Support for Tullamarine library		State Member for Sunbury	11
Tullamarine Library		Federal Member for Maribyrnong	12
Ward boundary review		Minister for Local Government	13
Upfield Soccer Club		Member for Northern Metropolitan Region (AG-B)	14

10. CONCLUSION

- 10.1 Written correspondence is an example of how we engage with State and Federal Government Ministers and our Local Members of Parliament.
- 10.2 It forms part of a holistic approach to advocacy and needs to be considered to ensure that Council utilise written correspondence in the most strategic and effective way

**The Hon Kristy McBain MP**

Minister for Emergency Management
Minister for Regional Development, Local Government and Territories
Member for Eden-Monaro

Ref: MC26-006907

Cr Carly Moore
Mayor
Hume City Council
PO Box 119
DALLAS VIC 3047

via: [REDACTED]

Dear Mayor *Carly*,

Thank you for your letter of 13 May 2026 regarding Hume City Council's advocacy priorities. The Australian Government remains firmly committed to working in close partnership with the Victorian Government and councils to ensure that Melbourne's growing northern suburbs receive the infrastructure they need to thrive.

Through the \$1.2 billion Road Blitz, the Australian and Victorian governments are committed to delivering upgrades to Mickleham and Donnybrook roads. At Mickleham Road, works will include the duplication of 3.7km of Mickleham Road from Dellamore Boulevard to Craigieburn Road, as well as additional intersection upgrades along the route, and walking and cycling paths. These works build on the work completed in 2024 under the first stage of the Mickleham Road Upgrade, which added three new lanes in each direction between Somerton Road and Dellamore Boulevard.

Road Blitz works at Donnybrook Road will deliver a new bridge over Kalkallo Creek, Craigieburn, a signalised intersection and additional lanes at the intersection of Donnybrook Road and Mitchell Street, as well as duplicating Donnybrook Road between Hume and Dwyer Street, and building a second bridge over the Hume Freeway to reduce congestion and improve traffic flow.

In addition, the Australian Government is funding the Melbourne Northern Suburbs Rail Upgrades – Planning project, which will develop a business case to prioritise options for future upgrades to Melbourne's northern metropolitan rail lines. This project is being delivered by the Victorian Department of Transport and Planning, with the business case expected in late 2027.

While the Australian Government provides significant funding for transport infrastructure projects in Victoria, primary responsibility for planning and identifying projects rests with the Victorian Government. As such, you may also wish to contact the Hon Gabrielle Williams MP, Victorian Minister for Transport Infrastructure.

Thank you for taking the time to write to me on this matter. I look forward to hopefully seeing you at the National General Assembly of Local Governments at the end of June.

Yours sincerely



Kristy McBain MP

29/6/2026

– OFFICE OF THE MAYOR –



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Our File: HCC21/850
Enquiries: Joel Kimber
Telephone: 9205 2200

Monday 15 June 2026

The Hon Enver Erdogan
Minister for Environment
Level 16
8 Nicholson Street
Melbourne VIC 3000

Via Email: [REDACTED]

Dear Minister,

RE: ILLEGAL DUMPING

Like you and many of our Local Members of Parliament, Council is increasingly concerned and disappointed by the growing prevalence of illegal dumping across our community. Over the past two years, Council has spent more than \$5 million per annum responding to what has become a significant and persistent issue. This includes costs associated with clean-ups, education, surveillance and enforcement.

Given the scale of the problem, Council has identified illegal dumping as one of its six priority advocacy issues for 2026–2030, recognising that meaningful intervention from both the Victorian and Australian Governments is essential to addressing this challenge.

We need coordinated support not only to reduce the incidence of illegal dumping, but also to strengthen community awareness and education so residents better understand how they can play their part in keeping our municipality clean.

We are therefore calling on the State and Federal Government to provide dedicated, ongoing funding and subsidies to help offset the escalating costs of clean-up, enforcement and community education programs. This support is critical to ensuring councils can continue to deliver both proactive and responsive measures.

While additional resources are vital for managing illegal dumping on council and private land, there is also an urgent need for the expedited removal of illegally dumped rubbish and material on State-owned land. Council receives more than 14,000 reports of illegally dumped rubbish each year, and a significant proportion of these occur on land outside our ownership.

We acknowledge and appreciate the Government's initial commitment through the Illegal Dumping Rebate Program. However, the program is not delivering a meaningful impact. Its limitations — particularly the exclusion of dumped household waste, account for 38% of the Environmental Protection Agency's priority risk streams — mean it does not address the areas where councils face the greatest cost pressures.

2

To date, Council has secured just two successful applications under the Program, totaling \$6,184.32. With 16 applications still under assessment, 16 in draft, and a further 20 to be submitted, full success across all 50 applications would yield only around \$20,000. This raises serious concerns about the administrative burden relative to the modest financial return.

For these reasons, we strongly encourage the Victorian Government to expand its existing commitment with additional, more flexible funding for the local government sector.

I would welcome the opportunity to meet with you to discuss the importance of all levels of government working together to address illegal dumping. To arrange a suitable time, please contact Joel Kimber, Head of Government Relations and Advocacy, on [REDACTED].

If you have any questions with respect to this matter, please do not hesitate to contact me.

Yours sincerely



**CR CARLY MOORE
MAYOR**

CC: Kathleen Matthews-Ward, State Member for Broadmeadows
Iwan Walters, State Member for Greenvale
The Hon Ros Spence, State Member for Kalkallo
Josh Bull, State Member for Sunbury

– OFFICE OF THE MAYOR –



Our File: HCC21/850
Enquiries: Joel Kimber
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Wednesday 3 June 2026

Mr Rob Mitchell MP
Federal Member for McEwen
PO Box 380
WALLAN VIC 3756

Via Email: rob.mitchell.mp@aph.gov.au

Dear Mr Mitchell,

RE: DONNYBROOK ROAD UPGRADE – STAGE 2

On behalf of Hume City Council, I would like to sincerely thank the Federal Government for its commitment of \$37.4 million towards Stage 2 of the Donnybrook Road upgrade, alongside the Victorian Government's contribution to this important project.

This additional investment is a critical step forward in delivering essential infrastructure for Melbourne's rapidly growing northern corridor. Stage 2, which will see the construction of a second bridge over the Hume Freeway and the duplication of Donnybrook Road between the Hume Freeway and Dwyer Street, will significantly reduce congestion and improve traffic flow for local and regional communities.

Our community has been vocal in the importance of funding new lanes over the Hume Freeway both in feedback to the Victorian Government but also to Council so we commend both levels of Government for their investment to address significant congestion in our city's north.

Thank you again for your ongoing support for this important project. Council would appreciate being kept informed of project timelines and milestones as works progress.

Yours sincerely,

A handwritten signature in black ink that reads 'Moore' in a cursive script.

**CR CARLY MOORE
MAYOR**

– OFFICE OF THE MAYOR –



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Our File: HCC21/850
Enquiries: Joel Kimber
Telephone: 9205 2200

Wednesday 3 June 2026

The Hon. Ros Spence
Minister for Roads and Road Safety
State Member for Kalkallo
PO Box 132
Craigieburn VIC 3064

Via Email: ros.spence@parliament.vic.gov.au

Dear Minister,

RE: DONNYBROOK ROAD UPGRADE – STAGE 2

On behalf of Hume City Council, I would like to thank the Victorian Government for its commitment of \$7.7 million towards Stage 2 of the Donnybrook Road upgrade, complementing the Australian Government's significant investment in this project.

This funding will allow critical works to progress, including the construction of a second bridge over the Hume Freeway and the duplication of Donnybrook Road between the Hume Freeway and Dwyer Street. These improvements will play a vital role in reducing congestion and improving traffic flow across one of Hume's most important transport corridors.

Our community has been vocal in the importance of funding new lanes over the Hume Freeway both in feedback to the Victorian Government but also to Council so we commend both levels of Government for their investment to address significant congestion in our city's north.

The Victorian Government's contribution, alongside the Australian Government's funding, reflects a strong commitment to supporting growth areas and delivering the infrastructure needed to maintain liveability and connectivity for our community.

Thank you again for your ongoing support for this important project. Council would appreciate being kept informed of project timelines and milestones as works progress.

Yours sincerely,

A handwritten signature in blue ink that reads 'Moore'.

CR CARLY MOORE
MAYOR

– OFFICE OF THE MAYOR –

Our File: HCC21/850
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Telephone: 9205 2200



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Tuesday 9 June 2026

The Hon. Gabrielle Williams MP
Minister for Transport Infrastructure
PO Box 2392
MELBOURNE VIC 3000

Via Email: [REDACTED]

Dear Minister,

RE: TIMELINES FOR THE UPGRADE OF DONNYBROOK ROAD

I would like to acknowledge and thank the Victorian Government for its commitment to upgrading Donnybrook Road, a project of significant importance to our growing community.

Donnybrook Road serves as a key east–west connection for residents in one of the fastest-growing regions in Victoria. As population growth continues at pace, the existing road network is under increasing strain, with congestion, safety concerns and extended travel times impacting daily life for local families, workers and businesses.

While the commitment to deliver upgrades is strongly welcomed, the community is increasingly seeking clarity and certainty regarding when these improvements will be delivered. The timely completion of both Stage One and Stage Two is essential to ensure the infrastructure keeps pace with growth and provides the safe and efficient transport network our community urgently needs.

In this context, I respectfully request updated advice on:

- Expected timeframes for construction commencement of both Stage One and Stage Two,
- Anticipated completion dates for each stage, and
- Any relevant updates regarding sequencing of works.

Providing clear timelines will greatly assist in communicating with the community and reinforcing confidence that these long-awaited upgrades will be delivered in a timely manner.

We appreciate the Government’s investment in this vital corridor and look forward to seeing works progress as soon as possible to support the safety, connectivity and wellbeing of our growing community.

Thank you for your consideration, and I look forward to your response.

Yours sincerely,

A handwritten signature in black ink that reads "Moore". The signature is written in a cursive, flowing style.

**CR CARLY MOORE
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC26/688
Enquiries: Joel Kimber
Telephone: 9205 2200

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Tuesday 2 June 2026

The Hon. Matt Keogh
Minister for Veterans Affairs
PO Box 6022
House of Representatives
Parliament House
Canberra ACT 2600

Via Email: Matt.Keogh.MP@aph.gov.au

Dear Minister,

RE: FINANCIAL SUPPORT FOR THE BAIRD FAMILY

Hume City Council at its meeting on 25 May 2026 resolved that Council:

"Writes to the Department, Federal Minister for Veterans' Affairs, and relevant local MPs calling on the Commonwealth Government to reconsider this decision and continue supporting the Baird family in their important commemorative and veteran advocacy work."

Corporal Cameron Baird VC MG was one of Australia's most highly decorated soldiers, serving in East Timor, Iraq and Afghanistan with the 2nd Commando Regiment until he was killed in action in June 2013. During a Commando raid against insurgents, he demonstrated extraordinary bravery by exposing himself to enemy fire to protect his team, an act for which he was posthumously awarded the Victoria Cross.

Following the award in 2014, his parents, Doug and Kaye Baird, have worked tirelessly to preserve his legacy and honour the broader sacrifices of Australian service personnel. They have contributed extensively to public education through voluntary speaking engagements at schools, veterans' organisations, commemorative events and community forums. Their efforts have helped ensure that Corporal Baird's service and the values he embodied continue to be recognised and understood.

Council was made aware of the withdrawal of Commonwealth funding for the family to travel and continue to preserve their son's legacy by telling his story and educating the wider Australian community of his commitment to help protect our nation.

The Hume City community greatly appreciates your Government's decision to overturn this matter, enabling the Baird family to continue their positive contributions to the broader Australian community. Your leadership ensures that future generations will continue to learn about the bravery of Corporal Cameron Baird.

Yours sincerely

A handwritten signature in black ink that reads 'Moore' in a cursive script.

**CR CARLY MOORE
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/767
Enquiries: Emanuela Camera
Telephone: [REDACTED]

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Monday 1 June 2026

The Hon. Natalie Suleyman
Minister for Tourism
Level 36
121 Exhibition Street
MELBOURNE VIC 3000

Via Email: [REDACTED]

Dear Minister

RE: SUPPORT FOR THE VISITOR ECONOMY IN GREATER MELBOURNE

Hume City Council at its meeting on 11 May 2026 resolved that Council:

"Write to the new Victorian Minister for Tourism The Hon. Natalie Suleyman to outline the strength and diversity of Hume's tourism economy and the need for there to be a focus on greater support for growth areas that fall between Melbourne and the regions where there is currently a gap and ask the Minister to ensure tourism benefits are given due consideration in any future planning applications."

On behalf of Hume City Council, I would like to congratulate you on your recent appointment as Victoria's Minister for Tourism.

Located in Melbourne's North, Hume City is proud to play a leadership role in Victoria's competitive tourism landscape. Boasting diverse attractions, natural assets, wineries, cultural richness and unique accommodation, the Visitor Economy is one of Hume City's largest economic drivers.

With an output of over \$8 billion and contributing to 15,000 jobs, Hume City is seeing strong momentum in tourism growth, industry collaboration and private sector investment contributing to the economic prosperity of the city and amenity for residents and visitors alike.

Council has adopted a proactive supply and demand approach to supporting the local Visitor Economy through a range of strategic pillars aligned with the State Government. These include dedicated resourcing to support tourism investment facilitation that stimulates diverse tourism products and experiences and supports employment growth; destination branding and marketing to drive awareness, visitation and spend, as well as strong industry engagement and partnerships to build local business capability.

Hume City is supported by a strong network of proactive Visitor Economy operators delivering quality experiences across food, agritourism, leisure, entertainment, sports, accommodation and cultural tourism. These operators are increasingly collaborating,

2/...

innovating and contributing to a stronger destination identity for Hume and Melbourne's north-western growth corridor.

With Melbourne Airport at its doorstep, close proximity to both growing areas of outer Melbourne and the CBD and home to an increasingly diverse range of visitor experiences including recent investments such as URBNSURF Melbourne, AFL Max, Goona Warra Estate, Mamong Estate and Novotel/Ibis Melbourne Airport, Hume City is well positioned as competitive visitor destination.

Within this environment, there is a strong opportunity for further investment, employment and visitation growth. Currently there is limited state-led support available for metropolitan visitor destinations compared with regional Victoria and many funding programs are not accessible to Greater Melbourne operators. Hume City Council encourages the Victorian Government to consider a more balanced approach to tourism policy, advocacy and investment that recognises the strategic importance of both regional and metropolitan visitor economies.

Greater Melbourne would benefit by being formally recognised as a strategic pillar within Victoria's visitor economy framework and strategies, supported through expanded organic and cooperative marketing opportunities via Visit Victoria, as well as the establishment of a body such as a Greater Melbourne Visitor Economy Partnership, to strengthen collaboration between government, councils and industry and drive sustainable visitor economy growth across metropolitan Melbourne.

Hume City Council welcomes the opportunity to work collaboratively with you on these ideas even as a pilot to strengthen the focus on outer suburbs as a focus area in Victoria's Visitor Economy. We would value an opportunity to meet with you to discuss the importance of enhancing Greater Melbourne's role in the visitor economy. Council's Head of Government Relations and Advocacy, Joel Kimber, can be contacted on [REDACTED] to convene a mutually convenient time.

I look forward to hearing from you with respect to this matter – one that contributes significantly to the state and the country.

Yours sincerely,



CR CARLY MOORE
MAYOR

cc:

Mr Josh Bull MP, State Member for Sunbury
Ms Kathleen Matthews-Ward, State Member for Broadmeadows
Mr Evan Mulholland, Member for Northern Metropolitan Region
The Hon. Ros Spence, State Member for Kalkallo
Mr Iwan Walters MP, State Member for Greenvale

– OFFICE OF THE MAYOR –

Our File: HCC26/888
Enquiries: Joel Kimber
Telephone: 9205 2200



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Tuesday 2 June 2026

The Hon. Tanya Plibersek
Minister for Social Services
PO Box 6022
House of Representatives
Parliament House
Canberra ACT 2600

Via Email: [REDACTED]

Dear Minister,

RE: AUSTRALIAN BILL OF RIGHTS

Hume City Council at its meeting on 25 May 2026 resolved that Council:

"Write to the Federal Government to emphasise the importance of universally advancing social justice and human rights, and to advocate for the development of an Australian Bill of Rights."

In 2001 Hume City Council was the first Council in Australia to develop and adopt a *Social Justice Charter*. In 2004, Council further demonstrated its leadership in social justice by adopting the Hume Citizens Bill of Rights, ahead of the Victorian Charter of Human Rights and Responsibilities Act 2006.

We developed these strategic frameworks in response to the needs of our local community – needs that are felt all over the country. Council believes there is a greater role for the Australian Government to play in developing an *Australian Bill of Rights* to take a nationwide approach to social justice and human rights because it ensures equal protection for all people, regardless of where they live.

By showing this type of leadership, the Australian Government can help create meaningful change that improves opportunities and outcomes for people of all ages, genders and cultures.

We would welcome the opportunity to discuss this matter with you. Council will be attending the Australian Local Government Association's National General Assembly in Canberra from 23–25 June. Should you be available, please contact Joel Kimber, Head of Government Relations and Advocacy, on [REDACTED] to arrange a mutually convenient time.

I look forward to your response in relation to this matter.

Yours sincerely

CR CARLY MOORE
MAYOR



The Hon Ros Spence MP

Minister for Roads and Road Safety
Minister for First Peoples
Minister for Community Sport

GPO Box 4356,
Melbourne, Victoria 3001 Australia
Telephone: 1300 622 308
djsir.vic.gov.au

Dear Mayor

I am pleased to inform you that I recently opened the 2026-27 Local Sports Infrastructure Fund to applications from Local Government Authorities and Alpine Resorts Victoria.

The Local Sports Infrastructure Fund is a competitive Victorian Government investment program that supports the planning and development of high-quality, accessible community sport and active recreation infrastructure. It helps implement the Victorian Government's commitment to helping more people enjoy the many benefits of physical activity and participating in sport and active recreation.

This is achieved by supporting Victorians, particularly those impacted by natural disasters, in socio-economically disadvantaged communities, and groups who participate less, such as women and girls, to become and stay physically active.

I strongly encourage your staff to liaise directly with their Sport and Recreation Victoria representative for further information and for assistance with the project and application development process.

The 2026-27 Local Sports Infrastructure Fund Guidelines outlining funding streams, eligible projects, assessment criteria, application requirements, and additional resources, are available online at: sport.vic.gov.au/funding/local-sports-infrastructure-fund.

I look forward to seeing many high-quality applications submitted to the 2026-27 Local Sports Infrastructure Fund.

Yours sincerely

The Hon. Ros Spence MP
Minister for Community Sport

29/05/2026

Cc: Chief Executive Officer



Hon Michaela Settle MP

Minister for Regional Development
Minister for Agriculture

PO Box 500, East Melbourne
Victoria, 8002 Australia

MIN-260401951

Cr Carly Moore
Mayor
Hume City Council
CarlyM@hume.vic.gov.au

Dear Mayor

Thank you for your email of 30 March 2026 to the former Minister for Agriculture, the Hon. Ros Spence MP, about state-level support for Second Chance Animal Rescue (SCAR). Minister Spence has asked that I respond in my capacity as current Minister for Agriculture.

The Victorian Government appreciates the dedicated work being carried out by SCAR in caring for the beloved pets of Victorian families.

The former Minister for Agriculture recently awarded \$17,620 to enable SCAR to expand cat-housing capacity and accommodate up to 372 more cats each year.

Since 2012, the Victorian Government has awarded funds totalling more than \$770,000 to SCAR under the Animal Welfare Fund Grants program to support provision of low-cost desexing for pets owned by vulnerable and disadvantaged Victorians, provision of emergency food, boarding and veterinary care for pets of people experiencing crisis or domestic family violence, and assistance with costs of preparing dogs and cats for rehoming.

There are approximately 200 organisations in Victoria providing care and rehoming for companion animals, many of which rely on donations and volunteer time. In view of the pressures being experienced across the pet rehoming sector, the government is unable to commit to providing recurrent funding to a single organisation to support rehoming activities.

Future funding opportunities will be offered through the Animal Welfare Fund Grants program. As part of a \$5 million commitment in the 2023–24 State Budget, government has allocated funds for a further grant round to support pet shelters and companion animal rescue and rehoming organisations in the next year.

I encourage SCAR to visit the Animal Welfare Victoria website for details of forthcoming grant rounds. Should you require further information about animal welfare grants, please contact Lucas Brown, Senior Project Officer, Animal Welfare Program Delivery, the Department of Energy, Environment and Climate Action via email at [REDACTED]

Thank you for raising this matter with me.

Yours sincerely

A handwritten signature in black ink, appearing to be 'M. Settle', with a stylized flourish at the end.

Hon Michaela Settle MP
Minister for Regional Development
Minister for Agriculture

23/06/2026



18 June 2026

Mayor

Cr. Carly Moore

Hume City Council

PO Box 119

Dallas, VIC 3047

Dear Mayor Moore,

I am writing today to express my support for the proposed name amendment concerning Tullamarine Community Hall (as it is currently known), to its original Tullamarine War Memorial Hall.

Local advocate Caroline Torode has met with me to discuss this matter, and I am confident that the proposed amendment is a necessary and positive step towards acknowledging and respecting the rich service history of the Tullamarine community, and surrounds, and it for this reason I have chosen to formally lodge my support.

Social identity is integral to fostering cohesive, collaborative and respectful communities. When we observe, respect and connect our spaces to achievements, challenges and history that has shaped us, we as a society can continue to build on our shared experiences and connection now and into the future. Amending the identity of the Tullamarine Community Hall to its former, more suitable, moniker, will revitalise this space to become a place of shared respect, identity and kinship for generations to come.

Yours sincerely,

Josh Bull MP
State Member for Sunbury
Parliamentary Secretary to the Treasurer
Parliamentary Secretary for Infrastructure Delivery



📍 Suite 4, Sunbury Corporate Centre, 33-35 Macedon St, Sunbury VIC 3429
 ☎ 9740 4091 ✉ josh.bull@parliament.vic.gov.au
 📘 JoshBullMP 📱 @josh4sunbury 🌐 joshbull.com.au



26 May 2026

Mayor Carly Moore
Hume City Council
1079 Pascoe Vale Road
Broadmeadows VIC 3047

Dear Mayor Moore and Councillors,

**Re: Support for the Tullamarine Community – Tullamarine War Memorial Hall Renaming
and Tullamarine Library Upgrade**

I write to Hume City Council in my capacity as the Federal Member of Maribyrnong to express my support for two matters of considerable importance to the residents of Tullamarine. I do so at the request of a long-standing Tullamarine resident and community advocate, Caroline Torode, and in recognition of the legitimate concerns they have raised on behalf of the broader Tullamarine community.

I understand that Tullamarine’s community hall was originally established by local residents as a war memorial to honour the fifteen Tullamarine men who served in the Second World War, including two who made the ultimate sacrifice and never returned to their community. The hall was funded not by the then City of Keilor, but by the residents of Tullamarine themselves – through direct financial contributions collected weekly from letterboxes during the latter half of the 1960s by the Tullamarine Progress Association. This is a remarkable act of community-led commemoration that deserves to be recognised and preserved.

It is therefore a matter of genuine concern that Hume City Council changed the hall’s name to “Tullamarine Community Hall” during the 1990s without community consultation, effectively erasing the commemorative significance of this local landmark. The name change, however well-intentioned at the time, has meant that the hall’s original purpose – to serve as a living memorial to Tullamarine’s Second World War servicemen – is no longer reflected in its public identity.

I note that Hume City Council itself agreed in June 2025 to restore the hall’s original name, only to reverse that decision in December 2025 due to a cost of approximately \$1,500 to update exterior signage and printed materials. I must be candid: I find it difficult to reconcile the significance of this act of community remembrance with the decision to forgo it.



P: 03 9326 1300

E: jo.briskey.mp@aph.gov.au

A: Suite 1A, 12 Hall St, Moonee Ponds Victoria 3039

 BriskeyJ  jobriskey



I am aware that a community petition – gathering over 270 online signatures and approximately 130 physical signatures to date, with support from the Glenroy RSL, the Broadmeadows Museum, and local businesses along Melrose Drive – is being compiled for presentation to the Hume City Council meeting scheduled for Monday, 22 June 2026. The breadth of community support for this cause speaks clearly to its importance.

I respectfully urge Hume City Council to:

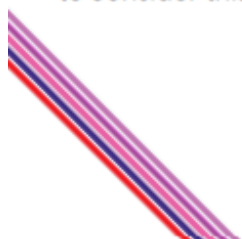
- Reverse its December 2025 decision and formally restore the hall’s name to “Tullamarine War Memorial Hall”;
- Allocate the necessary funding – understood to be in the order of \$1,500 – within the 2026/27 Budget to update exterior signage and Council’s printed and digital materials accordingly.

I also write in support of calls for Hume City Council to include funding in its 2026/27 Budget for a concept plan and genuine community consultation regarding the long-overdue upgrade and modernisation of the Tullamarine Library.

Built in the 1970s by the former City of Keilor, the Tullamarine Library has received no significant upgrade or modernisation in over 50 years of operation. Today, it is the smallest library in the Hume Library Network at just 85 square metres – a single room – representing a significant shortfall against the 468 square metres identified in the Hume Library Plan as the appropriate standard. It also operates the fewest hours of any library in the network, open for only 20 hours per week, with full-day service available only on Wednesdays.

These constraints have real consequences for Tullamarine residents. Families with young children are required to travel to libraries in neighbouring suburbs to access programs such as Baby Bounce and Italian Story Time. Elderly residents – a rapidly growing cohort in Tullamarine – rely on the library for social connection, information access, and community engagement through programs such as the Chatty Café. For many in the community, particularly those without private transport or ready access to technology, the library is not a convenience. It is essential.

I am not advocating for immediate redevelopment. I am asking, alongside the Tullamarine community, that Hume City Council take the first reasonable step: commission a concept plan and undertake meaningful community consultation to understand what Tullamarine residents need from their library now and into the future. I note that the Living Libraries Infrastructure Program may be available to support this work, and I would encourage Council to consider this avenue.



P: 03 9326 1300

E: jo.briskey.mp@aph.gov.au

A: Suite 1A, 12 Hall St, Moonee Ponds Victoria 3039

BriskeyJ jobriskey



Both matters I have raised in this letter reflect the same underlying principle: that the Tullamarine community deserves to be heard, respected, and invested in. I have every confidence that Hume City Council shares this commitment, and I look forward to seeing both issues resolved in a manner that honours the history, needs, and aspirations of Tullamarine residents.

I thank you for your consideration of this letter and remain available should you wish to discuss either matter further.

Yours sincerely,

Jo Briskey MP
Federal Member of Maribyrnong

**Anasina Gray-Barberio MLC**

State Member for Northern Metropolitan Region

G13-15, 288 Albert Street, Brunswick, VIC 3056

Electorate office phone: (03) 9348 2622

E: anasina.gray-barberio@parliament.vic.gov.au

Date: 23 June 2026

Re: Upfield Soccer Club – Women's Facilities and Masterplan

Dear Mayor Moore,

I am writing to you on behalf of the Upfield soccer club to seek further information following a recent in person visit I had with the President and leadership of the Women's team to their home ground. I am requesting an update regarding two matters that are important to these local Hume members and their wider community.

Firstly, the club was previously advised by Hume council and in your 25/26 budget, they would be provided with portable facilities worth approximately \$250,000 to support the growth of the club. To date, they have not received any concrete information on when these facilities will be delivered or whether the commitment remains in place. Currently the women's team do not have an adequate place to be used as a change room, and this is really impacting participation.

Secondly, I understand that a master plan – Hume Football (Soccer) Plan which is available on your website has no updates since the consultation was undertaken last year. We would appreciate clarification on its status and when the outcome will be available to the community. Can you provide to myself and the club what the status is of this plan following consultation with the stakeholders?

Upfield soccer club continues to experience exponential growth but have had to recently cap membership at 450 as they do not have capacity, and access to appropriate facilities.

We would appreciate a response outlining the status of both the portable facilities and the master plan.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anasina Gray-Barberio'.

Anasina Gray-Barberio
State Member for Northern Metropolitan Region

**The Hon. Paul Hamer MP**

Minister for Local Government
Minister for Youth Justice
Minister for Corrections

Level 16, 121 Exhibition Street
Melbourne Victoria 3000
Telephone: 1300 315 189

Our ref: BMIN-260300006

Cr Carly Moore
Mayor
Hume City Council
By email: carlym@hume.vic.gov.au

WARD BOUNDARY REVIEWS

Dear Mayor

I am writing to inform you that the Victorian Electoral Commission (VEC) has advised that Hume City Council will have one or more wards likely to vary by more than 10 per cent from the average number of voters per councillor for all wards by the time of the 2028 local government elections.

In accordance with section 17(2) of the *Local Government Act 2020* (Act), I have requested that the VEC conduct a ward boundary review for your council prior to the 2028 elections.

The VEC will manage the review process, including public consultation. Under the Act, councils are required to pay the reasonable costs associated with ward boundary reviews undertaken by the VEC. The VEC will contact your council directly to provide further information about the process and associated costs.

I appreciate that many councils paid for reviews resulting in changes to their electoral structure prior to the 2024 elections. The Act's electoral representation framework is designed to ensure that a council's electoral structure provides fair and equitable representation and facilitates good governance. Ward boundary reviews ensure that as populations across a municipality change, a council's electoral structure still meets the Act's requirements.

OFFICIAL



If you have any questions about my request for the VEC to conduct ward boundary reviews, please contact Lisa Gandolfo, Deputy Secretary, Consumer Affairs and Local Government Victoria on [REDACTED] Any queries about the ward boundary review process should be directed to the VEC in the first instance on 131 832 or at: info@vec.vic.gov.au.

Yours sincerely



The Hon. Paul Hamer MP
Minister for Local Government
Minister for Youth Justice
Minister for Corrections

04 / 06 / 2026

CC: Ms, Sheena Frost, Chief Executive Officer, Hume City Council,
sheenaf@hume.vic.gov.au

REPORT NO:	9.1
REPORT TITLE:	NOM26/22 - Cr Karen Sherry - Data Centres
SOURCE:	Ruth Robles McColl, Manager Strategic Projects & Places
DIVISION:	Planning, Places & Delivery
FILE NO:	HCC26/688
POLICY:	-
ATTACHMENTS:	Nil

I hereby request that pursuant to Council's Governance Rules and Code of Conduct for Councillors that the following motion be included in the Agenda of the next Council Meeting.

1. BACKGROUND INFORMATION

Data centres are an emerging and increasingly significant form of infrastructure across metropolitan Melbourne, regional Victoria and in other Australian states. Community interest in their potential impacts, including energy use, water consumption, traffic, employment outcomes and planning controls, has grown as more facilities have been proposed and developed.

At the Australian Local Government Association (ALGA) National General Assembly in May, Hume City Council successfully moved a resolution that the Australian Government establish a nationally consistent, performance-based policy and regulatory framework for Data Centres. This is because a national conversation needs to be had about Data Centres, on their social, technological and environmental impacts.

Locally, the Broadmeadows Progress Association (BPA) has raised concerns and there is other significant community interest regarding the establishment and operation of data centres within our municipality. The BPA have advocated for greater community awareness and engagement on the issue. To support this objective, BPA has requested Council assistance in delivering a community forum that would enable balanced information sharing and discussion. The proposed forum would be community-led and could include participation from relevant agencies and industry representatives, where appropriate.

2. RECOMMENDATION:

That Council:

- 2.1 Notes the community interest in data centres.**
- 2.2 Acknowledges the advocacy of the Broadmeadows Progress Association in seeking greater community awareness and engagement on this matter.**
- 2.3 Supports the delivery of a community led forum regarding data centres through the provision of appropriate in-kind support.**

3. OFFICER COMMENTS

Officers note the increasing community interest in data centres and the request from the Broadmeadows Progress Association for Council assistance in facilitating a community led forum. While data centre proposals are generally considered through established statutory planning processes, the proposed forum would provide an opportunity to support community awareness and discussion on the issue. If adopted, officers would work with the Broadmeadows Progress Association to determine appropriate in kind support for the delivery of the forum.

REPORT NO:	9.2
REPORT TITLE:	NOM26/23 - Cr Naim Kurt - Open Platform For Community Submissions and Ideas
SOURCE:	Andrea Taylor, Manager Organisational Performance & Strategy
DIVISION:	Organisational Performance
FILE NO:	HCC26/688
POLICY:	-
ATTACHMENTS:	Nil

I hereby request that pursuant to Council's Governance Rules and Code of Conduct for Councillors that the following motion be included in the Agenda of the next Council Meeting.

1. BACKGROUND INFORMATION

Under the Local Government Act 2020 all Council's must adopt a Community Engagement Policy that applies to Councils Local Laws, Budget, Policy Development, the type and form of engagement and process for informing the community on the outcome of community engagement.

Currently, engagement at Hume is often limited to set consultation periods. When community groups and residents raise issues, Councillors have to direct them to submit it as a Community Idea for a future Council Plan or Budget, when the submissions open, which sometimes can be 6-9 months ahead of when an issue is initially raised with a local Councillor, or to a Future Strategy when it is reviewed in 3 to 5 year's time.

Historically The Community Ideas tab, has also opened in different months between October and March, meaning it is not standardised and difficult to advise the community when they must formally table their idea.

A continuous submission platform would provide residents with an accessible way to share ideas and feedback at any time, improving transparency and community participation.

Council would still undertake formal Community Consultation on Ideas for the Budget and Council Plan and include a cutoff period in preparation for draft budget and plan, but having an open platform would ensure an easier process to log ideas as they emerge throughout the year and considered in future planning cycles.

2. RECOMMENDATION:

That Council:

2.1 Notes That Council requests officers to investigate establishing a year-round, continuously open platform for community submissions and ideas.

3. OFFICER COMMENTS

Officers note that work is currently underway to review and improve the community ideas engagement process for the development of Council's 2027/28 work program and budget. This work is scheduled to be discussed with Council at a Council briefing on 17 August 2026.

REPORT NO:	9.3
REPORT TITLE:	NOM26/24 - Cr Naim Kurt - Renaming Tullamarine Shopping Centre/Melrose Drive Shops as Tullamarine Village
SOURCE:	Holly De Kretser, Manager Governance & Property
DIVISION:	Organisational Performance
FILE NO:	HCC26/688
POLICY:	-
ATTACHMENTS:	Nil

I hereby request that pursuant to Council's Governance Rules and Code of Conduct for Councillors that the following motion be included in the Agenda of the next Council Meeting.

1. BACKGROUND INFORMATION

The original Parish of Tullamarine was first surveyed in 1842, with much of the land sold soon after. By 1850, most allotments were used for farming, with the village centre emerging along Victoria street & Bulla Road (now Melrose Drive) at the junction of Broadmeadows, Bulla, and Keilor shires. The original Tullamarine Village included a hotel, post office, schools, and churches.

By the 1950s, Tullamarine Village had developed into an agricultural and residential township, but significant land acquisitions for the Tullamarine Airport led to the relocation of key sites, including the Tullamarine Primary School in 1961, and a gradual loss of the village identity.

Following discussions with the local community, there is strong support to see a return of the historic "Tullamarine Village" name to the social hub of the community along Melrose Drive, which is informally known as Tullamarine Shopping Centre or Melrose Drive Shops.

In the past our Council supported calls for the Old Broadmeadows Township to be known as Westmeadows Village and other precincts across Melbourne like Toorak Village & Fairfield Village have become key visitation precincts.

Recent council investments in seating and fairy lights has helped to improve the image of the area, and a return of the Village name would help restore community identity and enhance the area as a destination precinct.

Under the Place Names Policy, Council approval is required to consider a renaming process. This motion seeks support to investigate and commence that process.

2. RECOMMENDATION:

That Officers:

- 2.1 Prepares a report to Council with advice on what process should be followed for Council to consider renaming the Tullamarine Shopping Centre to Tullamarine Village.
- 2.2 The report should include advice on:
 - 2.2.1 Consulting with property owners, shop operators and members of the public on the proposed name change;

REPORT NO: 9.3 (cont.)

- 2.2.2 Reviewing what signage and other naming or locational information may need to be updated if the name change is approved;**
- 2.2.3 Whether any other external agency consultation or collaboration is required;**
- 2.2.4 Any other items that Council is recommended to take into consideration.**

3. OFFICER COMMENTS

If the recommendation proposed in this Notice of Motion is adopted by Council, the requested report will be provided within the next 2 months with reference to Council's Place Names Policy.

REPORT NO:	10.1
REPORT TITLE:	PJL325 - Petition - 28 Neill Street & 86 Ligar Street Sunbury - Objection to Proposed Child Care Centre and Parking Area - P25985
SOURCE:	James McNulty, Manager Planning and Development
DIVISION:	Planning, Places & Delivery
FILE NO:	HCC25/688

A petition has been received regarding, and is considered compliant under the Governance Rules, containing at least 12 signatures. The petition is PJL325 - Petition - 28 Neill Street & 86 Ligar Street Sunbury - Objection to Proposed Child Care Centre and Parking Area - P25985.

RECOMMENDATION:

That the Petition be received, circulated to Councillors, and the first named signatory of the petition be advised that the matter has been referred to the Manager Planning and Development.