



**ORDINARY COUNCIL (TOWN PLANNING) MEETING OF  
THE HUME CITY COUNCIL**

**MONDAY, 20 DECEMBER 2021**

**7.00PM**

**HUME GLOBAL LEARNING CENTRE,  
CRAIGIEBURN**

**OUR VISION:**

*Hume City Council will be recognised as a leader in achieving social, environmental and economic outcomes with a common goal of connecting our proud community and celebrating the diversity of Hume.*

An audio recording of this meeting of the Hume City Council will be recorded and published in accordance with Council's Audio Recordings of Council Meetings Policy. The live stream of this meeting will not be recorded or published.





# HUME CITY COUNCIL

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**Notice of an  
ORDINARY COUNCIL (TOWN PLANNING) MEETING OF THE HUME CITY COUNCIL**  
to be held on Monday, 20 December 2021  
**at 7.00PM**  
at the Hume Global Learning Centre, Craigieburn

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To:	a: Council	Cr Carly Moore Cr Sam Misho Cr Joseph Haweil Cr Jack Medcraft Cr Jarrod Bell Cr Trevor Dance Cr Chris Hollow Cr Jodi Jackson Cr Naim Kurt Cr Jim Overend Cr Karen Sherry	Mayor Deputy Mayor
	b: Officers	Ms Sheena Frost Mr Hector Gaston Mr Michael Sharp Ms Roslyn Wai  Mr Peter Waite Mr Daryl Whitfort	Chief Executive Officer Director Community Services Director Planning and Development Director Communications, Engagement and Advocacy Director Sustainable Infrastructure and Services Director Corporate Services

## ORDER OF BUSINESS

### 1. ACKNOWLEDGEMENT OF THE TRADITIONAL CUSTODIANS OF THIS LAND

*"Hume City Council recognises the rich Aboriginal heritage within the municipality and acknowledges the Wurundjeri Woi Wurrung, which includes the Gunung Willam Balluk clan, as the Traditional Custodians 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 the existing family members of the Wurundjeri Woi Wurrung and to Elders past, present and future."*

### 2. PRAYER

*"Almighty God, we humbly beseech Thee to vouchsafe Thy blessing upon this Council. Direct and prosper its deliberations to the advancement of Thy glory and the true welfare of the people of the Hume City."*

Amen

### 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. CONDOLENCE MOTIONS****6. PRESENTATION OF AWARDS**

1. Departing Manager - Manager Capital Works & Building Maintenance
2. Departing Director Director Communications, Engagement and Advocacy

**7. NOTICES OF MOTION****NOM420 Notice of Motion – Cr Joseph Haweil**

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 Ordinary (Town Planning) Council Meeting.

**RECOMMENDATION:****THAT Council:**

1. Notes the budget submission made by the Upfield Soccer Club, dated 23 December 2020 requesting commencement of a Masterplan process for Gibb Reserve Dallas.
2. Approves the commencement of a Masterplan for Gibb Reserve Dallas in the 21/22 Financial Year.
3. Engages with the Upfield Soccer Club on its aspirations for the site including female change rooms and the development of a third full sized synthetic soccer pitch.
4. Consults other facility users on their aspirations for the site.

**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.

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**9. CLOSURE OF MEETING**

**SHEENA FROST  
CHIEF EXECUTIVE OFFICER**

**16/12/2021**

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<b>REPORT NO:</b>	SU613
<b>REPORT TITLE:</b>	Forest Red Gum Drive, Mickleham
<b>SOURCE:</b>	Kieran Hogan, Engineer
<b>DIVISION:</b>	Sustainable Infrastructure and Services
<b>FILE NO:</b>	-
<b>POLICY:</b>	-
<b>STRATEGIC OBJECTIVE:</b>	4.3 Create a connected community through efficient and effective walking, cycling, public transport and car networks.
<b>ATTACHMENT:</b>	1. <i>Locality Plan</i>

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**1. SUMMARY OF REPORT:**

- 1.1 This report is in response to a Notice of Motion NOM413 on 26 April 2021, which requested a report be prepared to provide background information on the opening of Forest Red Gum Drive to through traffic at its northern end and any subsequent issues arising from the increased traffic volume including speeding and road condition. The report also considers measures to mitigate traffic speed and volume and any potential upgrades to the road surface and pedestrian/bicycle infrastructure.

**2. RECOMMENDATION:**

That Council:

- 2.1 Consult with affected residents to seek their views on pedestrian and cycle facilities and to inform them of the future road network, including the extension of Aitken Boulevard that will alleviate pressure on Forrest Red Gum Drive.
- 2.2 Refer \$300,000 to Councils 2022/23 Capital Works Program for consideration to construct a footpath along the length of Forest Red Gum Drive from Mt Ridley Road to Torrance Street.
- 2.3 Note that a concrete shared path as an alternative to footpath is estimated to cost approximately \$900,000, with the balance of funding required in 2023/24 if this option is pursued.
- 2.4 Note that Councils 2021/22 Responsive Road Safety Works Budget will fund:
- 2.4.1 The installation of 50km/h speed limit signs along the length of Forest Red Gum Drive to reinforce the existing speed limit.
- 2.4.2 The installation of Kangaroo Warning signage along the length of Forest Red Gum Drive due to the presence of kangaroos in the area and recent crashes involving kangaroos.
- 2.4.3 The installation of a centre line and raised reflective pavement markers along the section of Forest Red Gum Drive south of the Merrifield West PSP area to assist with delineation.
- 2.5 Note that Councils speed display trailer will be placed on Forest Red Gum Drive when the 50km/h speed limit signage is installed to reinforce the existing 50km/h speed limit.
- 2.6 Note that Council undertakes routine maintenance along Forrest Red Gum Drive and will upgrade any sections of road pavement as required.

**REPORT NO: SU613 (cont.)****3. LEGISLATIVE POWERS:**

- 3.1 Council has the power under the Local Government Act 2020; Road Safety (Traffic Management) Regulations 2019; Road Safety Road Rules 2009, and the Road Safety Act 1986 to install and modify traffic control devices on local roads where authority has been delegated to Council.

**4. FINANCIAL IMPLICATIONS:**

- 4.1 The installation of signage, centre line and raised reflective pavement markers on Forest Red Gum Drive will be funded through the Council's 2021/22 Responsive Road Safety Works Budget at an estimated cost of \$27,000.
- 4.2 Footpath construction works on Forest Red Gum Drive will be listed for funding through Council's 2022/23 Capital Works Program at an estimated cost of \$300,000. Additional funding would be required if a shared path is preferred.

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

- 5.1 There are no direct environmental implications as a result of this report.

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

- 6.1 There are no direct climate change implications as a result of this report.

**7. CHARTER OF HUMAN RIGHTS APPLICATION:**

- 7.1 The report aims to improve the safety and amenity of Forest Red Gum Drive, Mickleham. This enhances the protected rights under the Victorian Charter of Human Rights of individuals who use this area, including the right to freedom of movement and the right to life.

**8. COMMUNITY CONSULTATION:**

- 8.1 Residential properties within the section of Forest Red Gum Drive between Mt Ridley Road and the boundary of the Merrifield West PSP area, including any abutting roads, will be notified of the installation of reinforcing 50km/h speed limit signs on Forest Red Gum Drive. It is also proposed that consultation be undertaken with affected residents to seek their view on pedestrian and cycle facilities, as well as to inform them about the future road network.

**9. DISCUSSION:****9.1 Background**

- 9.1.1 Council, at its meeting on Monday 26 April 2021, raised a Notice of Motion NOM413. That Council:

1. *'Requests Officers to prepare a report for a public Council meeting to provide background information on Forest Redgum Drive, Mickleham. This report should explore the reasons behind the decision to open up the road to through traffic, issues arising from the increase of traffic including speed and road condition.'*
2. *'Requests Officers to investigate and prepare a report for Councils consideration on measures that Council can take to mitigate speed and traffic volumes, the installation of speed limit signs, potential upgrades to the road surface and pedestrian/bicycle infrastructure. This report should provide cost estimates and proposed capital works delivery timeframes.'*

- 9.1.2 Attachment 1 shows a locality plan of Forest Red Gum Drive and the surrounding current and future road network.

**REPORT NO: SU613 (cont.)**

**9.2 Existing Conditions**

9.2.1 There are two distinct sections of Forest Red Gum Drive. The southern section is semi-rural, and the northern section is urban. The existing conditions vary substantially and are addressed separately below.

9.2.2 Southern semi-rural section

- (a) The construction of this section of Forest Red Gum Drive occurred in 1999 to a rural road standard north of Mt Ridley Road. It was initially constructed to provide access to residential properties with a land size of more than 1 hectare. There are no existing pedestrian or cyclist facilities on this section of Forest Red Gum Drive.
- (b) The pavement design is approx. 430mm thick, including a spray seal to form two 3m wide traffic lanes with 1m wide unsealed shoulders.
- (c) The road pavement was designed as an access street which would typically have a desirable maximum daily traffic volume of 1,000 vehicles.
- (d) The Asset Management Team have advised that the pavement on this section of Forest Red Gum Drive is in relatively good condition, although the increased traffic is having an impact, particularly on the edge of the seal.
- (e) The pavement was re-sealed in December 2019.
- (f) The road has public street lighting along its length spaced approximately 70m apart.
- (g) The road meets the criteria for a built-up area as defined in the Road Safety Road Rules (2017). Therefore, a default speed limit of 50km/h applies on this road.
- (h) As part of the Craigieburn R2 PSP, the intersection of Mt Ridley Road and Highlander Drive is being upgraded to a four-leg roundabout that connects with Forest Red Gum Drive.
- (i) As part of the Merrifield West PSP Forrest Red Gum Drive was connected to the Merrifield West PSP area at its northern end.

9.2.3 Northern urban section within Merrifield West PSP

- (a) This Forest Red Gum Drive section was constructed in 2019 and 2020 to an Access Street Level 1 standard.
- (b) The pavement design is 530mm thick, which includes kerb and channel, and asphalt construction and trafficable width of 7.3m
- (c) The road pavement was designed as an access street which would typically have a desirable maximum daily traffic volume of 1,000 – 2,000 vehicles.
- (d) A 3m shared path abuts the reserve on the east side and a 1.5m footpath on the west's residential side.

**9.3 Community feedback**

9.3.1 The community raised concerns over the connection between Forest Red Gum Drive and the residential development area to the north within the Merrifield West PSP area, which included:

- (a) one expression of concern when construction commenced within the Merrifield West PSP area regarding the future connection to Forest Red Gum Drive.

**REPORT NO: SU613 (cont.)**

- (b) 13 expressions of concern since the connection of Forest Red Gum Drive was opened in December 2020 regarding vehicle and pedestrian safety because of the increase in traffic speeds and volumes.

**9.4 Inter Urban Break (IUB)**

- 9.4.1 The original section of Forest Red Gum Drive is within the inter urban break (IUB), comprising land between Mount Ridley Road, the Hume Highway, Mickleham Road, and the transmission lines to the north.
- 9.4.2 Councils' strategy for the future growth of the Hume Corridor over the next 30 years is set out in the Hume Corridor – Hume Integrated Growth Area Plan (HIGAP) and adopted by Council in December 2015. HIGAP identifies the IUB through Mickleham as strategically important to the Hume Corridor to retain significant ecological, landscape values and provision of lower density, rural living housing opportunities.
- 9.4.3 As per the Local Structure plan (1997) for the Inter Urban Break "It is envisaged that [Forest Red Gum Drive] will eventually extend beyond the Inter Urban Break northern boundary to provide access to the balance of Handen Holding's property". It is assumed that any further extension would adopt a similar development density, as Forest Red Gum Drive was only intended to be a local road.
- 9.4.4 Council has supported the Lindum Vale PSP to the west of the IUB providing future road connections between the Lindum Vale area and Forest Red Gum Drive. Council advocated for the connections to be designed in such a way to discourage urban traffic from travelling through the IUB area. This is of particular importance as it is the Councils position that the remainder of the IUB stays in its current form for the foreseeable future, as articulated in HIGAP.

**9.5 Connection of Forest Red Gum Drive North to Merrifield West PSP**

- 9.5.1 During the Merrifield West PSP planning stage, the former Metropolitan Planning Authority (currently Victorian Planning Authority) proposed a connection between Forest Red Gum Drive and the new development area.
- 9.5.2 At the time Council submitted comments on the proposal. Council did not support the Forest Red Gum Drive extension through the Mt Ridley Woodland Park but advised that if the connection was required, then the road be upgraded to an urban standard to accommodate the additional traffic.
- 9.5.3 Despite Council's request, the Minister for Planning approved the Merrifield West PSP in June 2012, including the road connection to Forest Red Gum Drive but with no requirement to upgrade the existing road.
- 9.5.4 Council engineers flagged the connection as being problematic in December 2018. However, as the connection was set out in the Merrifield West PSP, little could be done to stop the connection from occurring.
- 9.5.5 The connection between Forest Red Gum Drive and the Merrifield West area was opened in December 2020.

**9.6 Post opening of the Road Connection**

- 9.6.1 An automatic traffic survey was conducted on Forest Red Gum Drive in 2014 before the road connection into the Merrifield West PSP area. The survey detected an average daily traffic volume of 479 vehicles with an 85<sup>th</sup> percentile speed of 85.3km/h.
- 9.6.2 An automatic traffic survey was conducted in March 2021, after opening the road connection to the Merrifield West PSP area. The survey detected an average daily traffic volume of 4,782 vehicles with an 85<sup>th</sup> percentile speed of 67.6km/h.



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- 9.6.3 There has been an approximately 10-fold in vehicle traffic along Forest Red Gum Drive since the connection to the Merrifield West PSP area was opened.
- 9.6.4 While traffic speeds have reduced since the road connection to the north was established, the 85th percentile speed is still more than 15km/h over the default speed limit.
- 9.6.5 Council officers managing the roundabout construction at Mt Ridley Road, Highlander Drive and Forest Red Gum Drive have observed signs of deterioration in locations along the edge of the pavement near the Mt Ridley Road intersection since the re-seal in December 2019. These defects were observed in August 2021.
- 9.6.6 Other areas where deterioration occurred along the pavement's edge within the IUB were also observed. These defects were not observed in an aerial image from November 2020 before the road connection opening.
- 9.6.7 Residents have complained about the 'bumpiness' of the road. The high volumes of traffic and limited road width forcing vehicles to travel closer to the edge of pavement may have contributed to pavement undulations. However, pavement undulations are common on spray sealed roads.

**9.7 Ultimate Road Network**

- 9.7.1 New roads are planned to be constructed as part of the development of the area surrounding the IUB.
- 9.7.2 The Merrifield West PSP area is planned to connect to Mt Ridley road through the recently approved Lindum Vale PSP via a north/south connector road to be delivered as an extension of Brossard Road (refer to Attachment 1 for details). This road is estimated to be completed within 10 years.
- 9.7.3 There is currently a connection to Mickleham Road from the Merrifield West PSP area via Poppy Street which was constructed as a private temporary access road. This connection will be closed sometime in the future.
- 9.7.4 Aitken Boulevard will also be extended from Mt Ridley Road through to Donnybrook Road. This section will be delivered by MAB and is scheduled to be completed by late 2022 or early 2023. The section to the north of the IUB is within MAB's land and will be delivered by MAB as a developer contribution. The section through the IUB is on road reserve currently owned by the Department of Transport (DoT) and will be delivered by MAB, with funding to be reimbursed through the Growth Area Infrastructure Contribution (GAIC). Funding from GAIC will also be used to acquire the road reserve from DoT to transfer it to Council.
- 9.7.5 When complete, Aitken Boulevard will provide a direct north-south link between Donnybrook Road and Mt Ridley Road that will connect to the existing section of Aitken Boulevard. This will provide a higher-grade connector road for traffic heading further south into Craigieburn and Roxburgh Park.

**9.8 Pedestrian/Cycling Analysis**

- 9.8.1 The presence of table drains along the original section of Forest Red Gum Drive in the IUB means there is no suitable location for pedestrians to walk on the nature strip. The unsealed shoulders and road provide the most desirable location for pedestrians to walk.
- 9.8.2 Cyclists would be required to ride on the road pavement or the unsealed shoulder.
- 9.8.3 Before the connection of Forest Red Gum Drive and the Merrifield West PSP area, residents have advised that pedestrians and cyclists felt a level of safety while walking/cycling on the road due to the low vehicle volumes.

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- 9.8.4 The recent increase in vehicle volume means pedestrians are close to more vehicles, and vehicles may not always be able to partially travel in the opposite traffic lane while passing pedestrians.
- 9.8.5 This has led to increased risk to pedestrians and cyclists travelling along Forest Red Gum Drive within the IUB even though the traffic speed has decreased since the road was opened to through traffic.
- 9.8.6 Forest Red Gum Drive within the Merrifield West PSP area has a shared path on the eastern side adjacent to Mt Ridley Woodland Reserve and a footpath on the western side.
- 9.8.7 Several options have been considered to provide pedestrian and cycling facilities on Forest Red Gum Drive. These options are explored in more detail below.
- 9.8.8 Construct off-road 2.5 metre wide shared path**
- (a) An off-road 2.5 metre wide shared path could be provided to accommodate pedestrians and cyclists. The width of the path may require the table drain to be re-aligned or converted to sub-surface drainage.
- (b) The expected cost of a 2.5 metre wide shared path is \$840,000, which includes \$420,000 for the path itself and an additional \$420,000 for drainage modifications.
- 9.8.9 Construct 1.5 metre wide footpath**
- (a) A 1.5 metre pedestrian footpath can be incorporated into the road reserve without a significant impact on existing drainage. Some sections of the table drain may need to be realigned.
- (b) Cyclists would be required to share the road with vehicles, which is acceptable due to the low volume of cyclists and speed limit of 50km/h along the road. Aitken Boulevard will include a shared path and this will also provide another route for cyclists when it opens.
- (c) The cost of a 1.5m wide footpath is expected to be approximately \$300,000.
- 9.8.10 The appropriate treatment for pedestrians and cyclists depends on the vehicle volumes and what treatments are implemented to address the more significant traffic volumes and speeds on Forest Red Gum Drive.
- 9.8.11 The continuation of the off-road shared path along Forest Red Gum Drive would provide a sustainable transport route from the shared path within Merrifield West PSP to connect with the shared path at the intersection of Mt Ridley Road, which continues south on Highlander Drive.
- 9.8.12 However, a shared path would not be in line with the semi-rural intention of the IUB and the planning of the local area intended to provide sustainable transport options along Aitken Boulevard and the proposed north/south connector road to be delivered as part of the Lindum Vale PSP.
- 9.8.13 A footpath could be provided with less impact on the road environment. Cyclists would need to share the road with vehicles.
- 9.8.14 It is recommended that abutting residents are consulted regarding any plans for pedestrian/cycling infrastructure on Forest Red Gum Drive. If the residents are in favour of a footpath or shared path, further investigation could be undertaken to determine the scope of works required. The project cost would then be clarified, however, to enable works to commence as soon as practicable it is recommended that \$300,000 be referred to Councils 2022/23 Capital Works Program for consideration. This is the estimated cost to construct a footpath along the length of Forest Red Gum Drive from Mt Ridley Road to Torrance Street. If the scope increases beyond this, further funding could be considered in 2023/24.

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9.9 Vehicle Traffic analysis

- 9.9.1 The traffic report available in the Merrifield West PSP documents does not model any connection with Forest Red Gum Drive and therefore does not model volumes along this road.
- 9.9.2 The section of Forest Red Gum Drive within the Merrifield West PSP area was constructed as an Access Street Level 1, which has a design traffic volume of 1,000-2,000 vehicles per day.
- 9.9.3 Forest Red Gum Drive currently offers the only southern access to the Merrifield West PSP area. With fully developed communities to the south, Forest Red Gum Drive provides the most direct route to access these locations.
- 9.9.4 There is also a preference to use Forest Red Gum Drive instead of Mickleham Road due to arterial road congestion and the shorter travel distance and time.
- 9.9.5 For example, Google Maps identifies Forest Red Gum Drive as the fastest route for most trips within the Merrifield West PSP area to a destination on Mt Ridley Road east of Forest Red Gum Drive. This includes any trips between the Merrifield West PSP area and Highlands Shopping Centre.
- 9.9.6 Forest Red Gum Drive is currently accommodating a much higher traffic volume than the road was initially designed to accommodate due to the sequencing of surrounding subdivisions. This will lead to increased maintenance issues and an impact on road safety.
- 9.9.7 A number of kangaroo related collisions within the IUB and Merrifield West Area have also been reported to Council since the connection was opened.
- 9.9.8 Several options can be considered to treat Forest Red Gum Drive. The road can be upgraded to **accommodate** the higher traffic volumes, treated/modified to **deter** through traffic in using the road, or closed off to **eliminate** any through traffic. These options are explored in more detail below.

9.9.9 Accommodate – Reconstruct Road

- (a) To accommodate the higher volumes on Forest Red Gum Drive, the road needs to be upgraded. This would include kerb and channel, pavement reconstruction and underground drainage.
- (b) The re-construction of the road is estimated to cost \$4,500,000.
- (c) The existing road reserve of Forest Red Gum Drive in both the IUB and the Merrifield West PSP is 16m wide and is inadequate to accommodate standard collector style road infrastructure that would be expected for the volume of traffic it is currently carrying. This means some compromise would be needed, such as reduced nature strips and a path on one side only.
- (d) If Forest Red Gum Drive was to be classified as a collector road, the section within the Merrifield West PSP area would meet the criteria of a narrow road as defined in the 'Hume City Parking on Narrow Streets Policy'.
- (e) Street length indented parking would be needed to ensure two clear lanes for through traffic and this would cost approximately \$400,000. If the project was to include indented parking, the total estimated cost would be \$4.9 million.
- (f) Council would not normally expect to provide additional road infrastructure within a new estate for approximately 20 years after development.
- (g) If the road is reconstructed, it would be suggested to provide a shared path for cyclists and pedestrians.

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- (h) The earliest a road upgrade of Forest Red Gum Drive could be delivered would be in 2023/24, provided that all design, consultation and approvals could be completed in 2022/23.

**9.9.10 Deter – Traffic Calming Treatments**

- (a) The traffic volume has increased significantly due to through traffic, which should be encouraged to utilise the arterial road network.
- (b) Traffic calming devices can be used where significant through traffic volumes are present on a road particularly when combined with speeding and/or safety issues.
- (c) Localised traffic treatments such as road humps and/or reverse priority intersections could be installed to deter vehicles from using Forest Red Gum Drive. These would discourage motorists by forcing vehicles to slow down at treatments and cause passenger discomfort if not navigated at an appropriate speed.
- (d) If this option were explored, the earliest it could be delivered would be 2022/23, pending design and consultation. The estimated cost to install traffic calming treatments on Forest Red Gum Drive is \$500,000, which could include a combination of road humps and reverse priority intersection treatments.
- (e) If traffic treatments are implemented, a footpath would also be recommended for pedestrians.

**9.9.11 Eliminate – Road Closure**

- (a) The original planning intention for Forest Red Gum Drive was for it to be a local access street. To retain this function, the road could be closed to through traffic.
- (b) Council has the power under Schedule 8 of the Local Government Act 1989 to close the road by permanently erecting barriers.
- (c) The volumes on Forest Red Gum Drive would revert back to approximately 500 vehicles per day, which the current road pavement can accommodate.
- (d) Through traffic will be forced to use other roads which were designed to accommodate the higher volumes of vehicles.
- (e) Given the extensive statutory process involved, the earliest a road closure could be delivered is likely to be 2023/24. Some civil works would be required to provide end treatments at the road closure and the costs would be approximately \$150,000.
- (f) If the road was to be closed, additional facilities for pedestrians and cyclists would not be warranted given the low traffic volumes.

9.9.12 While upgrading the road would be the suggestion by most road users currently travelling along the road, this option does not reflect the initial planning for the road and does not align with HIGAP. Upgrading the road would also be inconsistent with the standard of the new northern section which has only been constructed for a maximum traffic volume of approximately 2,000 vehicles per day.

9.9.13 The high costs of upgrading the road would have limited long term benefit with future roads to be constructed in the surrounding area which will provide safer and more suitable routes for motorists accessing the Merrifield West PSP area.

9.9.14 Upgrading the road would also change the classification of the section of Forest Red Gum Drive from an access street to a collector road which would not align with the intention of HIGAP or the Merrifield West PSP and may be met with resistance from local abutting residents.

**REPORT NO: SU613 (cont.)**

- 9.9.15 The new connection would have to be removed to return Forest Red Gum Drive to a no-through road. The closure of the connection would reduce the traffic volumes back to within the structural capacity of the road and allow the semi-rural intention of the road to be maintained.
- 9.9.16 The closure would need to be in line with CFA requirements, given the risk of fire in the IUB and the potential benefit the Forest Red Gum Drive connection may provide, also noting that it was set out in the Merrifield West PSP.
- 9.9.17 Closing Forest Red Gum Drive to through traffic would increase travel times for residents of the Merrifield West PSP area. The residents that chose to purchase or move into the Merrifield West PSP area did so with the knowledge that Forest Red Gum Drive was an available route for travel which was outlined in the Merrifield West PSP. Road closure would likely be met with resistance from this part of the community.
- 9.9.18 The option to construct traffic calming devices represents a compromise between upgrading the road and closing it. The road has a high percentage of through traffic and 85<sup>th</sup> percentile speeds more than 10km/h above the speed limit, which meets Council's guidelines for the installation of traffic calming devices.
- 9.9.19 Due to the lack of alternative routes, the deterrent effect may not be as substantial as intended, however the treatments would also work to increase the safety of users on the road by reducing traffic speeds. Once alternative routes are available, the deterrent effect could be expected to increase, further reducing traffic to within an acceptable volume that would support the amenity and function the road was intended to serve.
- 9.9.20 The planning for the Merrifield West PSP did not anticipate high volumes travelling along Forest Red Gum Drive and provided roads with higher capacities elsewhere within the estate to connect with future roads.
- 9.9.21 Until these future roads are constructed, the southern access to the Merrifield West PSP area via Forest Red Gum Drive is highly desired by residents and should be maintained at least until an alternative southern access is constructed.
- 9.9.22 A number of other cost-effective interim treatments should be implemented on Forest Red Gum Drive in order to provide a safer road environment until the ultimate road network is constructed. These treatments are detailed below.

**9.9.23 Recommended Interim treatments**

- (a) Regular pavement maintenance already incorporated in Council's program will monitor and rectify any increased deterioration of the road. This will maintain a safe road environment while the road is operating above its desirable capacity.
- (b) The 85<sup>th</sup> percentile speed of traffic using Forest Red Gum Drive is more than 15km/h over the default speed limit. Noting the semi-rural feel of the road, traffic speeds may be attributed to by motorists not being aware they are within a built-up area where a default speed limit of 50km/h applies.
- (c) To reinforce the speed limit, the installation of 50km/h speed limit signs is being arranged on Forest Red Gum Drive. The signs will alert and remind motorists of the speed limit that governs the road.
- (d) Forest Red Gum Drive has also been added to the Council speed display trailer sites list. The speed display trailer displays the speed limit for a road and alerts motorists to their travel speed, followed by a message e.g., thank you or too fast/slow down. This speed display trailer is continually rotated through the sites on the speed display trailer sites list.

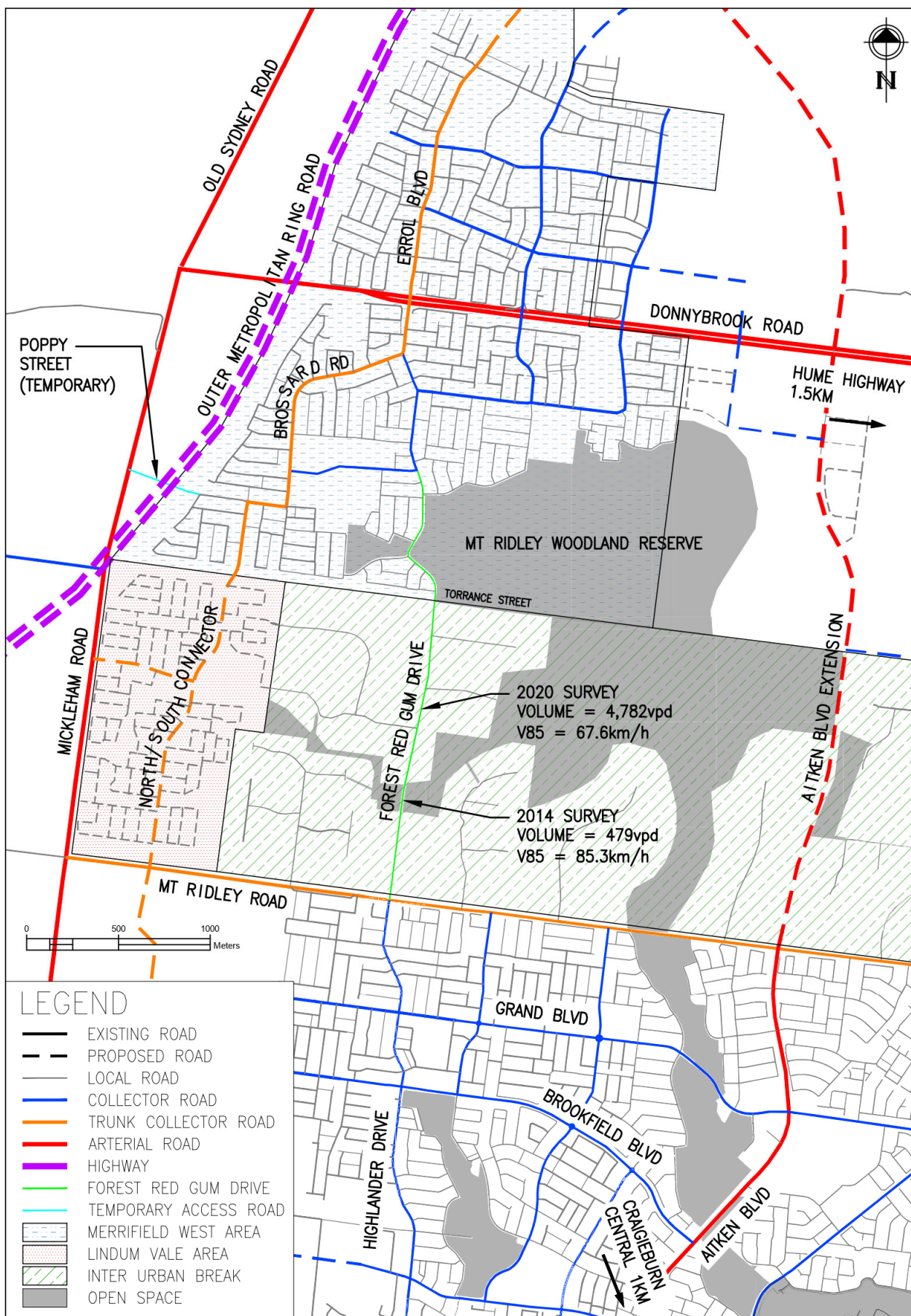
**REPORT NO: SU613 (cont.)**

- (e) Kangaroo Warning signs are proposed to be installed along Forest Red Gum Drive to address a recent increase in collisions with kangaroos.
  - (f) It is proposed to also install a centerline and raised reflective pavement markers along the length of Forest Red Gum Drive, which will improve delineation and encourage motorists to keep to their side of the road.
  - (g) The above signage, centre line and raised reflective pavement markers at an estimated cost of \$27,000 can be provided through Council's 2021/22 Responsive Road Safety Works budget.
- 9.9.24 Council officers will also write to Victoria Police to request enforcement of traffic speeds. Once the speed limit signage has been installed and the speed display trailer placed on Forest Red Gum Drive, further traffic surveys will be undertaken to determine if traffic speeds have reduced to acceptable levels. If the traffic speeds are not within acceptable levels, other options to treat the traffic speeds could be considered.
- 9.9.25 Traffic calming treatments will be considered as a last resort noting that they are an urbanised treatment and would not be in-line with the surrounding environment or intention of the road and local area.
- 9.9.26 On completion of Aitken Boulevard to the east and the north/south connector road in the Lindum Vale PSP, it is expected that a significant proportion of through traffic currently using Forest Red Gum Drive would instead use these roads.
- 9.9.27 The new road connections will be constructed to an urban standard designed to accommodate collector road traffic volumes making them more attractive routes for through traffic in the area.
- 9.9.28 Forest Red Gum Drive should then be re-investigated to determine if traffic volumes have been reduced to an acceptable level. Otherwise, further treatments or implementation of one of the options discussed in section 9.9 of this report could be considered.

**10. CONCLUSION:**

- 10.1 Forest Red Gum Drive is within an IUB and was designed to carry around 1,000 vehicles per day.
- 10.2 Despite Council concern over the proposed connection of Forest Red Gum Drive to the Merrifield West PSP area, the road connection was approved as part of the PSP and Forest Red Gum Drive now carries approximately 5,000 vehicles daily which is a significant increase from its previous traffic volume of approximately 500 vehicles per day. However, the road currently provides an important link for residents in the Merrifield area until other road connections are provided.
- 10.3 Pedestrian facilities are recommended to be upgraded along Forest Red Gum Drive between Mt Ridley Road and Torrance Street. It is recommended that consultation be undertaken to seek input on this and to inform residents of the ultimate road network for the area.
- 10.4 The road will be monitored to assess if the effectiveness of treatments such as speed signs and line marking, as well as the impact of future road development such as Aitken Boulevard and the north/south road in the Lindum Vale PSP.





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<b>REPORT NO:</b>	SU614
<b>REPORT TITLE:</b>	2 Shepherds Lane Sunbury - Sunbury South Town Centre Urban Design Framework
<b>SOURCE:</b>	Brydon King, Senior Town Planner
<b>DIVISION:</b>	Planning and Development
<b>FILE NO:</b>	PDP1100
<b>POLICY:</b>	- Hume Planning Scheme
<b>STRATEGIC OBJECTIVE:</b>	4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. <i>Policy and controls assessment</i></li><li>2. <i>Locality plan</i></li><li>3. <i>Sunbury Town Centre Urban Design Framework November 2021</i></li></ol>

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<b>Application No:</b>	PDP1100
<b>Proposal:</b>	Sunbury South Town Centre - Urban Design Framework
<b>Location:</b>	2 Shepherds Lane Sunbury
<b>Zoning:</b>	Urban Growth Zone Schedule 9
<b>Applicant:</b>	Sandhurst Retail and Logistics
<b>Date Received:</b>	17 June 2021

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## 1. SUMMARY OF REPORT:

- 1.1 An application has been received by Council to approve an Urban Design Framework (UDF) to help guide the development of a major activity centre with the Sunbury South Precinct Structure Plan (PSP) on land located south west of Sunbury Road.
- 1.2 The Sunbury South PSP, and the Urban Growth Zone Schedule 9 (UGZ9), that applies to the subject land, provide for a major activity centre south west of Sunbury Road, referred to as the Redstone Hill Major Town Centre in the PSP. A requirement of the UGZ9 is that an urban design framework is prepared and approved via Hume City Council and the Victorian Planning Authority (VPA) to identify the concept layout of the town centre before any development starts.
- 1.3 The UDF will guide future detailed decision making associated with the development of the town centre. The proposal seeks support for the urban design framework and refers to the proposal as the Sunbury South Town Centre UDF. The UDF submitted varies the original concept outlined in the PSP whilst respecting the principles of the "main street" concept.
- 1.4 The UDF has been assessed in consultation with the VPA and Department of Transport (DoT) and is considered to provide for an innovative layout that can accommodate the key elements associated with the proposed town centre and is recommended for approval.

## 2. RECOMMENDATION:

**That Council, having considered the Urban Design Framework for the Sunbury South Town Centre dated November 2021, 2 Shepherds Court Sunbury, on its merits, resolves to approve the Urban Design Framework.**

**REPORT NO: SU614 (cont.)**

**3. PROPOSAL:**

- 3.1 The Sunbury South Redstone Hill Major Activity Centre Concept Plan is based on a main street layout. The proposal is for a UDF that is generally in accordance with the Sunbury South Redstone Hill Major Activity Centre Concept Plan but with a contemporary interpretation of the design elements. The proposal is also developed to respond to the requirements of Clause 2.6 of UGZ9.
- 3.2 The UDF submitted provides for consolidation of the proposed Town Centre site and relies on realignment of the connector road along the north west section of the site with Sunbury Road.
- 3.3 The UDF as submitted is based on the following themes with guidelines related to each of the themes:
- Land Use
  - Movement and Access
  - Public Realm and Landscape
  - Built Form and Massing
  - Sustainability
- 3.4 Key features that define the UDF and the layout of the Town Centre are as follows:
- Consolidation of the retail, commercial, mixed use and community facilities with connecting areas of public space.
  - Retail focus at ground level with the incorporation of mixed use, residential and commercial elements being located above the retail areas in vertical forms.
  - A main concourse that runs east west through the precinct and acts as a re-imagined main street with a strong pedestrian focus,
  - A pedestrian precinct loop that allows strong pedestrian movement through the precinct and through different zones of use and activity.
  - Strong urban design principles to integrate taller elements with ground level elements to ensure appropriate scale and connection are maintained through the precinct.
  - A vehicle loop road to allow appropriate vehicle access, deliveries and transport with use of undercroft parking spaces to the south east of the site to minimise space used by at grade car parking.
  - Interface to the wetland precinct to the south east and inclusion of public realm spaces both privately and publicly managed.
  - A transport hub to allow connection to bus transport options to the site.
  - View lines to Redstone Hill to the south west are maintained and respected as part of the layout and alignment of the town centre.

Figure 1 below shows the proposed UDF features.

Figure 2 below highlights the original Concept Plan from the PSP and the proposed UDF that re-interprets the principles of the Concept Plan

REPORT NO: SU614 (cont.)

5.2.2. Urban Design Framework Plan

The Town Centre urban structure is underpinned by a design philosophy that seeks to consolidate activity centre uses around a dynamic Concourse and Precinct Loop.

Key features of the urban structure include:

- A consolidation of mixed-use retail, commercial, residential and community activities within a high quality public realm environment.
- Compact urban form achieved through vertical stacking of commercial and residential uses above the retail focused ground plane without compromising key view lines to Redstone Hill.
- A hierarchy of Town Centre circulation, addressing any potential user conflicts through the provision of defined pedestrian circulation loops and separated vehicular loop roads.
- A Concourse spine that acts as a 're-imagined' main street that is traversed by the Precinct Loop.
- A Precinct Loop that enables prioritisation of pedestrian movement throughout the centre.
- Varied character nodes at intervals along the public circulation loops that will enhance pedestrian experience and the civic centre character.
- A compact and dense Town Centre built form that enables a clear articulation of the different buildings and their uses, allowing for visual definition of hierarchy and access using high quality facade materials and consistent facade activation.
- Defined public spaces that will anchor the east/ west edges of the Precinct Loops ensuring integration with the broader green spine network leading to Redstone Hill and key green infrastructure assets such as the wetlands.
- Maximisation of contextual views and vistas from the Town Centre to Redstone Hill and long distance views to the Melbourne CBD.

FIGURE 7 – Sunbury South Urban Design Framework Plan

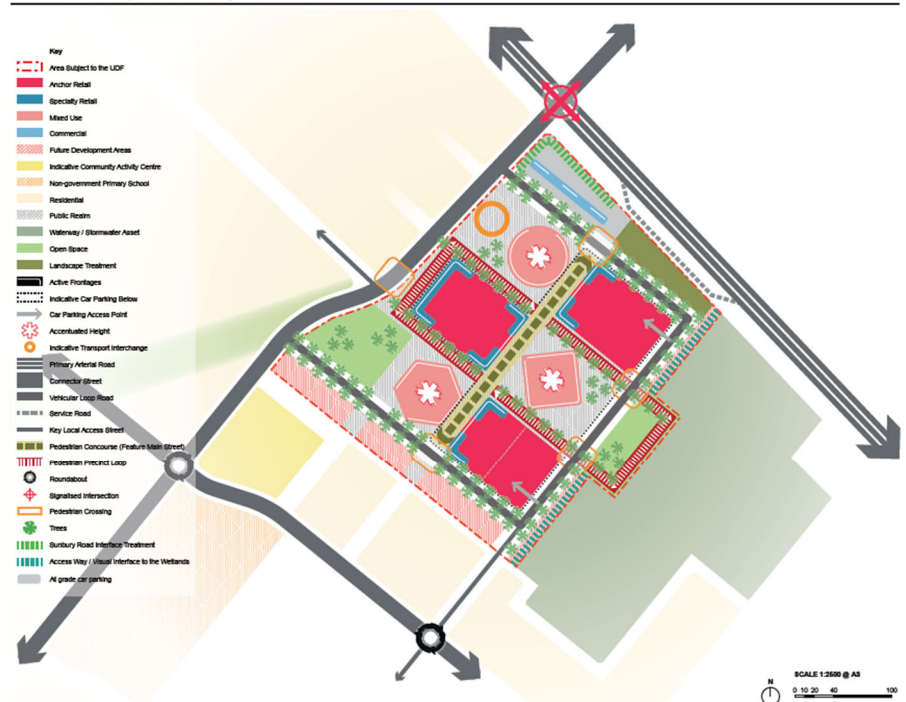


Figure 1: Sunbury South Town Centre UDF

FIGURE 10 – Redstone Hill Major Town Centre Concept Plan

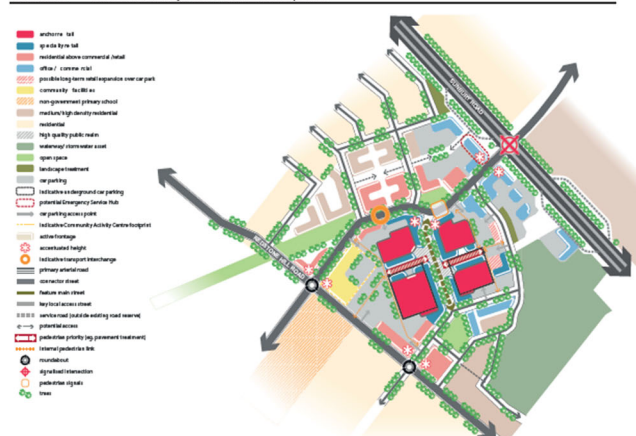


FIGURE 11 – Sunbury South Town Centre UDF Framework Plan

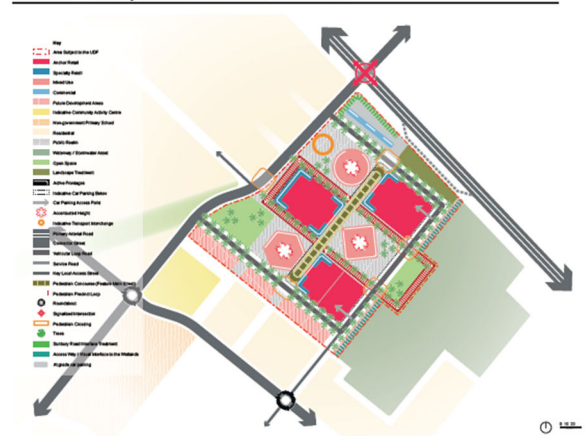


Figure 2: Sunbury South Town Centre UDF compared to Concept Plan in PSP

4. SITE AND SURROUNDS:

- 4.1 The subject site at 2 Shepherds Lane is located within the Sunbury South Precinct Structure Plan area. The site is located on the south side of Sunbury Road.
- 4.2 The subject site is approximately 10.3 ha in size and has a six metre fall from the south west to the north east. The site has view lines to Redstone Hill to the south west and long distant views of the Melbourne CBD to the south-east. The site is currently vacant and residential development is occurring to the north west of the site.

5. PLANNING CONTROLS:

Urban Growth Zone Schedule 9

- 5.1 The subject site is zoned UGZ9. The zone aims to implement the Sunbury South PSP.

**REPORT NO: SU614 (cont.)**

Trigger for permission

- 5.2 Clause 2.6 of the UGZ9 details that a permit must not be granted for use, development or subdivision in the area outlined for the Sunbury South town centre until a UDF has been prepared to the satisfaction of Council and the VPA.
- 5.3 Clause 2.6 outlines information requirements that a UDF is required to respond to and are addressed in the assessment section of the report below.

Aboriginal Cultural Heritage

- 5.4 Issues related to aboriginal cultural heritage ad obligations under the *Aboriginal Heritage Act 2006* have been addressed via the approval of the Sunbury South PSP.

Planning Policy Framework

- 5.5 The relevant policies and controls are listed in Attachment 1 including detailed assessment against the Sunbury South PSP and the requirements of UGZ9.

**6. REFERRALS:**

- 6.1 The application was referred to the VPA and DoT for comments.
- 6.2 DoT have confirmed support for the UDF via correspondence of 23/11/2021 and that integrated land use and transport outcomes will be provided. Importantly DoT have required that the service road from Sunbury Road will not have direct access to the loop road and the town centre and this has been captured in the UDF document.
- 6.3 The VPA have confirmed general support for amended UDF and will undertake their own final assessment to confirm a position on the UDF.

**7. ADVERTISING:**

- 7.1 There are no formal requirements or processes in legislation for public notification of the UDF. The process of assessment of the merits of the proposal rest with Council and the VPA.

**8. ASSESSMENT:**

- 8.1 The UDF submitted is considered to provide an innovative and contemporary interpretation of the organising elements associated with the original main street layout supported in the Sunbury South PSP.
- 8.2 The UDF seeks to consolidate and align some elements in a new configuration however the overall outcomes and deliverables are considered to be generally in accordance with the outcomes sought in the original town centre concept plan. The key elements that reinforce the alignment of the UDF are as follows:
- Pedestrian focus
  - Compact form
  - Orientation to the wetland to the east
  - Under croft parking versus larger areas of at grade parking
  - Planned public spaces with different activities and focus
  - Integration with the community activity centre
- 8.3 The UDF supports the role of the major town centre providing for up to 25 000 square metres of retail floor area and opportunities for office uses at ground level and the upper level of the layout. The UDF also promotes mixed use outcomes with residential development across the upper levels of the town centre area to provide vibrancy and ongoing support to uses in the centre. Increased density will occur in residential areas surrounding the town centre to provide population in a walking catchment to the centre. The proposal also allows for integrated community facilities and transport facilities.

**REPORT NO: SU614 (cont.)**

- 8.4 A detailed assessment of the UDF against the requirements and guidelines in the Sunbury South PSP and the requirements of Clause 2.6 of the UGZ9 are outlined in Attachment 1.
- 8.5 It is important to note that the purpose of the UDF is not to resolve issues of detailed design but to confirm a spatial layout and division of uses to help inform separate and subsequent planning permit applications. The UDF achieves this and confirms a pedestrian friendly environment that includes managed public spaces to help encourage a town centre that attracts people to the place with a focus on a range of spaces and activities to encourage people to stay for a range of reasons from shopping, socialising, recreation and community activities.

**9. CONCLUSION:**

- 9.1 The Sunbury South Town Centre UDF is an important element in supporting the growth of Sunbury. The UDF has re-interpreted the original organising elements associated with the main street layout in the Sunbury South PSP to an innovative and contemporary format.
- 9.2 The UDF is considered to support a town centre layout that provides connected and functional spaces to support the developing community that are easily accessed by vehicles and pedestrians. The UDF is recommended for approval to inform future planning permit applications associated with detailed development of the site into the future.

REPORT NO: SU614 (cont.)

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**Attachment 1**

**PDP1100 – Sunbury South Town Centre Urban Design Framework (UDF)**

**Planning policies and assessment against Sunbury South PSP and Clause 2.6 of Urban Growth Zone Schedule 9**

The following clauses in the *Hume Planning Scheme* are relevant to this proposal:

<b>Clause</b>	<b>Applicable objective / strategy / purpose</b>
<i>Planning Policy Framework</i>	
11.01-1S – Settlement	<i>To promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.</i>
15.01-1S – Urban design	<i>To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.</i>
15.01-2S – Building design	<i>To achieve building design outcomes that contribute positively to the local context and enhance the public realm.</i>
17.02-1S - Business	<i>To encourage development that meets the community's needs for retail, entertainment, office and other commercial services.</i>
19.02-4S – Social and cultural infrastructure	<i>To provide fairer distribution of and access to, social and cultural infrastructure.</i>
19.02-6R – Open Space Metropolitan Melbourne	<i>To strengthen the integrated metropolitan open space network.</i>
<i>Local Planning Policy Framework</i>	
21.02-1 – Managing growth and increasing choice	<i>To facilitate large scale change that meets the needs of Hume's growing population and provides choice and equitable access to a range of housing, employment, transport, services and facilities.</i>
21.02-3 - Sunbury	<i>To facilitate the growth of Sunbury while retaining its unique landscape and township qualities.</i>
21.04-1 – Urban design	<i>To enable well designed medium density and higher density residential development that protects the amenity of existing residents and sensitively responds to identified preferred neighbourhood character.</i>
21.04-3 – Landscape character	<i>To ensure development protects significant and unique landscape values which contribute to Hume's character and identity.</i>
21.05 – 1 Activity centres	<i>To facilitate new and expanding activity centres in the hierarchy of activity centres within Hume.</i>
<i>Zoning Provisions</i>	
37.07 – Urban Growth Zone Schedule 9	<ul style="list-style-type: none"> <li><i>To implement the Municipal Planning Strategy and the Planning Policy Framework.</i></li> <li><i>To provide for residential development and a range of commercial, industrial and other uses in small towns.</i></li> <li><i>To encourage development that respects the neighbourhood character of the area</i></li> </ul> <p><i>To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations</i></p>

**Sunbury South PSP assessment - Requirement 26 and Guideline 25**

**Requirement 26**

Requirements	Response
<p>Comply with and fulfil the vision and associated key organising elements for the centre as shown in Figure 4 and respond to the Redstone Hill Major Town Centre Concept Plan at Figure 5.</p>	<p>The proposal modifies the layout from that at Figure 5 of the PSP but provides for a compact and pedestrian focussed layout. The Main Street elements have been incorporated via the pedestrian concourse and a vehicle loop road. The UDF has responded to the organising elements identified in the PSP at Section 5.2.1. The sustains the key organising elements as follows:</p> <ul style="list-style-type: none"> <li>• Strong pedestrian and vehicle movement network with appropriate separation</li> <li>• Core links to a central layout of activity and open space areas linked back to major road networks</li> <li>• Permeable open space provision that links across the extent of the UDF.</li> </ul>
<p>Provide for the strong integration of the centre with the surrounding residential areas and community/education facilities, with a high level of built edge and surveillance along the primary streets for pedestrian access to the centre.</p>	<p>The UDF provides a layout that supports built edge outcomes and surveillance to the street network and strong pedestrian permeability through and around the site.</p> <p>The community/education facilities are located to the south and the UDF has confirmed the importance of a strong north-south connection to those spaces potentially through the park space to the south west in the UDF.</p>
<p>Minimise barriers to pedestrian and bicycle access to the centre, notably across Sunbury Road, loading and car parking areas.</p>	<p>The access to the UDF in relation to Sunbury Road will be managed by a future signalised intersection.</p> <p>The UDF allows separation of vehicles and pedestrian and reduces at grade car parking.</p>
<p>Provide for a balanced movement network within the town centre, catering for the needs of vehicles, pedestrians, cyclists and buses, including clear designation of public and private streets, and arrangements for bus movements to the bus interchange facilities, to the satisfaction of the responsible authority and Public Transport Victoria.</p>	<p>The UDF provides for a bus interchange with access from the north-south connector. DoT have supported the proposed interchange siting and size.</p>



Provide for the prioritisation of pedestrian movement on key desire lines, and provide for a continuous path of travel within the centre to key destinations, including the location and form of pedestrian crossing of streets, use of laneways, and paths across car parks that reflect desire lines.	<p>The UDF provides for clear pedestrian movement around key elements of the area via linear pedestrian concourse and separate pedestrian loop. These movement spaces allows connection and travel through the various zone of activity, including open space areas, planned within the UDF.</p> <p>Street crossings and links to pathway networks beyond the UDF are identified.</p>
Integrate the commercial and office areas fronting Sunbury Road with the Main Street and retail core.	The UDF integrates commercial development into the core of the layout to support mixed use outcomes and also designates an area to the north east of the UDF. Importantly the area to the north east will need to ensure a quality design and landscaping outcome which are emphasised in the UDF.
Provide for any public street or laneway to meet the required Council standards, or any alternatives as agreed with Council.	The street network and connections can accord with relevant standards which will be confirmed via future planning applications.
Ensure that development and access along Sunbury Road does not direct activity away from Main Street as the primary retail and civic heart of the centre.	The UDF provides a strong central activity area including retail, commercial, entertainment, hospitality and open space. The activity area directed to Sunbury Road is not considered to detract from the core area and its prominence.
Limit the development of convenience restaurants along the Sunbury Road frontage.	The UDF acknowledges the importance of the interface to Sunbury Road as a gateway which will help consideration of uses in the location as part of future planning permits.

**Guideline 25**

<b>Guidelines</b>	<b>Response</b>
Provide for a diversity in the size of tenancies which deliver vibrancy and continuous street activation, particularly along Main Street	The UDF allows for opportunities for a range of active tenancies along the pedestrian concourse and pedestrian loop. Sleeving of retail is available with commercial and residential available in the multi-level core buildings. Vibrancy of both retail, hospitality and open space areas are available.
Ensure suitable movement for required modes along private streets and for appropriate pedestrian access through internalised and/or private spaces, to ensure pedestrian access through the centre is not compromised outside regular business hours.	Both Council and private managed public space will be available movement at all times. The Right Angle public realm strategy in the UDF confirms how these spaces will be functional and be accessible with only the public concourse being limited to 18 hours and all other spaces available 24 hours day.
Distribute key land uses to ensure appropriate activation of Main Street as the heart of the town centre, as well as opportunities for continual activity within the centre throughout the day and evening.	The arrangement of spaces and activation areas is clear in Figure 16 of the UDF and allows for concentration along the covered concourse and connection with the pedestrian loop.
Locate buildings which achieve high levels of articulation along the Main Street and secondary streets, including (as appropriate) clear glazing and regular entrances, an appropriate range of building material/colour palette themes and architectural design treatments (including opportunities for signage integration into building design).	The overall layout allows for articulation and connection between building forms and the pedestrian focussed areas. The UDF promotes integrated design themes and way finding signage to provide for coordinated outcomes.
Maintain views to Redstone Hill and ensure landmark buildings and public spaces present well to key view lines within the centre.	The UDF recognises the views to Redstone Hill and maintains to lines to the south west. The inclusion of the park in the south west of the UDF site provides for increased availability of the views to Redstone Hill.
Stage the development of the centre to achieve a main street feel early in the life of the development and provide high levels of accessibility.	Indicative staging includes delivery of the pedestrian concourse and loop.
Ensure that high quality gateways define the entrances to the town centre through landmark buildings, landscaping and public realm treatments.	Landmark buildings are part of the core of precinct. Landscaping and design outcomes are a focus of the entries to the sites.
Reinforce the sense that Sunbury is more like a country town than a suburb of Melbourne, including an appropriately landscaped boulevard treatment to Sunbury Road, building orientation, and building scale, orientation and massing, and signage height and design.	The proposal provides an innovative response to the town centre whilst maintaining the key organising elements. The spacing and activity proposed supports the country town atmosphere but the changes in Sunbury as a growth centre do not allow the scale of a country town to be captured.

Minimise impact on the amenity of the town centre associated with deliveries and loading, waste storage and vehicle parking.	The layout minimises extensive areas of at grade parking and relies on under croft parking areas. This helps provides for pedestrian friendly spaces and landscape outcomes. Loading and service areas for short term can be provided for on the loop road and other opportunities will exist via the under croft parking areas.
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**Urban Growth Zone Schedule 9 - assessment Clause 2.6**

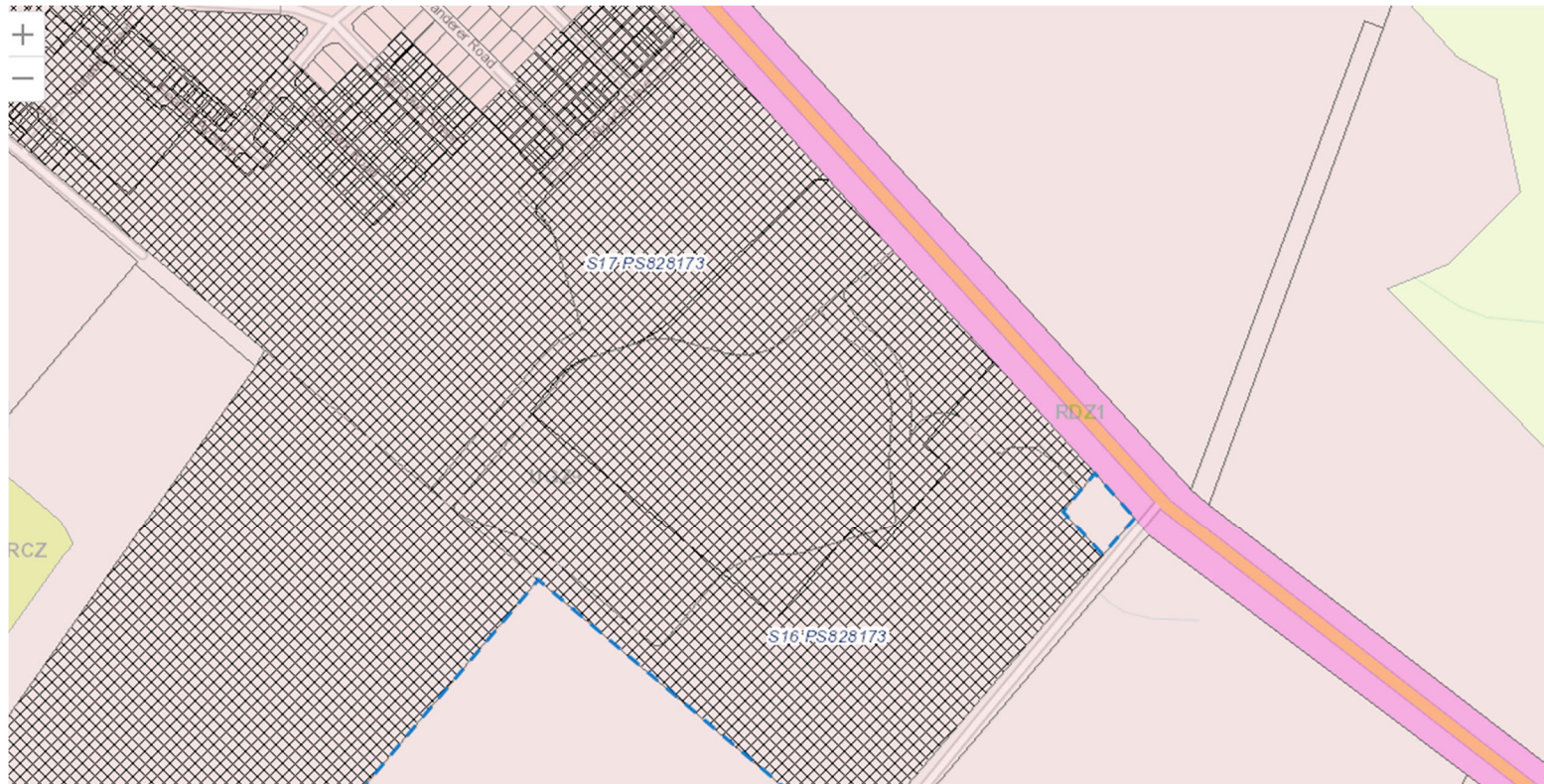
<b>Requirements</b>	<b>Response</b>
Demonstrates how it responds to the vision of the Precinct Structure Plan, the organising elements for the centre at Figure 4, and the concept plan at Figure 5 of the Precinct Structure Plan.	Section 5.2 of the UDF explains how the key elements have been captured. Of note are the following: <ul style="list-style-type: none"> <li>• A centralised building form with mixed use outcomes.</li> <li>• Pedestrian friendly areas and connection serviced by a loop road.</li> <li>• Good opportunity for access activation and connection between public spaces and commercial businesses.</li> <li>• Good opportunity for zones of activity in publicly available areas.</li> <li>• Opportunity to enhance the UDF to achieves positive outcomes in the interface to Sunbury Road.</li> </ul>
Clearly defines the future ownership/management of roads and public spaces within the centre, including public access arrangements for privately controlled land.	Section 5.5 breaks down the public spaces controlled by Council and privately. A public realm strategy has been included which details how these spaces will be activated and the purpose of areas including access and management.
Identifies the key elements of the public realm and publicly accessible private spaces, proposed building material/colour palette themes, and landscaping of these spaces to ensure a continuity of design and sense of place.	Areas of public realm are identified along with how activation will occur. Section 5.6 relates to building forms and materials and seeks to have a varied yet unifying materials and colours. The principles of the importance of material and colours have been captured in Section 5.6 and individual permit applications will endeavour to ensure consistent outcomes for that issue across the UDF area.
Identifies the location and method for deliveries, waste disposal, parking, and vehicle access, particularly for non-retail elements within the town centre. Identifies potential local bus network routes, including access to a centrally located bus interchange.	Section 5.6 details movement and transport connections through the site. The proposal is based around areas of under croft parking that will also provide for deliveries and loading. Some short term opportunities for deliveries and loading will also be provided for in the loop road. A bus interchange is proposed and accessibility to public transport via the surrounding road network is anticipated.

Identifies the proposed staging of the development of the town centre, including indicative timing of development of the main components of the centre, access arrangements at each stage, and how future development areas will be treated in the interim	Staging is detailed in the UDF with the focus of Stage 1 being the central building forms, the concourse and pedestrian loop, the north east area facing Sunbury Road and the undercroft parking.
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**Attachment 2 – Locality Plan**

**PDP1100: 2 Shepherds Lane Sunbury**

**Sunbury South Town Centre Urban Design Framework (UDF)**



**Zoning plan: Subject site**





**Aerial photo: Subject site (Source: Near Maps)**







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This report has been prepared with due care and diligence by Urbis and the statements and opinions given by Urbis in this report are given in good faith and in the reasonable belief that they are correct and not misleading, subject to the limitations above.





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1.0  
INTRODUCTION

1.1. OVERVIEW

The Sunbury South Town Centre Urban Design Framework (UDF) has been prepared by Sandhurst Retail & Logistics (SRL) in conjunction with key stakeholders including Hume City Council and the Victorian Planning Authority.

SRL has adopted a new name for the centre being, the Sunbury South Town Centre, which is referred to as the Redstone Hill Major Town Centre in the Sunbury South Precinct Structure Plan.

SRL has appointed a leading team of experts to prepare the UDF:

OMA

Office of  
Metropolitan  
Architecture (Design)

URBIS

Town Planning

ASPECT Studios

Landscape  
Architecture

ratio:

Traffic

case meallin

Project  
Management

Right Angle  
Studio

Public Realm &  
Place Making

SANDHURST RETAIL & LOGISTICS IS REDEFINING RETAIL CENTRES IN AUSTRALIA'S GROWTH AREAS, DELIVERING REAL VALUE TO THE COMMUNITIES WHO USE THE ASSETS. OUR APPROACH TO RETAIL IS DIFFERENT. WE CREATE PLACES TO VISIT BEYOND SHOPPING THAT ENCOURAGE PEOPLE TO GROW, CONNECT, EXPLORE AND ENGAGE.

SANDHURST RETAIL & LOGISTICS IS COMMITTED TO PROVIDING HIGH QUALITY AMENITY TO CONNECT AND ENRICH COMMUNITIES IN GROWTH AREAS. SHAPED BY BELIEFS IN RESEARCH-LED INNOVATION AND DESIGN, WE SEEK TO CREATE HIGHLY CONSIDERED MIXED-USE SPACES THAT ENGAGE WITH AND ACTIVATE THE COMMUNITIES THEY EXIST WITHIN, WHILST IMPROVING THE COMMERCIAL VIABILITY FOR TENANTS.



Wollert Neighbourhood Activity Centre



Botanic Ridge Neighbourhood Activity Centre

## 1.2. ROLE AND FUNCTION OF THE URBAN DESIGN FRAMEWORK

The UDF has been prepared to meet the requirements of the Hume Planning Scheme (Schedule 9 to the Urban Growth Zone). It responds to and builds on the requirements and guidelines of the incorporated document, being the Sunbury South Precinct Structure Plan (PSP), prepared by the Victorian Planning Authority (Amended December 2019).

The UDF is a strategic document that paves the way for more detailed planning and design work through the provision of a strategic design framework.

Ultimately, the UDF will guide future land use and development within the Town Centre precinct. It will ensure the vision and design ambitions that are enshrined in the PSP and UDF are carried through in the detailed design and delivery of the Town Centre.

It is not the role of the UDF to prescribe detailed design outcomes for the Town Centre. Rather, its purpose is to establish an overarching design framework and supporting urban design principles in which the future detailed design can evolve. This role is confirmed in the Department of Environment, Land, Water and Planning's Planning Practice Note 17 (Urban Design Frameworks) which describes the role of the UDF as follows:

“an Urban Design Framework should provide flexibility by identifying key principles rather than finite solutions. It is not a fixed view of the future nor is it a land-use report. It includes a design vision for how a place might develop and should include sufficient detail at key locations so that the vision can be tested for economic and functional viability. An Urban Design Framework should include sufficient information to allow continuous review of detailed actions within the strategic frame, and to enable councils to assess development proposals.”

## 1.3. UDF STRUCTURE

The UDF adopts a logical and coherent structure that establishes the context of the site, the overarching planning policy setting and the urban design framework plan.

The UDF is supported by key design themes which are:

- Land Use
- Movement and Access
- Public Realm and Landscape
- Built Form and Massing
- Sustainability

Each of the key design themes are supported by Guidelines. The Guidelines will be used to set out the expectations for the successful design and delivery of the Town Centre through future town planning processes.

Consequently, the UDF has been drafted to build in flexibility and support integrated decision making over the 20+ year life of the Town Centre's implementation.

The UDF will:

- Establish a civic-centred vision for the Sunbury South Town Centre.
- Advance a Framework Plan that guides future considerations around urban structure, land use, movement and access, public realm, design including built form, massing, and interfaces, and sustainability.
- Establish a suite of Guidelines that embed the UDF vision within a clear framework for future decision making on planning permits within the centre.
- Provide an indication of staging that outlines a pathway for the Town Centre's efficient delivery and implementation.

A planning application for use and/or development must generally be in accordance with the Sunbury South Town Centre UDF. The UDF will be utilised by a range of key stakeholders involved in the assessment of future planning permit applications for the Town Centre's development.



## 2.0 STRATEGIC POLICY CONTEXT

### 2.1. THE SUNBURY SOUTH PRECINCT STRUCTURE PLAN

#### 2.1.1. Town Centre Vision

The Sunbury South PSP sets the overarching framework for the preparation of the UDF. In doing so, it sets a vision for the Town Centre as follows:

- A key sub-regional retail and service centre (Redstone Hill Major Town Centre) servicing future communities to the south and east of Sunbury, and complementing the primary role of the existing Sunbury Town Centre in servicing the growth area and surrounding region; and
- Key regional employment opportunities for the broader Sunbury Growth Area, at the future Major Town Centre and two designated employment areas within the precinct.

The PSP (Table 4 Sunbury South Town Centre Hierarchy) envisages the provision of 25,000 sq. metres of 'Retail' floor space within the Town Centre, with Schedule 9 to the Urban Growth Zone including a maximum leasable floorspace for 'all Shops' at 25,000 sq. metres.

For Commercial floorspace, the PSP (Table 5 Anticipated Employment Creation in the Sunbury South Precinct) envisages approximately 18,000 sq. metres of Commercial floor space within the Town Centre network.

#### 2.1.2. Town Centre Key Organising Elements and Concept Plan

To guide the implementation of the vision for the Town Centre, the PSP provides a suite of Key Organising Elements relating to:

- Urban Design Framework Extent
- Movement Network
- Open Space
- Placemaking
- Character precincts
- Views and Vistas.

These organising elements underpin the Town Centre Concept Plan shown at Figure 1.

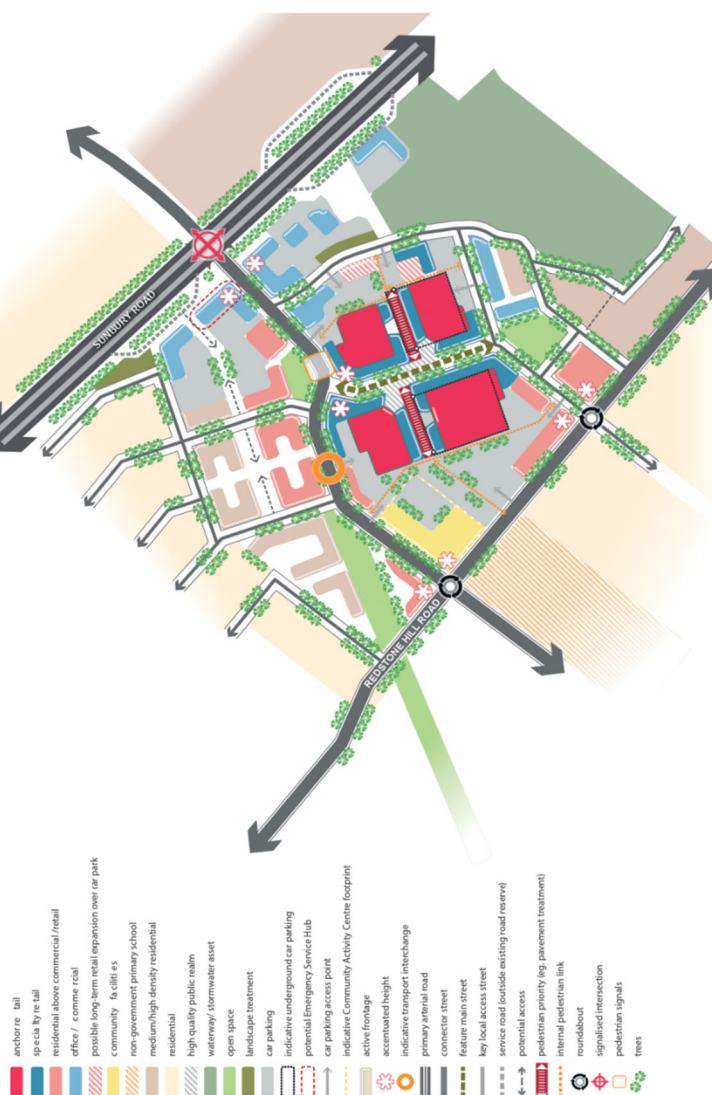
FIGURE 1 – Redstone Hill Major Town Centre Key Organising Elements



Source: Sunbury South PSP



FIGURE 2 – Redstone Hill Major Town Centre Concept Plan



Source: Sunbury South PSP

### 2.1.3. What this means for the UDF

Cognisant of the established PSP Key Organising Elements and the Town Centre Concept Plan, we believe the key requirements for the UDF can be distilled as follows:

- UDF to be 'Generally in accordance' with the centre concept plan.
- Generally in accordance with the Key Organising Elements.
- Adoption of a Feature Main Street typology.
- Prioritisation of pedestrian movement.
- Integration of commercial/office on Sunbury Road with main street/retail core.
- Activation of Main Street and secondary streets.
- High quality gateways to define the entries to the town centre (landmark buildings, landscaping, etc.).
- Strong integration with residential areas and high level of built edge along primary streets.
- Integrate loading, servicing and vehicle parking in locations that do not impact town centre amenity.

## 2.2. URBAN GROWTH ZONE REQUIREMENTS

Schedule 9 to the Urban Growth Zone (UGZ9) sets out the statutory requirements to guide the preparation of the UDF. Table 1 lists these requirements and identifies where they are responded to within the UDF report.

Schedule 9 states that:



An urban design framework approved under this schedule must be generally in accordance with the Sunbury South Precinct Structure Plan applying the to the land.

TABLE 1 UGZ9 Town Centre UDF statutory requirements

UGZ9 REQUIREMENTS	UDF SECTION
Demonstrates how it responds to the vision of the Precinct Structure Plan, the organising elements for the centre at Figure 4, and the concept plan at Figure 5 of the Precinct Structure Plan.	Section 5.2 of the UDF demonstrates how the UDF responds to the vision, organising elements for the centre and the concept plan.
Clearly defines the future ownership/management of roads and public spaces within the centre, including public access arrangements for privately controlled land.	Section 5.5 of the UDF identifies the future ownership/management of roads and public spaces, including levels of accessibility to privately controlled land.
Identifies the key elements of the public realm and publicly accessible private spaces, proposed building material/colour palette themes, and landscaping of these spaces to ensure a continuity of design and sense of place.	Section 5.5 of the UDF outlines the public realm hierarchy and design intent for the Town Centre. Section 5.6 of the UDF outlines the indicative material palette for the Town Centre.
Identifies the location and method for deliveries, waste disposal, parking, and vehicle access, particularly for non-retail elements within the town centre.	Section 5.4 of the UDF confirms the respective movement and access arrangements within the Town Centre.
Identifies potential local bus network routes, including access to a centrally located bus interchange.	Section 5.4 of the UDF describes the public transport service and infrastructure to be provided within the Town Centre.
Identifies the proposed staging of the development of the town centre, including indicative timing of development of the main components of the centre, access arrangements at each stage, and how future development areas will be treated in the interim.	Section 6.1 of the UDF provides a response to staging. Section 5.3 of the UDF confirms the intent for the treatment of future development areas.
Responds to the relevant Requirements and Guidelines within the Sunbury South Precinct Structure Plan	Section 7.2 of the UDF provides a response to the Sunbury South PSP Town Centre Requirements and Guidelines

## 3.0 THE TOWN CENTRE SITE & IT'S CONTEXT

### 3.1. THE TOWN CENTRE SITE

The Town Centre site has naturally evolved from that shown in Figure 5 Redstone Hill Major Town Centre Concept Plan of the Sunbury South PSP. This has been in response to several matters, including the broader subdivision planning being undertaken by Villawood for the residential precinct and changes in retail and centre design with a focus on consolidated built form outcomes.

Figure 3 shows the evolution of the Town Centre boundary from the endorsed Villawood masterplan (March 2021) to the recently endorsed Villawood masterplan (November 2021). The key benefits and outcomes that flow from the modified Town Centre boundary can be summarised as follows:

- Consolidated Town Centre physical footprint.
- Siting of the Town Centre to the east of the connector road.
- Realignment of the connector road off Sunbury Road.
- Shifting of the Town Centre core towards the Sunbury Road frontage.
- Concentration of medium density residential development within a walkable catchment of the Town Centre site.

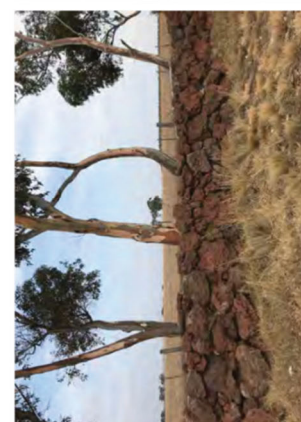
FIGURE 3 – Town Centre Site Evolution



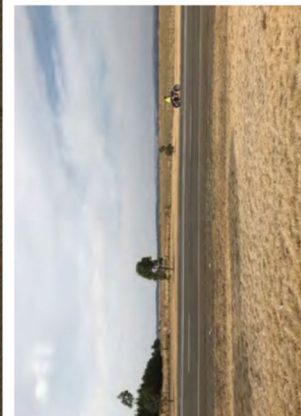


**3.1.1.1. Physical Site Context**

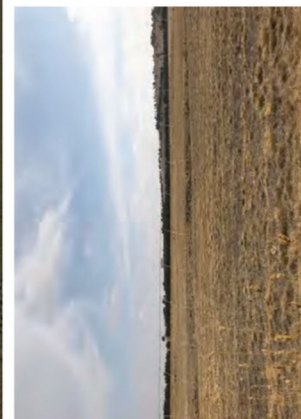
The Town Centre site is approximately 10.3 ha in size as shown in Figure 4. It is affected by a 6 metre fall from the south west to the north east and benefits from view lines to the prehistoric Redstone Hill to the south west and long distant views of the Melbourne CBD to the south-east.



Volcanic drystone wall on Shepherds Lane



Sunbury Rd Address



Site looking towards Redstone Hill



Site from Sunbury Road



### 3.2. TOWN CENTRE SITE CONTEXT

The Town Centre site is located within the Sunbury South Precinct Structure Plan area. It is strategically located on Sunbury Road, which is one of two main regional arterial routes between the broader Sunbury area and the greater Melbourne region.

The Town Centre sits approximately 5 kilometres south-east of the established Sunbury Town Centre, 12 kilometres from Melbourne Tullamarine Airport and 40 kilometres from Melbourne CBD.

Figure 5 below shows the context of the site within the Sunbury South PSP boundary. The Town Centre is centrally positioned within the PSP and is framed by education, open space and higher density residential uses. Redstone Hill are critical factors influencing the siting and design orientation of the Town Centre.

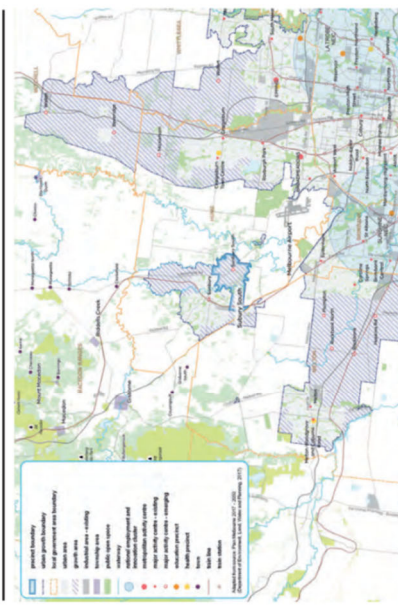
Figure 6 shows the regional context of the Sunbury South PSP and location of the Sunbury South Town Centre therein.

FIGURE 5 – Site Context Plan

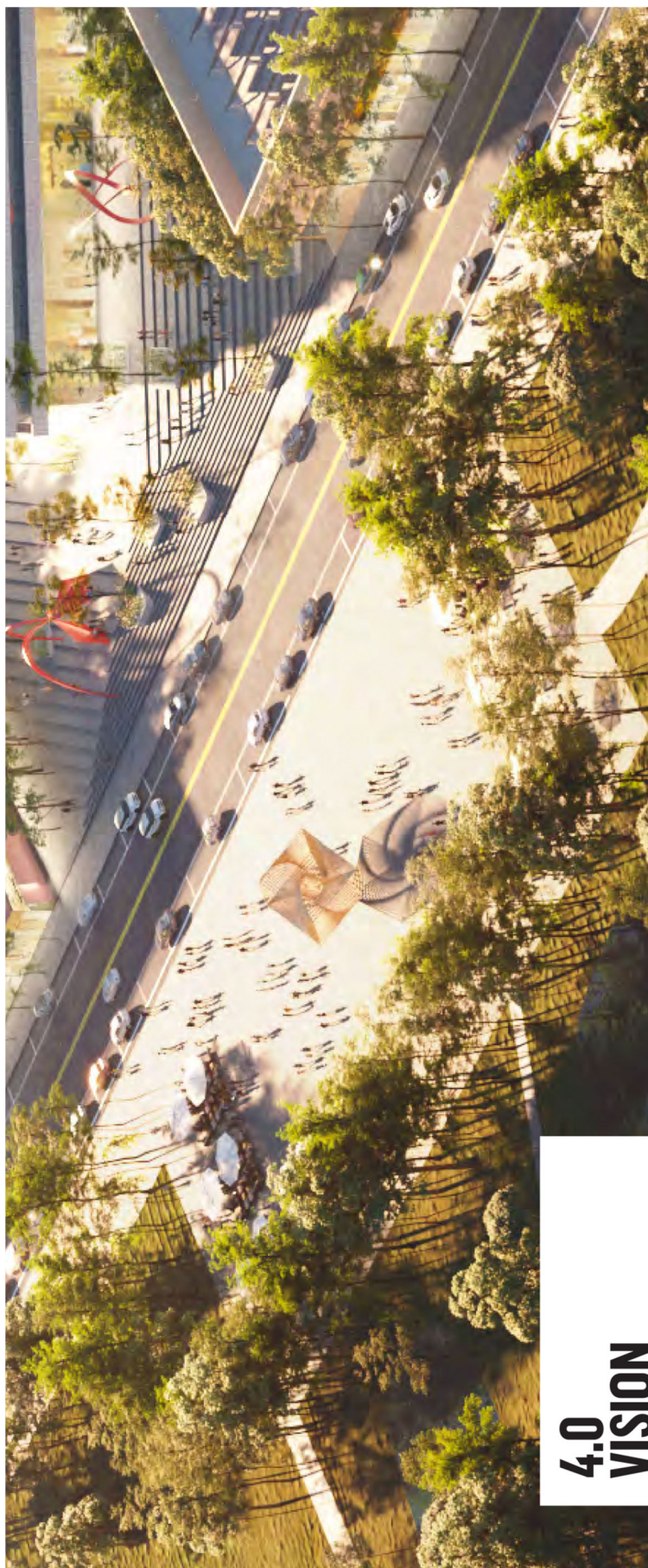


Source: Sunbury South PSP

FIGURE 6 – Regional Context Plan







The Sunbury South Town Centre will be the cornerstone of the Sunbury South PSP area providing for the civic needs of the emerging community. In doing so, the Town Centre will deliver upon the outcomes envisaged by the Sunbury South Precinct Structure Plan in a manner that embellishes outdated typologies.

The Town Centre will be a truly civic-oriented place that provides a diversified mix of key uses within a consolidated footprint. Through the reconfiguration of extensive ground plane car parking areas, the Town Centre will be pedestrian prioritised underpinned by key organising elements that push primary vehicle movements to its perimeter and integrates car parking areas within the built form.

The Concourse will take the form of the re-imagined main street, fully weather protected and pedestrian prioritised. The Precinct Loop will circumnavigate the urban core traversing the Concourse at strategic points and providing a safe, functional and interactive pedestrianised public realm spaces.

Utilising the Precinct Loop, the Town Centre will strongly integrate with its surrounding context providing for accessibility to and from residential areas to the west and south and the broader open space network.

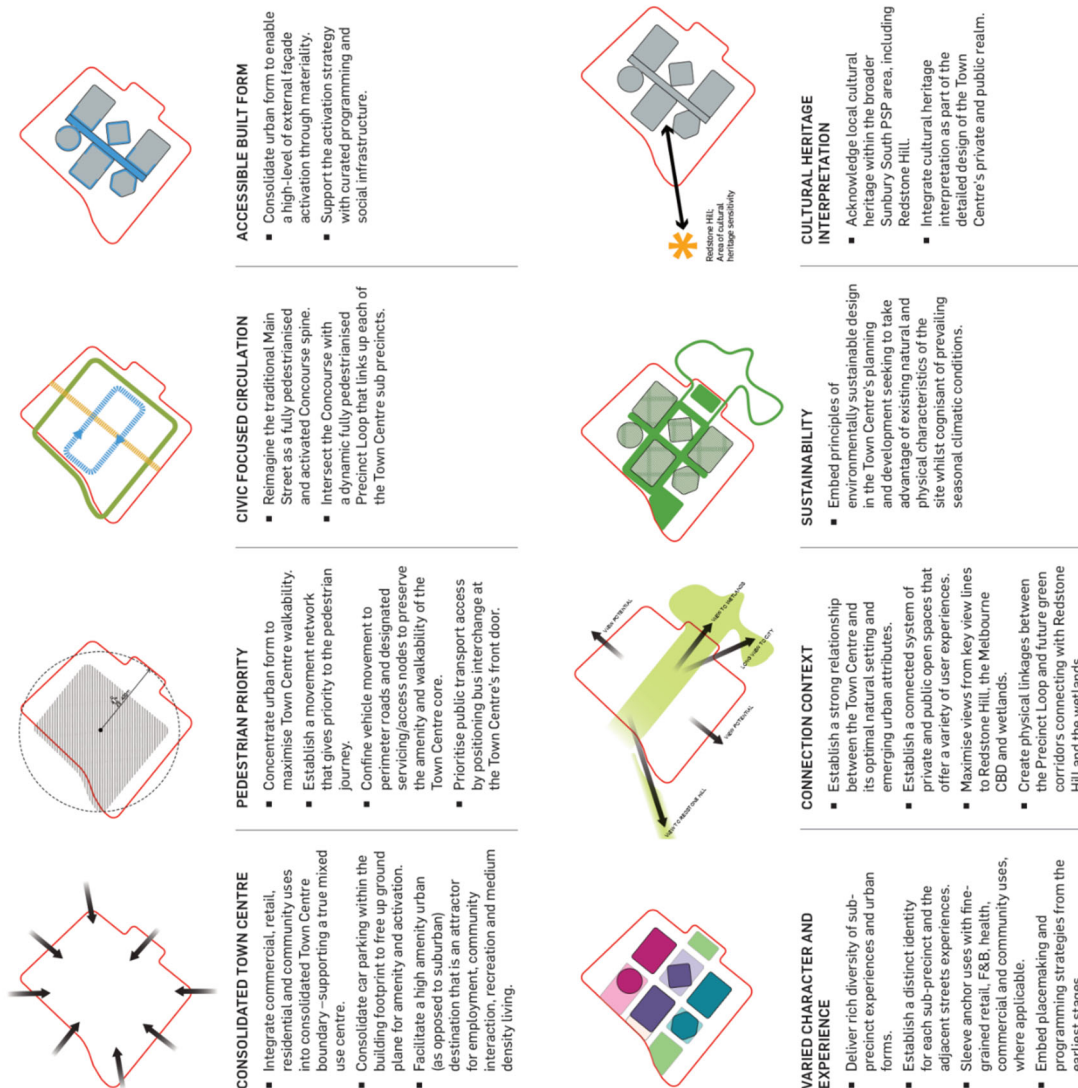
Through its consolidated design and efficiencies of land use, the Town Centre will ultimately deliver the coalescence of anchor retail tenancies, speciality retail, office, commercial, residential, and open space around the Concourse and Precinct Loop. A diverse network of public realm spaces will be integrated with key built form and land uses to provide a sense of place, activation and transparency ensuring the centre acts as a multi-purpose destination.

# 5.0 URBAN DESIGN FRAMEWORK

## 5.1. URBAN DESIGN PRINCIPLES

The Town Centre urban structure is underpinned by a suite of guiding urban design principles.

The design principles build on the vision, key organising elements and concept plan provided in the Sunbury South PSP to support the future urban structure for the Town Centre.





5.2. URBAN FRAMEWORK PLAN

5.2.1. Key Organising Elements

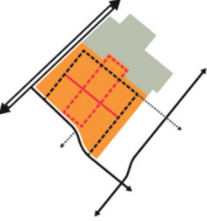
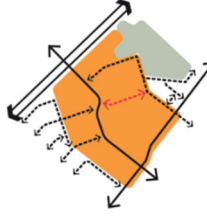
The UDF urban structure has been guided by a suite of organising elements in relation to urban design, movement, open space, place-making, character and views.

Table 1 below compares the Redstone Hill Major Town Centre Key Organising Elements contained in the Sunbury South PSP with the key organising elements that underpin the Sunbury South Town Centre UDF.


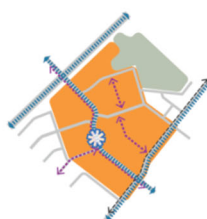
The comparative assessment confirms that the UDF is consistent with all of the broad structural elements and design ambitions of the PSP, albeit within a modified Town Centre typology.

TABLE 2 Key Organising Elements



URBAN DESIGN FRAMEWORK EXTENT

SUNBURY SOUTH TOWN CENTRE UDF KEY ORGANISING ELEMENTS	PSP TOWN CENTRE KEY ORGANISING ELEMENTS	COMPARATIVE ASSESSMENT
 <ul style="list-style-type: none"><li>AREA SUBJECT TO URBAN DESIGN FRAMEWORK</li><li>ARTERIAL ROAD</li><li>CONNECTOR STREET</li><li>KEY LOCAL ACCESS STREET</li><li>VEHICULAR LOOP</li><li>PEDESTRIAN PRIORITY LOOP</li><li>STORMWATER ASSET</li></ul>	 <ul style="list-style-type: none"><li>AREA SUBJECT TO URBAN DESIGN FRAMEWORK</li><li>ARTERIAL ROAD</li><li>CONNECTOR STREET</li><li>KEY LOCAL ACCESS STREET</li><li>VEHICULAR LOOP</li><li>PEDESTRIAN PRIORITY LOOP</li><li>STORMWATER ASSET</li></ul>	<p>The location of the Town Centre is now shifted to the east of the connector road providing for a more functional and consolidated layout.</p> <p>The intent to provide access to the adjoining road network and broader surrounding areas remains achievable including access to adjoining stormwater assets.</p> <p>The provision of a feature main street in the form of the fully pedestrianised Concourse will ensure even greater accessibility, vibrancy and activity within the urban core.</p> <p>Greater vehicle access is provided by virtue of the vehicular loop road rather than reliance on the connector road. This builds on the intent for the Town Centre area to be accessible.</p>

MOVEMENT NETWORK

SUNBURY SOUTH TOWN CENTRE UDF KEY ORGANISING ELEMENTS	PSP TOWN CENTRE KEY ORGANISING ELEMENTS	COMPARATIVE ASSESSMENT
 <ul style="list-style-type: none"><li>AREA SUBJECT TO URBAN DESIGN FRAMEWORK</li><li>STREET NETWORK</li><li>INDICATIVE TRANSPORT INTERCHANGE</li><li>BUS CAPABLE ROADS</li><li>PEDESTRIAN CONCOURSE (FEATURE MAIN STREET)</li><li>PEDESTRIAN PRIORITY LOOP</li><li>DEDICATED 2-WAY BIKE PATH</li><li>SHARED PATH</li></ul>	 <ul style="list-style-type: none"><li>AREA SUBJECT TO URBAN DESIGN FRAMEWORK</li><li>STREET NETWORK</li><li>INDICATIVE TRANSPORT INTERCHANGE</li><li>BUS ROUTE</li><li>DEDICATED 2-WAY BIKE PATH</li><li>SHARED PATH</li></ul>	<p>The road network has been shifted to the periphery of the Town Centre but importantly, access to key connector routes off Sunbury Road and Redstone Hill Road remain.</p> <p>Bus routes remain fully accessible within the Town Centre including the provision of an indicative bus interchange location.</p> <p>The shared path network will be increased to provide critical connections to the urban core and its fully pedestrianised key organising elements.</p>

OPEN SPACE

SUNBURY SOUTH TOWN CENTRE UDF KEY ORGANISING ELEMENTS	PSP TOWN CENTRE KEY ORGANISING ELEMENTS	COMPARATIVE ASSESSMENT
 <ul style="list-style-type: none"><li>AREA SUBJECT TO URBAN DESIGN FRAMEWORK</li><li>PUBLIC SPACE NODE</li><li>COVERED LINEAR SPACE</li><li>LINEAR OPEN SPACE</li><li>OPEN SPACE</li></ul>	 <ul style="list-style-type: none"><li>AREA SUBJECT TO URBAN DESIGN FRAMEWORK</li><li>PUBLIC SPACE NODE</li><li>LINEAR OPEN SPACE</li><li>TOWN CENTRE PUBLIC SPACE</li><li>OPEN SPACE</li></ul>	<p>The consolidated nature of the Town Centre builds on the PSP concept plan's intent for open space and public realm. However, through consolidation, it has been able to create even stronger links with adjoining assets and provide more open space and high-quality public realm.</p>

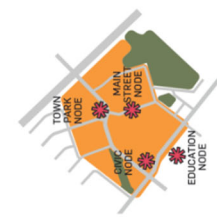
## PLACEMAKING

### SUNBURY SOUTH TOWN CENTRE UDF KEY ORGANISING ELEMENTS



- AREA SUBJECT TO URBAN DESIGN FRAMEWORK
- DESTINATION NODE
- PEDESTRIAN CONCOURSE (FEATURE MAIN STREET)
- PEDESTRIAN PRIORITY LOOP

### PSP TOWN CENTRE KEY ORGANISING ELEMENTS



- AREA SUBJECT TO URBAN DESIGN FRAMEWORK
- DESTINATION NODE

### COMPARATIVE ASSESSMENT

Destination nodes have been increased within the Town Centre maintaining the desired outcome but improving it in terms of accessibility to these key nodes.

## VIEWS AND VISTAS

### SUNBURY SOUTH TOWN CENTRE UDF KEY ORGANISING ELEMENTS



- AREA SUBJECT TO URBAN DESIGN FRAMEWORK
- KEY VISTAS TO OPEN REDSTONE HILL
- KEY VISTAS TO OPEN REDSTONE HILL
- POTENTIAL VIEWS TO OPEN SPACE
- BOULEVARD VIEW

### PSP TOWN CENTRE KEY ORGANISING ELEMENTS



- AREA SUBJECT TO URBAN DESIGN FRAMEWORK
- KEY VISTAS TO OPEN REDSTONE HILL
- KEY VISTAS TO OPEN REDSTONE HILL
- POTENTIAL VIEWS TO OPEN SPACE
- BOULEVARD VIEW

### COMPARATIVE ASSESSMENT

The intent of the PSP organising elements to retain key viewlines at key points to Redstone Hill are carried through in the UDF.

## CHARACTER PRECINCTS

### SUNBURY SOUTH TOWN CENTRE UDF KEY ORGANISING ELEMENTS



- AREA SUBJECT TO URBAN DESIGN FRAMEWORK

### PSP TOWN CENTRE KEY ORGANISING ELEMENTS



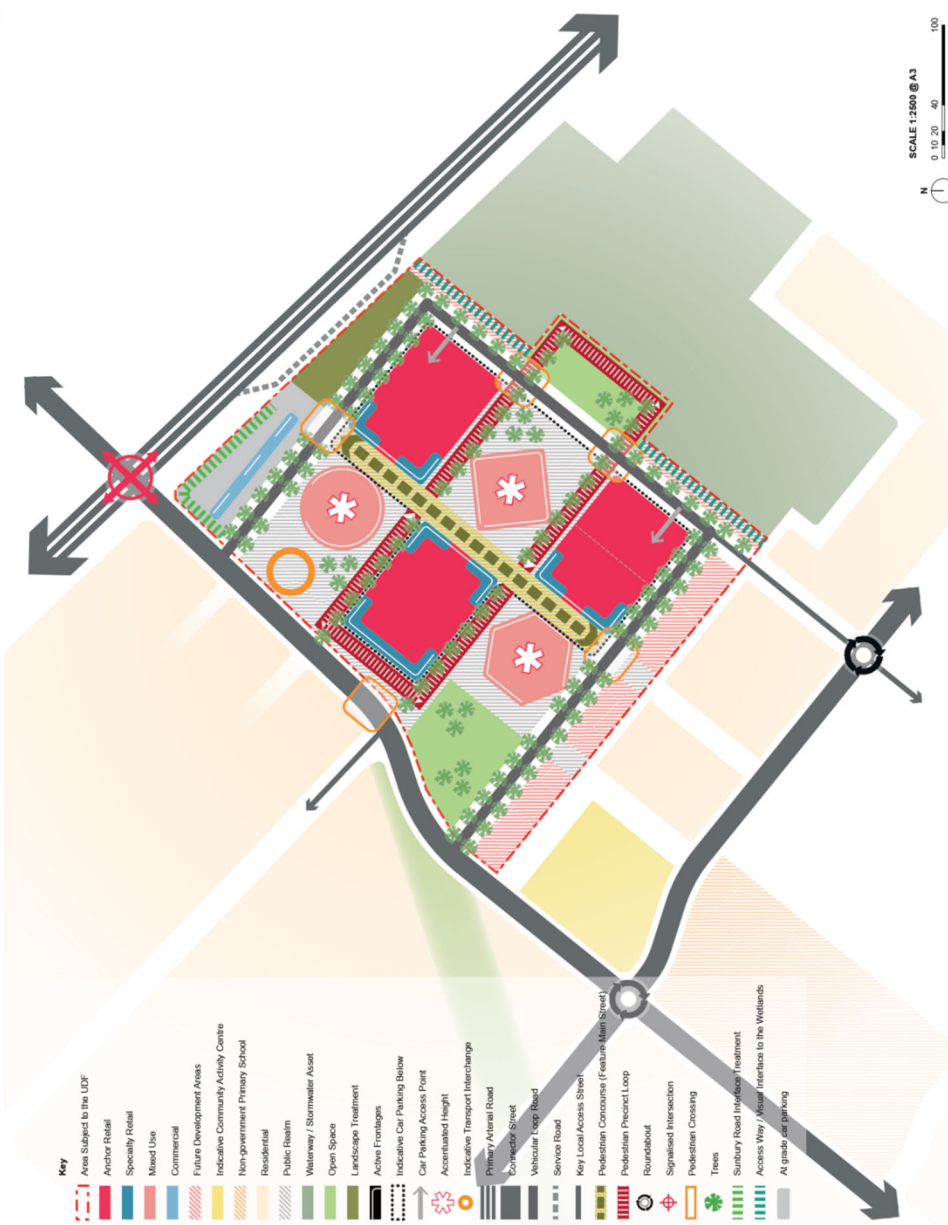
- AREA SUBJECT TO URBAN DESIGN FRAMEWORK

### COMPARATIVE ASSESSMENT

The character precincts envisaged by the PSP organising elements are largely delivered by the UDF.

The UDF also includes the integration of a number of character precincts into the "Town Centre Civic, Mixed Use Character" precinct and the inclusion of a residential character precinct adjoining the south of the Town Centre.

FIGURE 7 – Sunbury South Urban Design Framework Plan



## 5.2.2. Urban Design Framework Plan

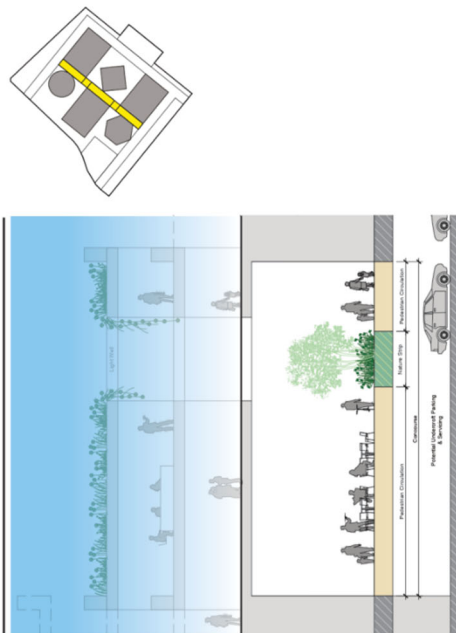
The Town Centre urban structure is underpinned by a design philosophy that seeks to consolidate activity centre uses around a dynamic Concourse and Precinct Loop.

Key features of the urban structure include:

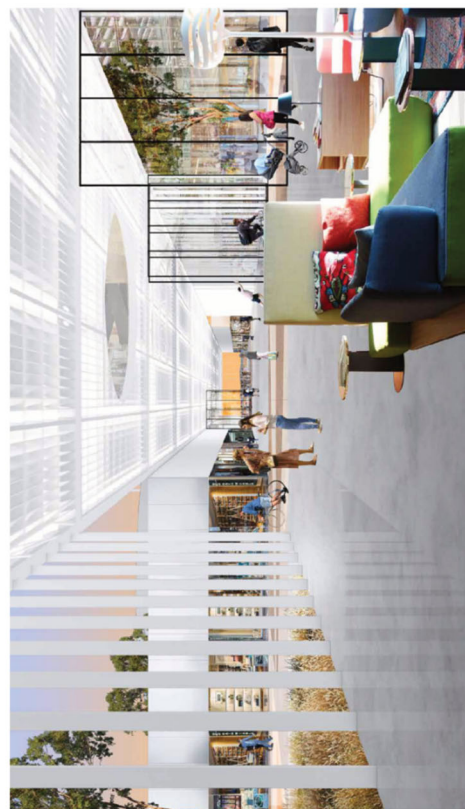
- A consolidation of mixed-use retail, commercial, residential and community activities within a high quality public realm environment.
- Compact urban form achieved through vertical stacking of commercial and residential uses above the retail focused ground plane without compromising key viewlines to Redstone Hill.
- A hierarchy of Town Centre circulation, addressing any potential user conflicts through the provision of defined pedestrian circulation loops and separated vehicular loop roads.
- A Concourse spine that acts as a 're-imagined' main street that is traversed by the Precinct Loop.
- A Precinct Loop that enables prioritisation of pedestrian movement throughout the centre.
- Varied character nodes at intervals along the public circulation loops that will enhance pedestrian experience and the civic centre character.
- A compact and dense Town Centre built form that enables a clear articulation of the different buildings and their uses, allowing for visual definition of hierarchy and access using high quality facade materials and consistent facade activation.
- Defined public spaces that will anchor the east/west edges of the Precinct Loops ensuring integration with the broader green spine network, leading to Redstone Hill and key green infrastructure assets such as the wetlands.
- Maximisation of contextual views and vistas from the Town Centre to Redstone Hill and long distance views to the Melbourne CBD.



**FIGURE 8** – Indicative Concourse cross section



Note: upper levels to be determined as part of future stages)



indicative render of Sunbury South Town Centre Concourse

The concept of directing major vehicle flows to a 'ring road' around the edge of an activity centre greatly contributes to improving pedestrian amenity and safety within the core of an activity centre. The case for separation of vehicle and pedestrian movement within centres will only be strengthened in the post COVID context, where communities will expect their centres to serve multiple purposes – as places that offer retail amenity, flexible workspaces, social and civic gathering spaces, health and wellbeing activities.

## Concourse

The Concourse represents one of the primary organising elements of the Town Centre. It comprises the re-imagined 'Main Street' that will be the primary address for all of the major retail anchors and many of the specialty retail uses that sleeve the larger format uses.

Unlike the PSP traditional main street model, the Concourse will be fully pedestrianised and weather protected providing for a great sense of place and a friendly environment. In all other respects, it delivers comparable public benefits to a main street arrangement.

- Incorporating finer grained speciality retail/F&B/healthy office uses along the length of the concourse, effectively 'slewing' the larger retail anchors that also have a front door to the Concourse.
  - Incorporating varied spaces for informal community gathering, socialisation and respite.
  - Providing connections to 'secondary streets/circulation networks' that are also pedestrianised (noting that the PSP showed two pedestrian priority links extending off Main Street, while the UDF expands on this idea with a pedestrianised 'loop' intersecting the Concourse, to encourage improved cross-centre circulation).
  - Supporting night- time activation of the Concourse and Precinct Loop beyond traditional hours of operation.
- The Concourse will intersect with the Precinct Loop (increasing opportunities for key public realm nodes). Figure 8-10 shows an indicative cross section of the Concourse as shown below.

Key elements of the UDF Framework Plan are discussed below.

## Consolidated Town Centre Footprint

The cornerstone of the UDF is the consolidation of its component uses – retail anchors, commercial office, community and residential uses, and car parking areas – into a compact urban frame. This will serve multiple benefits by:

- Embedding the activity centre 'ideal' originally promoted within Melbourne 2030, which expressly encouraged a broadening of the land use base and a move towards more compact, vertically focused centres with car parking located below ground.
  - Avoiding large expanses of at grade car parking and substantially reducing the distance that visitors need to travel from their cars to arrive at the heart of the centre.
  - Consolidating car parking underneath building footprints utilising the sloping nature of the site to free up the ground plane for amenity and activation.
  - Enabling the design of discrete loading activity areas.
  - Encouraging multi-purpose visitation to the activity centre because of its mixed land use base.
  - Greatly improving pedestrian movement and safety within the Town Centre by keeping trafficable roads to the perimeter.
- The UDF-Urban structure compares favourably to the UDF-SPSP Town Centre concept in terms of reducing extensive at grade car parking and greatly increasing walkability among key uses.

## Pedestrian Priority

The Town Centre will be a 'place for people' with the form and function of the urban structure responding to this key aspect of the vision. In particular, it will result in:

- A concentrated urban form that promotes and maximises the walkability of the centre.
- Movement networks that give priority to pedestrian movement.
- Vehicle and servicing activity that is directed to the perimeter roads and designated servicing/access nodes, to avoid conflict between cars, pedestrians and cyclists.
- Prioritising public transport access by positioning the bus interchange at the centre's front door.

## Precinct Loop

Similar in function of the Concourse, the Precinct Loop is a primary organising element of the Town Centre.

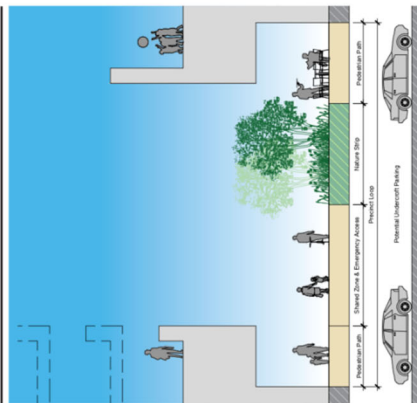
The pedestrianised Precinct Loop will provide continuous accessibility throughout the Town Centre, connecting the core of the centre to its broader context and beyond. It is also integral to the retail and pedestrian experience, providing a complementary retail environment to that found along the Concourse, with the potential for precinct based lifestyle, outdoor F&B and leisure/entertainment uses to activate the 'local street' environments within the loop.

Figure 9 shows an indicative cross section of the Precinct Loop.

Key functional aspects of both the Concourse and Precinct Loop indicative street cross sections include:

- Pedestrian centric- 100%.
- Reduced street reservation that enables it to have flexibility beyond typical street cross section requirements.
- Removal of carriageways.
- Removal of car parking bays.
- Greater integration of built form and cross street interaction.
- Consolidated and focused landscaped areas.
- Shared zone areas that allow for functional accessibility by other modes.

FIGURE 9 – Indicative Precinct Loop cross section

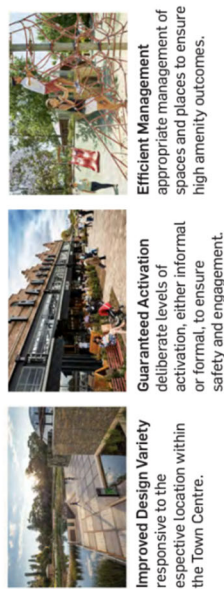


Indicative render of Sunbury South Town Centre Precinct Loop

## High Quality Public Realm

Areas of high quality public realm will be a defining feature of the Town Centre that integrate seamlessly with the key structural elements. The consolidation of the majority of at grade car parking within undercroft car parking areas will allow for the provision of distinct, manageable and safe areas of public realm that harness the vision for the Town Centre, as being a people-centric place.

Key objectives for the Town Centre's public realm include:



### Improved Design Variety

responsive to the respective location within the Town Centre.

### Guaranteed Activation

deliberate levels of activation, either informal or formal, to ensure safety and engagement.

### Efficient Management

appropriate management of spaces and places to ensure high amenity outcomes.

The detailed design of the public realm will be guided by design principles to ensure development, delivery and management meets the vision for these areas. A suite of activation guidelines will also apply to the variety of public realm spaces within the Town Centre to guide their ongoing programming. These activation guidelines will be 'rules to live by' and include:

- **All people are the same** - Through design, delivery and management, we will activate public spaces ways that welcome everyone.
- **All people are different** - Through a rich mix of different activities and programming, we will invite people to feel comfortable to be themselves.
- **Be distinctive** - Redefining the role of an activity centre in a growing and evolving suburb means activating in accessible and unique ways.
- **Be for Sunbury** - By maintaining a relationship to iconic land and people, our public programming will represent community.
- **Activate the everyday** - We seek to be a dynamic anchor in the community that is active, enjoyable and engaging throughout the year.
- **Program for the future** - With the current and future needs of our community front of mind, we deliver experiences built for the future.





Indicative render of Sunbury South Town Centre Concourse from the Urban plaza.

Other key aspects of the UDF Framework Plan include:

- A Town Centre location that is positioned closer to the Sunbury Road frontage, creating opportunities for convenient service highway uses, car parking and landscaping to activate the centre's frontage.
- Leveraging the topography of the site to integrate undercroft parking beneath the built form, where it will be less visible and more accessible to the town centre spaces above.
- An integrated bus interchange location adjacent to the heart of the Town Centre, which is accessible from the new connector road off Sunbury Road.
- A 'future proofed' design that provides flexibility for a vertical mix of uses to establish over time. Above ground floor uses will comprise a mix of community, commercial and residential opportunities. Built form will retain key view lines to Redstone Hill.
- Provision of a broad palette of open space and public realm experiences within the Town Centre. The two key local parks have been deliberately positioned as 'bookends' to the centre which also afford seamless connection to the broader open space network.
- Identification of future development sites within the southern and eastern extent of the Town Centre, subject to further detailed feasibility analysis.

### 5.2.3. Urban Design Framework Plan Comparative Assessment

Outlined in Table 3 is a comparative analysis of Figure 5 Redstone Hill Major Town Centre Concept Plan contained in the PSP and the proposed Sunbury South Town Centre UDF Framework Plan.

The analysis confirms a high level of alignment between the two schemes in the context of the 'generally in accordance with' principle.

FIGURE 10 – Redstone Hill Major Town Centre Concept Plan

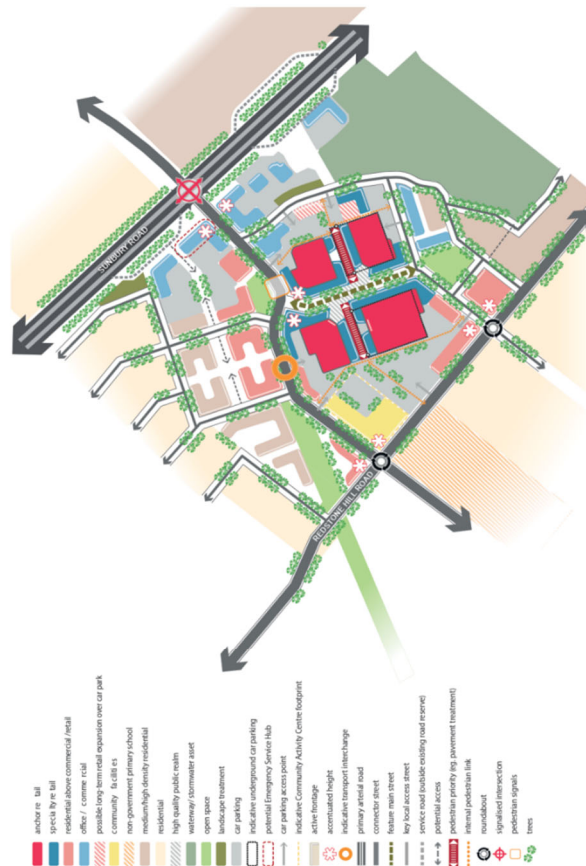


FIGURE 11 – Sunbury South Town Centre UDF Framework Plan

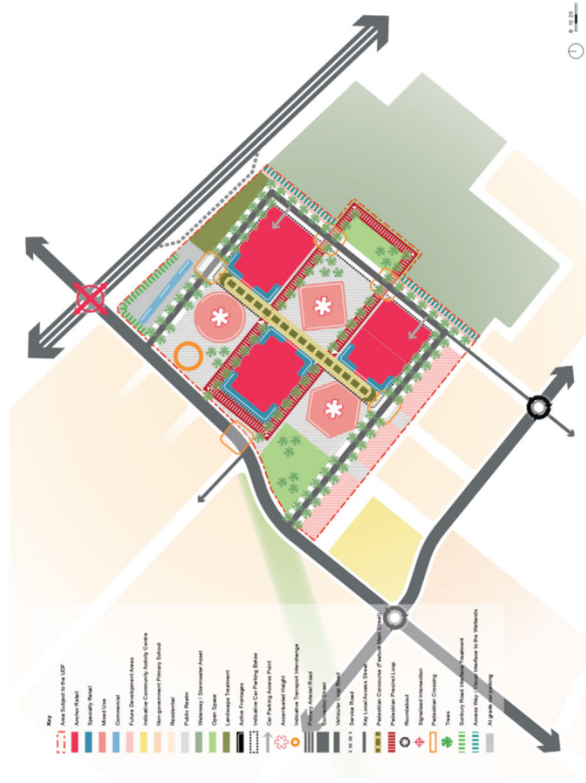




TABLE 3 Sunbury South Town Centre Key Features Comparative

KEY FEATURES	RESPONSE	KEY FEATURES	RESPONSE
<b>Anchor Retail</b>	<ul style="list-style-type: none"> <li>As with the PSP concept plan, the UDF consolidates and locates key anchor retail tenancies along the re-imagined Main Street network comprising the fully weather protected Concourse.</li> <li>Anchor retail tenancies are distributed along the length of the Concourse to ensure appropriate distribution of tenancy mix and offer.</li> </ul>	<b>Open Space</b>	<ul style="list-style-type: none"> <li>Open space to be provided, in addition to high quality landscaped areas, book ends the eastern and western extent of the Town Centre linking with proximate green corridors and blue assets.</li> <li>The UDF integrates with wetlands to the east through the provision of a dedicated local park, as opposed to the PSP concept plan which effectively turns its back on it. Integration with this asset provides greater levels of access to passive open space and the creation of new green links.</li> </ul>
<b>Speciality Retail</b>	<ul style="list-style-type: none"> <li>As with the PSP concept plan, the UDF sleeves anchor retail tenancies with speciality retail and other uses to ensure a vibrant mix of uses and activation at different times of the day.</li> <li>Speciality retail is accessible from both the fully pedestrianised Concourse and Precinct Loop.</li> </ul>	<b>Car Parking</b>	<ul style="list-style-type: none"> <li>As an alternative to the expansive areas of at-grade car parking that are proposed in the PSP, the UDF utilises the topography of the land to consolidate the majority of car parking within the undercroft of the built form.</li> <li>Ultimately, this leads to an improvement in land use efficiency that frees up the ground plane and enables a greater provision of landscaped spaces and public realm within areas previously dominated by at grade parking. Consolidation of car parking also provides for more focused vehicle trips to a smaller number of designated car parking locations, thus, removing multiple access and egress points around the Town Centre.</li> </ul>
<b>Residential above commercial/retail</b>	<ul style="list-style-type: none"> <li>The consolidated nature of the Town Centre provides future opportunities for residential and/or commercial to be provided at upper levels of the urban core rather than distributed around the periphery, as per the PSP concept plan. This will create a greater mix of uses within the urban core and thus, greater vibrancy and activation.</li> </ul>	<b>Feature Main Street</b>	<ul style="list-style-type: none"> <li>Both the PSP concept plan and UDF provide for a main street typology, albeit that the UDF contemplates a fully pedestrianised, weather protected street experience as opposed to a vehicular based street.</li> </ul>
<b>Office/Commercial</b>	<ul style="list-style-type: none"> <li>Integration of office/commercial uses within the urban core enables future office workers to leverage from the amenity on offer within the retail centre. This is considered an improvement on the PSP town centre layout which positions the proposed office uses in a relatively isolated location, that is not as well connected to the primary retail amenity.</li> </ul>	<b>Pedestrian Priority</b>	<ul style="list-style-type: none"> <li>The UDF prioritises pedestrian movement through the heart of the urban core, removing vehicles from the re-imagined Main Street and intersecting this with a fully pedestrianised loop.</li> <li>The improvements shown in the UDF are therefore greater pedestrian prioritisation, creation of key pedestrian routes to destinations and full connection/accessibility rather than minimal priority links between at-grade car parking areas and the traditional main street.</li> </ul>
<b>Community Facilities</b>	<ul style="list-style-type: none"> <li>The UDF provides opportunity within the urban core of the centre for community facilities/ services that complement the proposed uses in the CAC.</li> </ul>		
<b>Medium/ high density residential</b>	<ul style="list-style-type: none"> <li>The UDF supports opportunities for medium/high density residential to be provided at the upper levels of the Town Centre, to support it's 24/7 activation.</li> <li>There are further opportunities for medium/high density residential development at the periphery of the UDF boundary, as a result of the compact nature of the Town Centre.</li> </ul>		
<b>High-quality public realm</b>	<ul style="list-style-type: none"> <li>The urban structure of the UDF creates opportunities for a broad range of public realm spaces and experiences, located in the spaces between buildings and concentrated around the Precinct Loop and Concourse. A Public Realm Strategy has been developed by Right Angle Studios to identify a clear hierarchy and potential role for each public realm area, outlining possible activation approaches that may be employed in the future detailed design and delivery of these spaces.</li> </ul>		

## 5.3. LAND USE

The Sunbury South PSP establishes the overarching direction for land use within the Town Centre and envisages the following key uses:

- Anchor Retail
- Speciality Retail
- Residential above Commercial
- Office/Commercial
- Community Facilities
- Residential
- Public Realm and Landscaping

The UDF makes provision for these uses and for the nominated floorspace allocations identified within the Sunbury South PSP for key land uses such as retail.

### 5.3.1. Land Use Zoning

The Town Centre is subject to the provisions of the Commercial 1 Zone, as applied by Schedule 9 to Clause 37.07 Urban Growth Zone (Sunbury South Precinct Structure Plan).

The Commercial 1 Zone allows for a range of uses to occur without a permit and other uses that require a permit. Schedule 9 to the UGZ sets out conditions where a permit may be required to exceed floorspace caps. This includes a nominated floorspace cap of 25,000 sq. metres for Shop uses in the Sunbury South Town Centre.

### 5.3.2. Land Use Composition and Distribution

The land use composition and distribution throughout the Town Centre is shown in Figure 7 Urban Design Framework Plan. The UDF Framework Plan allows for the delivery of floor space within both the vertical and horizontal planes, recognising the intent for the Town Centre to be a multi-level, integrated mixed-use place that supports different densities and scale of built form.

#### 5.3.3. Retail

The Town Centre will be anchored by major retail tenancies and supported by a wide diversity of speciality retail offerings.

The anchor retail tenancies will establish destinational attractors at the northern, central and southern sections of the Concourse, with their primary entries oriented to this spine.

Specialty retail tenancies, including a wide variety of food and drink premises, will sieve the anchor tenancies along the Concourse and Precinct Loop to create a vibrant street experience.

The UDF allows for up to 25,000 sq.metres of Shop floorspace, in line with the floorspace cap provided in Schedule 9 to the Urban Growth Zone. The initial stage of the Town Centre will see the delivery of approximately 15,000 sq. metres of retail floorspace.



Example of retail experience

#### 5.3.4. Community Facilities

The UDF contemplates a flexible approach to the provision of community facilities within the consolidated Town Centre footprint, preserving land for a Council operated facility to co-locate with the primary school, while also creating opportunities for allied community services/facilities within the retail core.



Example of community focused facility

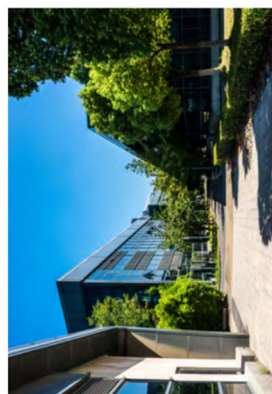
#### 5.3.5. Commercial and Office

Commercial and Office uses will be integrated within the core of the Town Centre, both at ground and upper levels. Smaller scale office uses including banks, medical centres, travel agents, etc., will form part of the retail streetscapes along the Concourse and Pedestrian Loop, while larger office tenancies will occupy upper level spaces above the retail ground plane.

Consistent with the PSP, the UDF makes provision for approximately 10,000m2 of commercial office within the Town Centre, albeit that this space is now consolidated within the urban core rather than positioned as stand alone buildings along the Sunbury Road frontage (as contemplated by the PSP).

The consolidation of commercial and office uses into the core of the Town Centre is considered an improved land use outcome, enabling office users to enjoy the benefit of increased proximity to the wide ranging retail amenity and public realm spaces that will be abundant through the ground plane of the centre.

Along the Sunbury Road frontage, a series of service highway sites are proposed to enable commercial uses that benefit from the visual exposure afforded by this road frontage. The nature of such commercial uses will be influenced by market factors, and assessed through future planning permit processes. The service highway sites will be accessed via a service road off Sunbury Road allowing for ease of entry and exit. To acknowledge and address this location as the primary gateway to the Town Centre, a high quality built form outcome, supported by a robust landscaping strategy, will be necessary to successfully integrate these uses.



Example of commercial and office space



### 5.3.6. Residential

Consistent with activity centre policy, opportunities for higher density residential uses will be provided at upper levels of the Town Centre to support its vibrancy and activation. Medium density development will also be focused within a 400m walkable catchment of the Town Centre to enable a transition to conventional density neighbourhoods beyond. This will bring medium density residential uses closer to the Town Centre core than envisaged by the Sunbury South PSP, increasing the residential population located within a 400m catchment of the centre.

Integration of residential uses at upper levels will contribute to the vitality of the Town Centre ensuring it becomes a genuine mixed use place.



Example of residential above retail/commercial space

### 5.3.7. Open Space

The Town Centre open space network will be anchored by key structural elements such as the Precinct Loop. The open space network will comprise both publicly accessible and privately controlled accessible areas.

Consistent with the PSP, two local parks will bookend the eastern and western ends of the Town Centre, directly accessed from the Precinct Loop.

The local park to the west will enable opportunities to connect with the broader open space network including the green linear reserve link to Redstone Hill. The local park adjacent to the wetlands will contribute to the integration of this key blue infrastructure asset with the Town Centre creating a truly connected public realm outcome.

Publicly accessible private open space areas, including the Precinct Loop, will be controlled by SRL and will be subject to a management and operational framework.

Further details on the public realm hierarchy, activation, ownership and management of open space within the Town Centre boundary is provided at Section 5.5 of the UDF (Public Realm and Landscaping).



Example of people focused open space

### 5.3.8. Future Development Areas

The UDF contemplates possible future development areas on the outer edge of the Town Centre. Similar to the need to consider programmed activation of vacant land within the Town Centre as it develops, there will also be a need to consider the long-term development opportunities on the periphery of the Town Centre, as the staged development of the Town Centre is delivered.

These areas will be considered for their interim and ultimate land use, connection and relationship with the Town Centre and importantly, as transitional areas between the residential and wetland interfaces to the south and east of the Town Centre.

An appropriate interface treatment between the wetlands and future built form will be required. Future development within this area must deliver a local street interface to the wetlands, with built form that is designed to address and overlook the wetland environment. Future development will not present a 'back of house' interface to the wetlands.

Interim land uses may consist of soft and hard landscaping, additional parking, EV charging stations, solar panels or similar future development opportunities.

### 5.3.9. Land Use Guidelines

<b>G1</b>	A robust mix of land uses should be provided for within the Town Centre, with a total floor area provision that is generally in accordance with Sunbury South Town Centre Vision and Figure 7 Sunbury South Town Centre Framework Plan.
<b>G2</b>	Future Retail (Shop) uses should not exceed 25,000 sq. metres. An application that exceeds the combined leasable floor area identified for the Town Centre must prepare a Retail Impact Assessment.
<b>G3</b>	Anchor retail uses should address primary street frontages, including the Concourse and Precinct Loop.
<b>G4</b>	Anchor retail uses should not provide continuous blank facades to primary frontages and should be sleeved in appropriate locations by specialty retail uses or articulated through design treatments.
<b>G5</b>	A mix and diversity of uses should be provided addressing the Concourse and Precinct Loop to contribute to the vibrancy and vitality of these pedestrianised environments.
<b>G6</b>	Loading areas should be directed to specific servicing nodes accessed from the perimeter vehicular loop road, to minimise impact on the amenity of the Town Centre and conflict with pedestrian movement.
<b>G7</b>	Future development areas on the periphery of the Town Centre should be considered for uses complementary to the Town Centre core and cognisant of adjoining interfaces.
<b>G8</b>	Residential uses are encouraged at upper levels of the Town Centre to support its 24/7 activation.
<b>G9</b>	Commercial and Office uses are encouraged within the ground plane and at upper levels of the centre.
<b>G10</b>	Early stages of the project should build in flexibility to enable future stages of the Town Centre to evolve in response to changing social and economic trends/preferences.

### 5.4. MOVEMENT AND ACCESS

The UDF provides a balanced multi-modal transport network and caters for the needs of all modes of transport in an integrated manner. The movement and access network adequately addresses conflicts through the provision of safe and convenient routes for vulnerable road users.

The movement and access network will further provide opportunities to assist with successful transition at key interfaces such as the wetlands through the provision of local access connections.

The key supporting design measures incorporated into the UDF include:

- Safe travel routes for cyclists and pedestrians into and within the Town Centre.
- Conveniently located bus interchange and efficient bus network.
- A connected and permeable street network.
- Car parking and loading activities located away from high-activity areas to minimise conflicts with pedestrians and cyclists.

#### 5.4.1. Pedestrians

Pedestrian movement and access will be prioritised within the Town Centre. The pedestrian network will also be developed by providing safe and efficient connections between the Town Centre and surrounding residential areas.

The key structural elements of the UDF comprising the Concourse and Precinct Loop will create a higher order pedestrian priority network connecting all buildings to support activation of frontages, which further enhance passive surveillance.

Pedestrian priority crossing infrastructure will be provided on all sides of the Town Centre to minimise conflict with vehicles where high pedestrian movements are expected.

Off-street parking, located underneath the Town Centre, will be designed to be safe and accessible for pedestrians of all abilities.

#### 5.4.2. Cyclists

Safe and efficient connections for cyclists accessing the Town Centre will be provided from the surrounding residential areas.

The significant network of off-road shared paths and dedicated bicycle paths will connect to the Town Centre and provide separation to pedestrians in high activity areas.

Within the Town Centre, bicycle amenities, including bicycle parking, will be located throughout to encourage local residents to ride from the local area where walking is not a convenient option.

A safe bicycle crossing will be provided along the main connector road access to the Town Centre for residents travelling from areas to the west. Priority crossings at the northern and southern ends of the Town Centre will provide direct links aligning with the Concourse to key cycling infrastructure on Sunbury Road and Redstone Hill Road.

The Concourse will be designed to incorporate low speed bicycle movements, separated from pedestrians, to provide direct links from the surrounding bicycle network and end of trip facilities.

FIGURE 12 – Pedestrian and Cyclist Plan

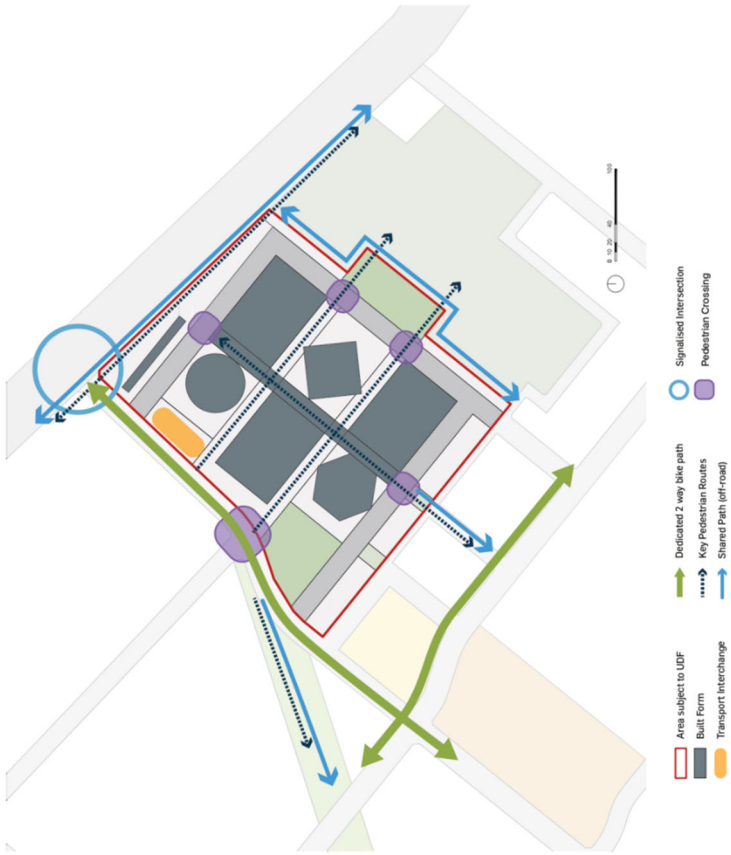


FIGURE 13 – Vehicle and Car Parking Plan



5.4.3. Public Transport

Located off the western connector road, the transport interchange will play a key role in connecting people from surrounding areas to Town Centre. It will also connect passengers with the broader public transport network.

The interchange is strategically located so that it is accessible from surrounding residential areas, whilst placing passengers directly at the front door of the Town Centre. This will make it convenient to use while providing good passive surveillance to traffic all day round.

The design and construction of the interchange will be addressed through the planning permit stage, which the relevant authorities will be consulted upon to ensure that all requirements are incorporated into its design.

The network of bus capable roads surrounding the Town Centre and size of the interchange will allow flexibility for the number and frequency of buses expected in the future. Prior to the full development of the bus network, bus stops will be located along the connector road at convenient locations.

5.4.4. Vehicles

Primary access to the Town Centre will be off Sunbury Road via a new signalised intersection to be constructed as part of the broader residential development.

Several access points will be provided along the western connector road and on Redstone Hill Road to accommodate traffic from the local area. A service road will also be provided to accommodate traffic wishing to access the service highway sites fronting Sunbury Road.

A key element of the UDF road network is the provision of a vehicular loop road around the Town Centre, which serves as the primary access to all car parking and loading areas. The layout of the vehicular loop road and access points limits the conflict between pedestrians and cyclists. Where conflicts are unavoidable, priority crossing infrastructure will be implemented on key pedestrian and cyclist desire lines.

The vehicular loop road will be designed to accommodate general vehicle traffic, buses and larger loading vehicles. Loading areas will be designed such that reversing movements will be accommodated fully within the Town Centre development.

All internal roads within the UDF area will be designed to encourage lower speeds (<40km/h). The number of access points provided will distribute traffic volumes to reduce queuing and other congestion issues within the road network.

5.4.5. Car Parking

All off-street car parking provided within the Town Centre will be located in the undercroft car parking area below the built form. The undercroft car parking will be located along the eastern extent of the Concourse accessed off the vehicular loop road. Multiple access points will be provided to this car park, to reduce congestion and queuing, while also allowing convenient access to all parts of the Town Centre.

A system of static and dynamic wayfinding through both design and signage, as well as other smart parking systems will be implemented. This will ensure legibility of access and that users are directed to available and conveniently located parking in the most efficient way possible.

Short term car parking will be provided along the vehicular loop road for drop-off or pick-up of passengers, or light goods carrying vehicles to make deliveries such as couriers.



#### 5.4.6. Pedestrian and Cyclist Guidelines

<b>G11</b>	Pedestrian and cyclist access to the Town Centre must be safe, convenient, and easily accessible for all users.
<b>G12</b>	Key pedestrian crossings, as identified in Figure 12, must prioritise pedestrian movements and be implemented once the anticipated volumes meet the relevant authority requirements.
<b>G13</b>	Publicly accessible bike parking and self-maintenance bike hubs must be provided near key community facilities and within the Concourse.
<b>G14</b>	The Concourse must provide for both pedestrian and low-speed cyclist movements.
<b>G15</b>	Bicycle parking should be both co-located and integrated with other street furniture.
<b>G16</b>	Bicycle storage change room and locker facilities should be located in businesses, where practical, in order to improve end of trip facilities for employees.
<b>G17</b>	CPTED principles, such as natural surveillance, controlled access, and good maintenance must be implemented in the design and construction of all streets and pedestrian connections.
<b>G18</b>	All open-air pedestrian connections must remain publicly accessible, at a minimum, during the bus interchange hours of operation from first to last service.
<b>G19</b>	Footpaths must be provided on both sides of all roads and streets within the area subject to the UDF, connecting with footpaths directly abutting residential areas.
<b>G20</b>	Consistent pedestrian and cyclist wayfinding signage should be provided both within the Town Centre and at key decision points in the surrounding transport network.

#### 5.4.7. Public Transport Guidelines

<b>G21</b>	Bus stops are to be designed to the satisfaction of the Department of Transport/Head of Transport for Victoria and should be provided along the main connector road until such time that the transport interchange is required to support multiple bus routes.
<b>G22</b>	The transport interchange must be designed to accommodate peak volumes of public transport commuters and visitors to the Town Centre.
<b>G23</b>	Drop-off and pick-up zones should be located along the main connector road and must not impede on the operation of the transport interchange.
<b>G24</b>	The transport interchange must be accessible to all users.
<b>G25</b>	The transport interchange must include weather protection for passengers.
<b>G26</b>	The bus interchange must include adequate lighting and opportunities for passive surveillance to ensure customer safety.

#### 5.4.8. Vehicle Guidelines

<b>G27</b>	The road network must be designed generally in accordance with Figure 13, and applicable cross sections shown in the Appendix section 7.1.
<b>G28</b>	Service and loading areas must be discreetly located away from key streets and high-quality public realm areas and consolidated between uses within the Town Centre, where possible.
<b>G29</b>	Landscaping provided along the vehicular loop road must not impact the safety of movement of vehicles in and out of the Town Centre car parks or loading areas.
<b>G30</b>	Appropriate lighting must be provided on all streets to reinforce the preferred movement network hierarchy.
<b>G31</b>	The vehicular loop road must be designed to provide for the largest expected vehicle to service the Town Centre.
<b>G32</b>	The Sunbury Road service road should be designed to accommodate vehicles up to B-double length.
<b>G33</b>	All streets, including internal pedestrian paths, must be designed to allow for service vehicle access including maintenance and waste collection for public waste facilities.
<b>G34</b>	Electric car charge points should be provided within the street network or at convenient locations within the off-street car parks.

#### 5.4.9. Car Parking Guidelines

<b>G35</b>	Car park and service vehicle access must be designed to minimise potential conflict between vehicles, building occupants, pedestrians, and cyclists.
<b>G36</b>	All car parking must be designed to include adequate lighting and opportunities for passive surveillance to ensure customer safety.
<b>G37</b>	On-street car parking should be time limit restricted to restrict its use to short-term drop-off or pickup, rideshare and taxi's, or light goods carrying loading vehicles.
<b>G38</b>	All on-street car parking should be indented and incorporate water sensitive urban design elements.
<b>G39</b>	The location of car parking entrances or on-street car parking must not compromise the safety of other road users.
<b>G40</b>	Adequate provisions of car parking should be made within the Town Centre car parks to discourage parking within surrounding residential areas.
<b>G41</b>	The provision of car parking should be informed by a detailed car parking demand assessment taking into consideration the types and locations of uses within the Town Centre, including temporal nature of demand and shared or exclusive use of spaces.
<b>G42</b>	An integrated system of appropriate car parking wayfinding signage and smart parking technologies should be provided.
<b>G43</b>	Parking for people with disabilities should be provided at a minimum in accordance with the Building Code of Australia with further supply to be determined based on the demonstrated needs of the Town Centre uses.



## 5.5. PUBLIC REALM AND LANDSCAPING

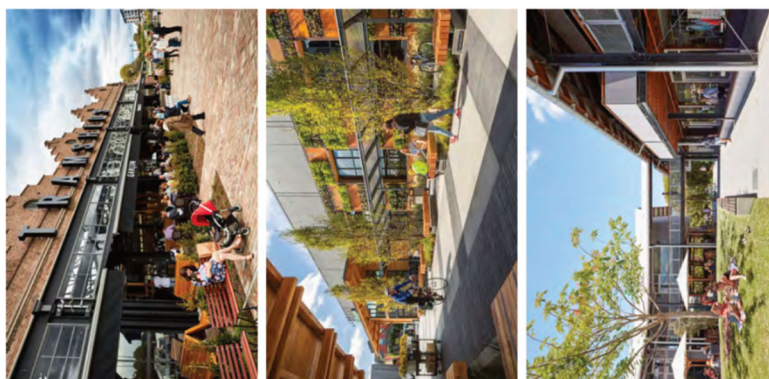
The Town Centre will provide a variety of public spaces that will enhance its amenity, commercial viability and overall liveability. Six overarching principles have been established in the Public Realm Strategy (Refer to Section 7.3 Sunbury South Town Centre Public Realm Strategy) to guide the delivery of the public realm. These principles are:

Inviting	Sustainable	Manageable
Safe	Respectful	Comfortable

The UDF itself proposes a suite of pedestrian friendly streets, green spaces and urban interfaces. Together, these will provide a safe and attractive environment that is suitable for access by the public, both day and night. Core design principles underpin the UDF vision for the public realm, which include:

- **Responding to the existing landscape** - ensuring public spaces capture views and vistas to surrounding hills, city and valleys, and providing spaces that respond to different seasonal and weather conditions.
- **A green vision** - promoting a green network that supports biodiversity, integrating green infrastructure and water sensitive urban design principles and prioritising active modes of transport including cycling, walking and public transport.
- **Providing meaningful public open spaces** - acknowledging that these spaces are a key part of a wider network of open spaces and that their function is fit for purpose for a town centre setting.
- **A diverse landscape experience** - that caters for the cultural diversity of the region and provides a variety of community experiences.

Together, the suite of public spaces provided within the Town Centre will enhance the function and environmental condition of this important civic destination.

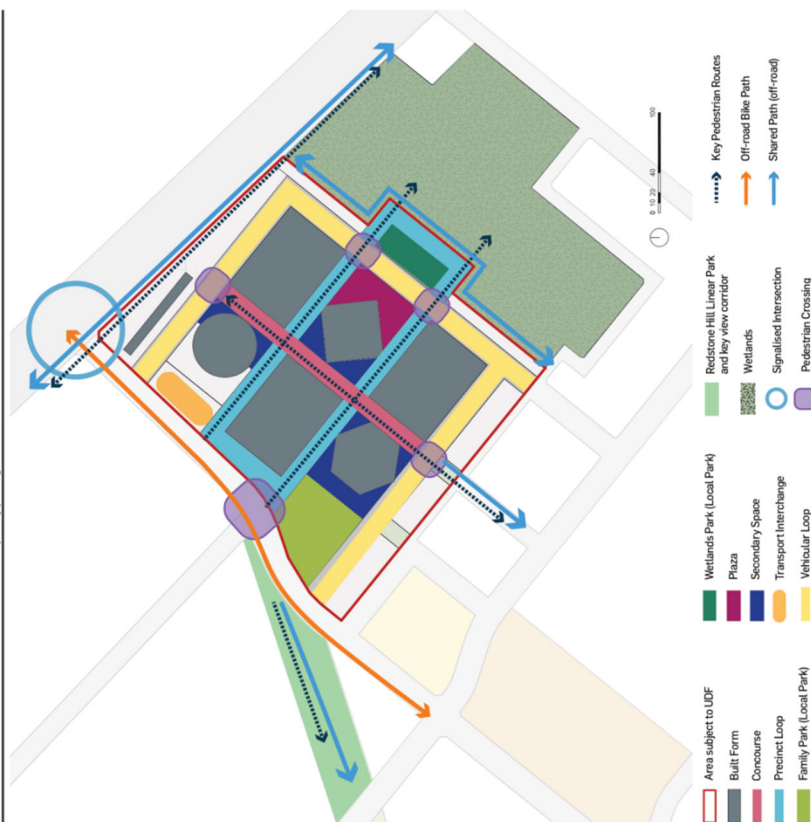


Indicative public realm character

### 5.5.1. Public Realm Typologies

The Town Centre public realm typologies are shown in Figure 14 with their respective descriptions and indicative design principles set out in the following sections.

FIGURE 14 – Public Realm & Landscape Typologies



### 5.5.2. Concourse

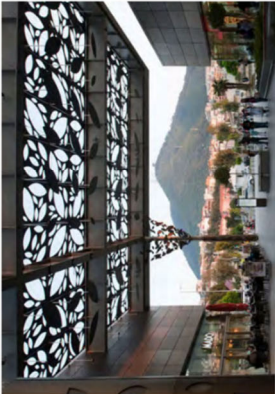
The Concourse will provide a vital pedestrian link through the heart of the Town Centre and will be the main focal point of the public realm. Imagined as a green spine, it will provide a spacious and generously activated pedestrian only connection with strong links to the adjacent retail and commercial areas.

Key moments of activation will be at the northern and southern extent of the Concourse and where it intersects with the Precinct Loop. There will be opportunities to maximise these key interlinking nodes to create a high amenity public realm outcome that book-end this key pedestrian route.

#### Design Principles

- A visually cohesive public link with clear sightlines
- Consideration of green facades and other greening strategies
- High quality furniture and paving
- Integration of lighting and public art as wayfinding markers

Indicative Program and Character



### 5.5.3. Precinct Loop

The Precinct Loop will be a key public realm destination in the Town Centre. It will act as the conduit to key destination nodes throughout the centre and importantly, link with the Concourse and the surrounding open space and public realm network.

It will provide high quality finishes and high amenity to strengthen the pedestrian-focused quality of the street. While its primary function will remain as a movement corridor, the pedestrianised environment will be integrated with active facades, alfresco areas and activity nodes such as play elements, public art and water feature to ensure activation of the public realm 24 hours a day. The Precinct Loop will be presented as a safe and welcoming space throughout the day and in the evenings through appropriate lighting.

#### Design Principles

- Pedestrian priority
- 24 hour publicly accessible
- Safety lighting
- Large canopy trees for shade and biodiversity.
- Public activity nodes (e.g. fitness, play, meeting, recreation, lawns, public art)

Indicative Program and Character





### 5.5.4. Plaza

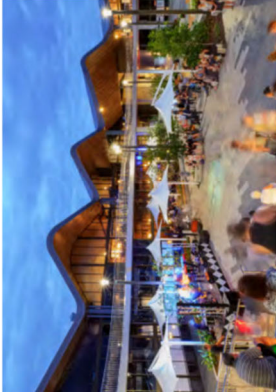
The Plaza will be a key destination within the Town Centre. Located adjacent to the Precinct Loop, it will be edged by active building facades and will take advantage of views to the wetlands and CBD to the east.

A range of spaces will be provided within the Plaza, including outdoor dining areas, shaded seating spots and flexible open areas. It will have a strong civic character and areas of high amenity to create an inviting meeting space within the Town Centre.

#### Design Principles

- Civic character
- High amenity space with shading trees, canopy structures and building awnings
- High quality finishes and furniture
- Provision of informal seating edges and performances spaces

Indicative Program and Character



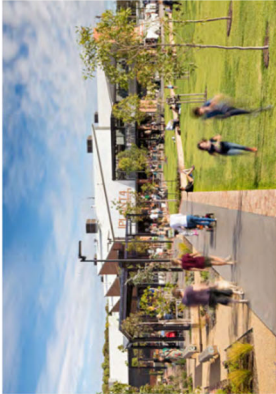
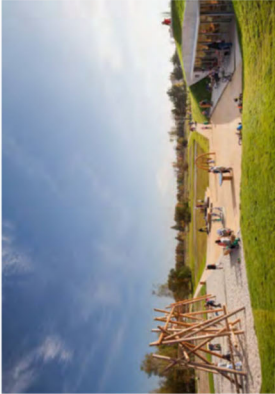
### 5.5.5. Family Park

Located at the western edge of the Town Centre, the Family Park will comprise a robust and well-designed open space, that provides a balance between open lawned areas for multi-functional uses with shade tree plantings and low-level gardens. The local park will include integrated park amenities, providing a sustainable level of maintenance for Council. Detailed landscape planning and design for the park will acknowledge important views from the Town Centre to Redstone Hill.

#### Design Principles

- Indicative size: 0.5 hectares
- Meets local park designated level of services requirements of Council
- Minimal overshadowing from adjacent buildings, allows for substantial tree plantings for shade and amenity
- Reinforce key viewlines to Redstone Hill

Indicative Program and Character



**5.5.6. Wetlands Park (Local Park)**

Located at the eastern extent of the Town Centre, the Wetlands Park will have a similar level of landscape treatment and amenity as the Family Park to the west. There will be an additional focus on the provision of a natural parkland character that provides a visual and physical link to the wetlands beyond. The wetlands park will have a strong visual link to the Town Centre, with opportunity to use natural site level changes to create an active park edge that invites the community into a larger parkland setting.

**Design Principles**

- Indicative size: 0.5 hectare
- Meets the local park designated level of services requirements of Council
- Minimal overshadowing from adjacent buildings, allows for substantial tree plantings for shade and amenity
- Potential to incorporate nature play elements linking to wetlands beyond
- Reinforce long distant views to Melbourne CBD, where achievable

**5.5.7. Secondary Spaces**

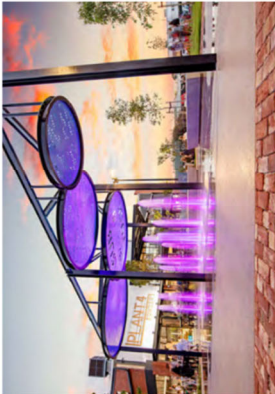
The Secondary Spaces will provide opportunities for a wide variety of uses and programs within the Town Centre. The sequence of spaces throughout the public realm will allow for a more curated activation and can focus on aspects such as community recreation, public entertainment and health and wellbeing.

Secondary Spaces will add a finer grain layer of activation to the Town Centre public realm and provide a diverse set of community experiences and uses across the site.

Indicative Program and Character



Indicative Program and Character





### 5.5.8. Vehicular Loop

The vehicular loop road around the Town Centre will provide a safe interface with vehicles and clear crossing points. The loop will need to be made bus capable for buses exiting the site on the corner adjoining the interchange. Details will be addressed through the planning permit stage in conjunction with the relevant authorities. Tree shading and verge planting will also contribute to the pedestrian friendly character of the street. The street will play an important role in extending the public realm and open space functions of the Precinct Loop and local parks, providing a low-speed traffic environment that connect to key points of interest.

#### Design Principles

- Street environment to be well shaded with large canopy tree plantings, where possible
- Limited on street parking to increase amenity of public realm
- Nature strips to be provided between footpaths and road carriageway, where possible

Street furniture including seats, bins, signage, barriers, bike racks and lighting will provide a consistency of design approach and, in combination with appropriate shade tree plantings, will enhance the appeal of the streetscape, promoting access for all people via alternative modes of transport.

### 5.5.9. Transport Hub

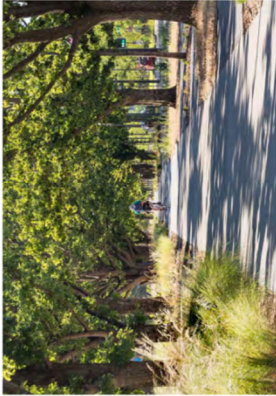
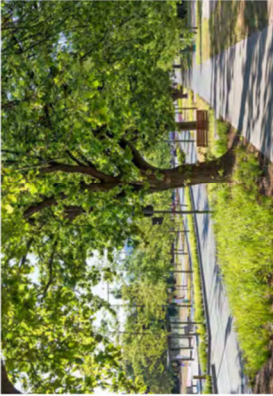
The Transport Hub will provide a consolidated public transport access point within the Town Centre. It will be conveniently located adjacent to the connector road and importantly, the Town Centre's Precinct Loop.

Active transport movements to and from the hub will be encouraged through the provision of bike parking infrastructure. Appropriate lighting and open views into the space will also be a key aspect to ensure passive surveillance and safety for users at all times.

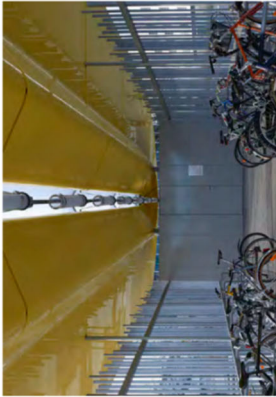
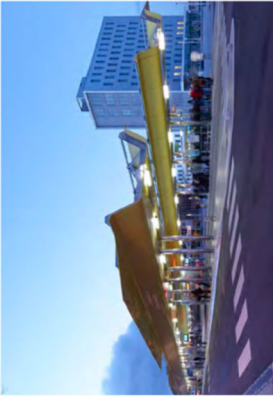
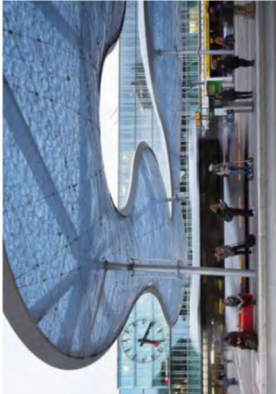
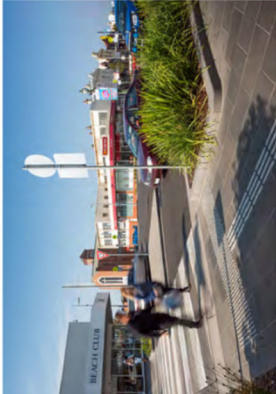
#### Design Principles

- Provision of sheltering for users
- Architecture language to be complimentary to the Town Centre built form
- Provision of bicycle infrastructure
- Designed in accordance to CPTED principles

Indicative Program and Character



Indicative Program and Character





5.5.10. Ownership and Accessibility

The Town Centre structure lends itself to a logical hierarchy of public spaces that reflects the intended function of the network. The nature of the hierarchy will also be guided by different ownership and management regimes. Figure 15 shows the intended ownership/management structure for the different areas of public realm within the Town Centre.

The Concourse, Precinct Loop, and areas of public realm wrapped around built form including the Plaza will be retained within private ownership. These spaces will have a higher level of function within the Town Centre. The preparation of a detailed publicly accessible areas management plan (or similar) to guide the ongoing management of privately accessible areas will be considered during the detailed design of the Town Centre. The two local parks and vehicular loop road will be maintained under Council ownership.

The Concourse will be an 18-hour publicly accessible area, whilst the Precinct Loop and areas of public realm wrapped around the built form will be 24-hour publicly accessible areas. The two local parks and vehicular loop road will be 24-hour publicly accessible areas. The Transport Hub will likely be a 24-hour publicly accessible area, subject to the requirements of the relevant transport authority.



## 5.5.6 Public Realm and Landscape Guidelines

G44	The Precinct Loop should be designed to include areas with a high level of amenity that complement adjacent retail/ food and beverage outlets and which provide an environment conducive to alfresco dining.	G58	A diversity of spaces should be provided that respond to the local climate conditions.
G45	Robust landscape finishes and materials should be provided that contribute to building a sense of place within the Town Centre.	G59	Areas with programmed uses should be provided such as play spaces, stages, BBQ and sports courts, where space permits.
G46	A consistent materials palette should be provided that highlights the Precinct Loop as a continuous feature of the public realm.	G60	Park facilities should be designed to take advantage of local natural features such as views to Redstone Hill and the Melbourne CBD and connection to adjacent linear park and wetlands.
G47	Adequate lighting should be provided to allow for night time activation across all public spaces.	G61	Public spaces should be designed to accommodate a range of uses and temporary activities, including:
G48	Accessibility for people of all ages and abilities must be provided.		<ul style="list-style-type: none"> <li>■ Provision for essential services (power and water)</li> <li>■ Robust hard landscaping suitable for heavy vehicle use</li> <li>■ Wifi connectivity</li> <li>■ A balance of small intimate spaces and larger open spaces suitable for a range of scales of organised events</li> </ul>
G49	CPTED principles should be applied to the design of the public realm, including selection of planted areas and species that retain open sightlines.	G62	Extensive soft landscaping should be provided, including large canopy shade trees to create a welcoming microclimate that is well suited to community use over extended periods of time.
G50	Activity nodes should be provided such as small play, fitness equipment, water features and lawn along the Precinct Loop to encourage passive activation.	G63	Placemaking elements should be incorporated into the Town Centre design including:
G51	Appropriate tree selection should be considered to provide continuous tree shade canopy throughout the public realm.		<ul style="list-style-type: none"> <li>■ Public Art</li> <li>■ Interactive Play</li> <li>■ Smart technology elements including digital information, signage and interpretation</li> <li>■ A suite of attractive and functional outdoor furniture including seats, picnic settings, bins and bike racks</li> <li>■ Bespoke lighting treatments for increased nighttime ambience</li> </ul>
G52	Verge planting should be incorporated to improve streetscape amenity.		
G53	A rational footpath network should be provided to ensure easy and intuitive wayfinding.		
G54	Street furniture in key areas should be provided to improve pedestrian and cycling amenity.		
G55	Traffic calming measures at pedestrian crossings should be incorporated to ensure a slow speed environment.		
G56	Flexible spaces within the local parks should be provided that allow for a range of community activities.		
G57	A variety of recreation opportunities should be provided including places to sit, open lawns and garden areas for quiet contemplation.		

## 5.5.11.1. Designing for Place Activation

The Town Centre will provide an environment that supports a multitude of activities to occur across an extended timeframe throughout the day, weeks and months. The interface between the various centre components, Precinct Loop and local parks are of primary importance to achieving this goal.

The public realm within the Precinct Loop will be designed to accommodate pop-up services and installations of event infrastructure. It will be adaptable to a range of day and night time users.

The local parks will be designed to include a balance of hard and soft landscape surface with the inclusion of play facilities, public art, lighting and open lawns to allow for maximum usage of these spaces throughout the day and night.

The Town Centre will include generous greening elements such as large canopy shade trees, green walls and roofs and general planted areas that will maximise the site amenity and attraction for use on specific community events and retail activation programs.

The Town Centre Public Realm Strategy (Refer to Section 7.3) highlights in more detail the activation strategies and guidelines proposed for the centre. The variety of public spaces supported by a suite of guiding activation rules will ensure that programs and activities cater for a diverse and evolving community. Fundamentally, there will be an importance of providing welcoming activities, a mix of programs and activities, accessible and unique activations, amongst other things.

### Indicative Program and Character



## 5.6 BUILT FORM AND MASSING

The built form of the Town Centre will be designed and constructed in a contemporary manner but responding to the inherent qualities of the site and character of the surrounding greenfield and broader Sunbury context. Consistent with the design philosophy underpinning the UDF, the Town Centre's built form will be compact and architecturally engaging to create a vibrant urban environment. The massing strategy seeks to concentrate the core town centre uses in a series of compact and connected building forms, arranged to activate the Concourse and Precinct Loop. These building forms will be tied together within the ground plane through a rich mix of public realm spaces and experiences.

### 5.6.1 Built Form and Massing

#### Key Built Form Sites

There are three Key Built Form sites that have been selected for built form exhibiting an increased height, mixed-use function and unique character (shown with a blue asterisk on Figure 16 - Built Form Plan). These include a signature built form adjacent to the transport interchange that marks the northern front door to the centre, a site adjacent to the Wetlands and Civic Plaza, and a site adjacent to the community park.

These sites have been selected to act as landmark gateways to the precinct and will have architectural merit to signify the role they play in visual wayfinding and place-making for the wider context. They are also the preferred locations for future upper-level residential uses within the centre.

#### Building Heights

The proposed massing strategy supports a variety of building heights across the Town Centre at its ultimate development. In the early stages of the Town Centre's development, the majority of built form will be low rise. The Key Built Form sites have been identified as suitable locations for accentuated height to incorporate vertically layered functions, which will be delivered as the centre matures over time.

The Sunbury South PSP does not prescribe maximum building heights for the Town Centre, although we note that activity centre planning policy provides support for increased densities in Major Activity Centres, and integration of a mix of uses at upper levels.

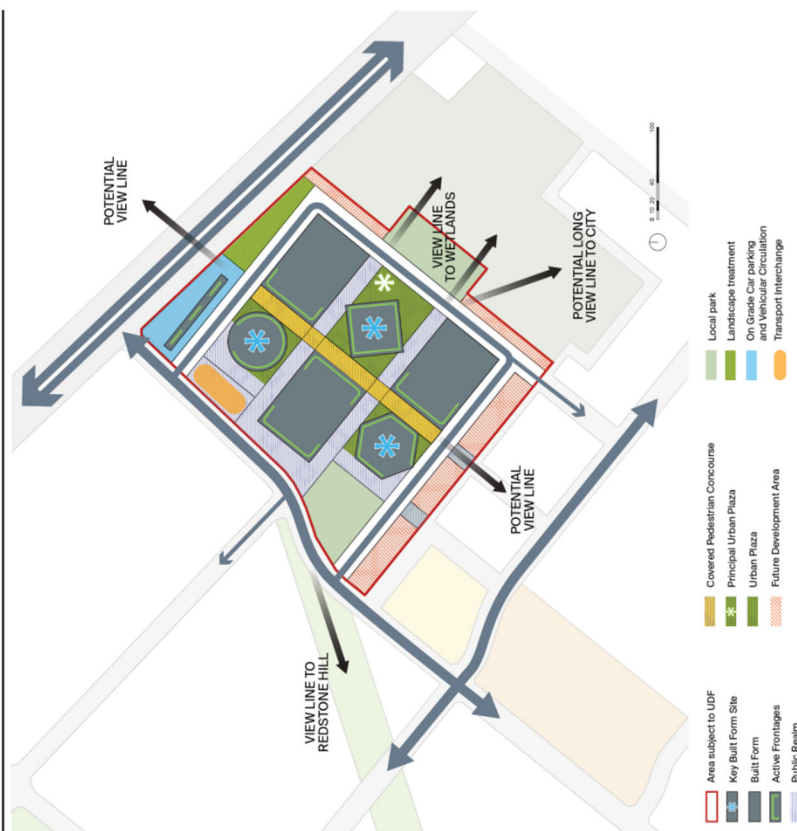
Building heights and overall massing will also be developed to be responsive to local wind and solar conditions, which will be addressed through appropriate wind and solar studies as part of future planning permit applications.

#### Key View Lines

The need to preserve and celebrate critical viewlines from the Town Centre to Redstone Hill is a core ambition of the PSP. The Built Form Plan at Figure 16 illustrates the key view corridors that the Town Centre design has considered and sought to capitalise upon – including easterly views to the wetlands, Redstone Hill to the south west, and long-range vistas to the CBD.

The view analysis demonstrates that the UDF provides for increased view opportunities to these features in the surrounding context than is achieved by the PSP concept plan.

FIGURE 16 – Built Form





5.6.2 Interfaces and Active Frontages

The success of the Town Centre as a 'place for people' demands a well resolved strategy for dealing with the centre's interfaces and frontages. The Built Form Plan at Figure 16 shows the specific interfaces proposed for land use and/or architectural activation. Such activation may be achieved through retail and food/beverage uses, extension of uses out into the public realm, transparent glazing, façade treatments, building entrances, public art and landscaping.

Not all active frontages will be treated in the same way. Rather, they will respond to the form and function of the space they adjoin. The specific design and land use strategies for activation of each interface will be addressed through future planning permit applications.

Interface treatments to the Concourse, Pedestrian Loop and Vehicular Loop have also been carefully considered in the development of the UDF.

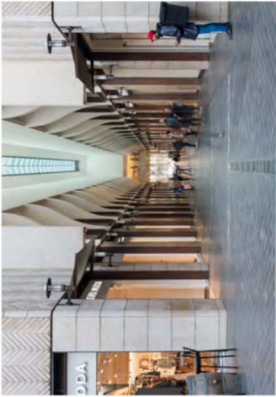
Concourse

The interface between the Concourse and adjacent uses will be highly transparent and porous to allowing visual and physical access. The mixed use nature of the concourse will promote multi-purpose visits and together with the high amenity and public furniture will increase dwell times.

Pedestrian Loop

The Pedestrian Loop will be activated along its length through use, transparency, façade strategies and landscaping. It will benefit from passive surveillance from overlooking residential and commercial uses above street level. The street will open up to courtyards onto which the functions of the buildings will spill, activating the courtyards with community, retail and food & beverage uses.

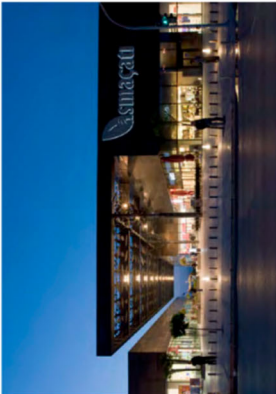
Typical Condition: Concourse



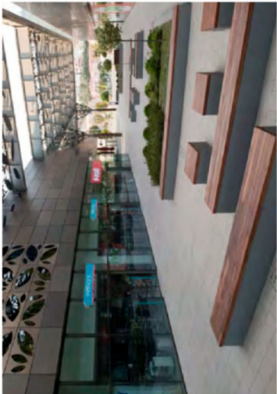
The South Souks, Rafael Moneo, Beirut, LB



De Citadel Almere, NL, Pontzamparc



Asmacati Shopping Centre, Turkey, Tabanlıoğlu Architects



Asmacati Shopping Centre, Turkey, Tabanlıoğlu Architects

Typical Condition: Precinct Loop



Palo Verde Community Centre, USA, Gould Evans



Dreamhouse, Rotterdam, NL, KAAN



Cultural and Sports Center, Paris, FR, Bruther



Faena District, USA, OMA

Vehicular Loop

The Vehicular Loop circumnavigates the Town Centre allowing access to cars, transport and service vehicles. The Loop will also provide safe dedicated path for pedestrians. Set down areas, transport nodes and concealed service zones will be strategically located to provide convenience while minimising crossover between active and passive transport modes.

The Vehicular Loop will be generously proportioned with high quality landscaping which will contribute to a sense of place. At its eastern edge the loop will be the interface between the urban core and the highly vegetated wetland zone. The Loop will follow water sensitive urban design principles to manage heat, overland flow and promote biodiversity.

Typical Condition: Vehicular Loop



Constitution Avenue, ACT, Jane Irwin Landscape



Faena District, USA, OMA

As with all retail centres, it is not possible to activate all frontages in all parts of the centre. Those frontages that are relatively 'inactive' (including back of house and servicing areas) will be carefully considered at the detailed design stage to ensure they provide an acceptable visual presentation and are complemented by landscaping or other materiality to soften their impact.

Interface treatment will also be guided by the sloping nature of the site. Consequently, built form on the eastern side of the Concourse will need to respond accordingly to this physical characteristic.



Jellitoe Street Auckland, NZ, Taylor Cullity Lethlean



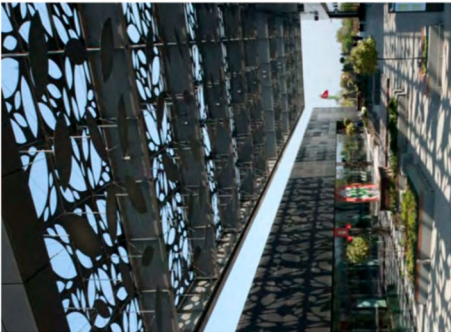
MPREIS Weer, AT, LAAC

5.6.3 Setbacks

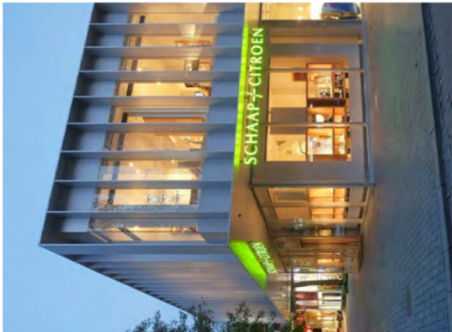
A key built form objective for the Town Centre is to create a lively, comfortable and safe urban environment. The primary and secondary street networks will provide convenient access and connections throughout the Town Centre. This will include nominated setbacks and coverings along main routes to protect users from the natural elements. Setbacks will include a range of built form and landscaping treatment to create a strong sense of visual interest and activity.

The following indicative setbacks include:

- Zero setbacks encouraged along the Concourse allowing for continuity and activation of the street wall.
- Zero setbacks encouraged along the Precinct Loop interface, where appropriate, to ensure the creation of highly activated frontages that will contribute to the vibrancy and vitality of this key organising element. Integrated sheltering elements should also be considered.
- Landscaped urban plazas at the corner of strategic built form sites encouraged to create points of increased activity and interest along the Precinct Loop and broader public realm.
- Setbacks for other built form interfaces will be determined at the detailed design stage and will be responsive to the role and function of the space and location within the site.



Example of zero metre setback to covered pedestrian street



Example of setback with integrated overhang covering pedestrian path



#### 5.6.4 Building Articulation and Material Themes

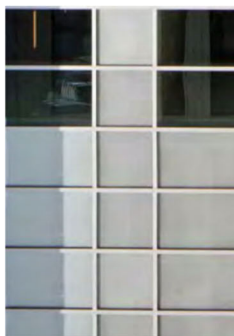
Good public spaces are made around a foundation of quality architecture with consideration for the effect of form and materiality on the public & private domain. Architectural form and materiality will therefore be an important navigational tool in guiding the community through the tapestry of public spaces in the centre.

Facades will be functional, performative and contribute to positive environmental outcomes. Built form within the Town Centre will adhere to a unifying yet varied material palette. Maximising ground floor transparency with clear indication of entries and key interfaces will ensure a high level of building articulation.

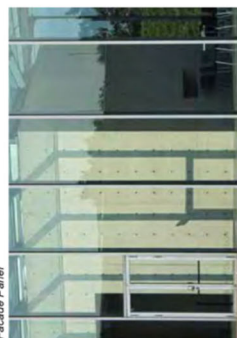
Material selections will further assist in breaking down building mass and assist in creating a dynamic but unified streetscape. Unique forms and identifiable material selections will give individual identity to buildings and uses.



Facade Panel



Opaque Glazing



Curain Wall



Shop Front Glazing

Indicative material palette

#### 5.6.5 Built Form, Massing, Interface and Setback Guidelines

G64	Design of built form must be site responsive having regard to the sloping nature of the land.
G65	The siting of buildings and their orientation should protect and respond to key view lines to Redstone Hill.
G66	Variation in building heights at Key Built Form sites should be considered.
G67	Areas identified as Key Built Form sites on Figure 16 Built Form should have a responsive street wall height that reflects the siting of the building and status within the built form hierarchy of the Town Centre.
G68	Built form should be designed to maximise opportunities to capture solar gain for both buildings and adjoining spaces, including key pedestrian streets and areas of public realm.
G69	Buildings interfacing with pedestrian paths should provide adequate protection from environmental conditions, where appropriate.
G70	Rooftops should be activated through occupiable space, recreational facilities, and rooftop gardens, where possible.
G71	Built form should be considered over the Concourse to connect upper level uses and provide greater activation to the centre.
G72	Floor to ceiling heights in parking facilities should be of adequate height to allow for future conversion to other uses.
G73	Key interfaces and active frontages should be guided by those identified in Figure 16 Built Form and seek to utilise a suite of building materials to ensure transparency, permeability and high levels of activation, where appropriate.
G74	Extensive inactive frontages should be avoided, where possible.
G75	Building setbacks should seek to respond to the primary function of the use and importantly, the adjoining space.
G76	Buildings interfacing with the Concourse should have a zero-metre setback.
G77	Buildings interfacing with the Precinct Loop should have a zero-metre setback and consider the integration of pedestrian sheltering within the built form, where appropriate.

G78	Key Built Form sites should include Urban Plazas at corners which have frontage to either the Concourse or Precinct Loop.
G79	Variation of building forms defining Urban Plazas at corners of Key Built Form sites should be considered to provide a variety of Plaza conditions.
G80	Built form on key corner sites should address both street aspects and areas of public realm through high quality architectural treatment and articulation.
G81	Built form should integrate service areas and loading docks in a discrete manner, locating them away from areas of high amenity, where possible.
G82	Staging of built form should have regard to the potential creation of inactive facades and the need to implement responsive interim design treatments.
G83	Buildings interfacing with the Sunbury Road frontage must provide a high-quality built form outcome, supplemented by appropriate landscaping, to acknowledge and address the importance of this location as the primary gateway to the Town Centre.

#### 5.6.6 Building Articulation & Material Guidelines

G84	Buildings should be constructed to a high standard adopting a consistent approach using materials, finishes and colour palette.
G85	Areas identified as Key Built Form sites must be well articulated through architectural design and use of building materials.
G86	Built form should contribute to the delivery of high-quality public realm through materiality and articulation.
G87	Facades and building forms should be functional, performative and contribute to positive environmental outcomes.
G88	Built form should maximise ground floor transparency ensuring visual and physical porosity to promote accessibility and interesting streetscapes.



## 5.7 SUSTAINABILITY

Clause 21.04-2 Environmentally Sustainable Design and Development recognises the opportunity to implement precinct wide ESD outcomes in master planning and large-scale development in new growth areas. It seeks to, amongst other things, encourage environmentally sustainable design and development and minimise the contribution of new development to the Urban Heat Island effect. To achieve this, it seeks to ensure that Urban Design Frameworks, amongst other planning frameworks, include environmentally sustainable design principles.

Environmentally sustainable design principles and measures will be embedded throughout the design and development of the Town Centre. To complement the layout and design of the Town Centre, opportunities will be considered at all levels of the built form.

From a first principles approach, the Town Centre will be designed and sited in a manner that maximises existing on-site characteristics such as topography and responds to seasonal climatic conditions such as prevailing hot northerly winds.

Key structural elements of the Town Centre such as the Concourse and Precinct Loop will be designed conscious of the need to incorporate opportunities for sustainability and future proofing the Town Centre for climate resilience.

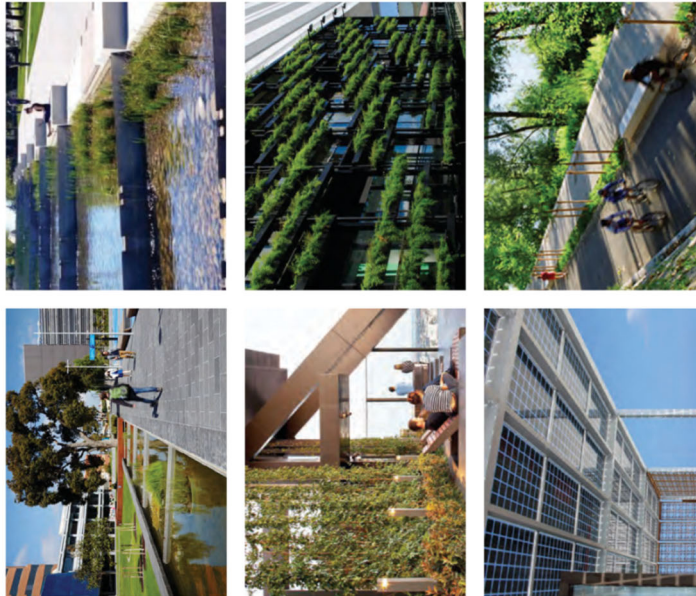
The Town Centre will also consider the need for sustainability to be embedded within its movement and access network, public realm and landscape design as well as built form. The consolidated nature of the Town Centre will strongly lend itself to facilitating the delivery of sustainable movement and placemaking networks.

To inform the staged design and delivery of the Town Centre, a set of high-level guidelines are provided below. These guidelines seek to set a framework that encourages the further exploration of contemporary environmentally sustainable design and sustainability measures to be implemented into the Town Centre as part of the detailed design stage.

### Sustainability Guidelines

<b>G89</b>	Encompass environmentally sustainable design principles and operating practices including consideration of the utilisation of roof tops for renewable energy systems and gardens.
<b>G90</b>	Encourage energy conservation, efficiency and generation including the use of energy efficient street and public space lighting.
<b>G91</b>	Incorporate water conservation and water sensitive urban design practices particularly within public realm and landscaped areas including the use of rainwater tanks, rain gardens and swales.
<b>G92</b>	Encourage integrated waste management and recycling facilities including the provision of separated waste streams in public places, retail and commercial developments.
<b>G93</b>	Encourage the use of sustainable building materials throughout the life cycle of the Town Centre's development.
<b>G94</b>	Ensure design of public spaces considers future climatic conditions by providing responsive hard and soft landscaping treatments including the consideration of tree selection and location to assist in responding to seasonal variations.
<b>G95</b>	Incorporate drought tolerant planting into landscaped areas.
<b>G96</b>	Encourage canopy tree planting in road reserves and open space areas.
<b>G97</b>	Encourage the integration of end of trip facilities within the Town Centre.

### Indicative integrated ESD elements



# 6.0 IMPLEMENTATION

## 6.1. INDICATIVE STAGING STRATEGY

The Town Centre will be delivered in stages. The staging strategy will be largely driven by market conditions but also associated proximate development activities, including the ongoing development of the Sunbury South PSP residential area.

Key structural elements of the Town Centre will be delivered early to ensure a sense of place and activation is created and appropriate levels of service for the growing community.

SRL is committed to ongoing ownership of the Town Centre to ensure the delivery of the vision and its successful operation.

Stage 1 is to be located at the northern end of the Town Centre site and indicatively will see the delivery of the following:

- Construction of key Town Centre structural elements, including the Precinct Loop and Concourse (in part) and four major building footprints.
- Delivery of Stage 1 retail (approximately 15,000 sq. metres).
- Delivery of Sunbury Road service highway sites with associated car parking, service road and landscaping.
- Construction of undercroft car parking (in part) along the eastern side of the Concourse.

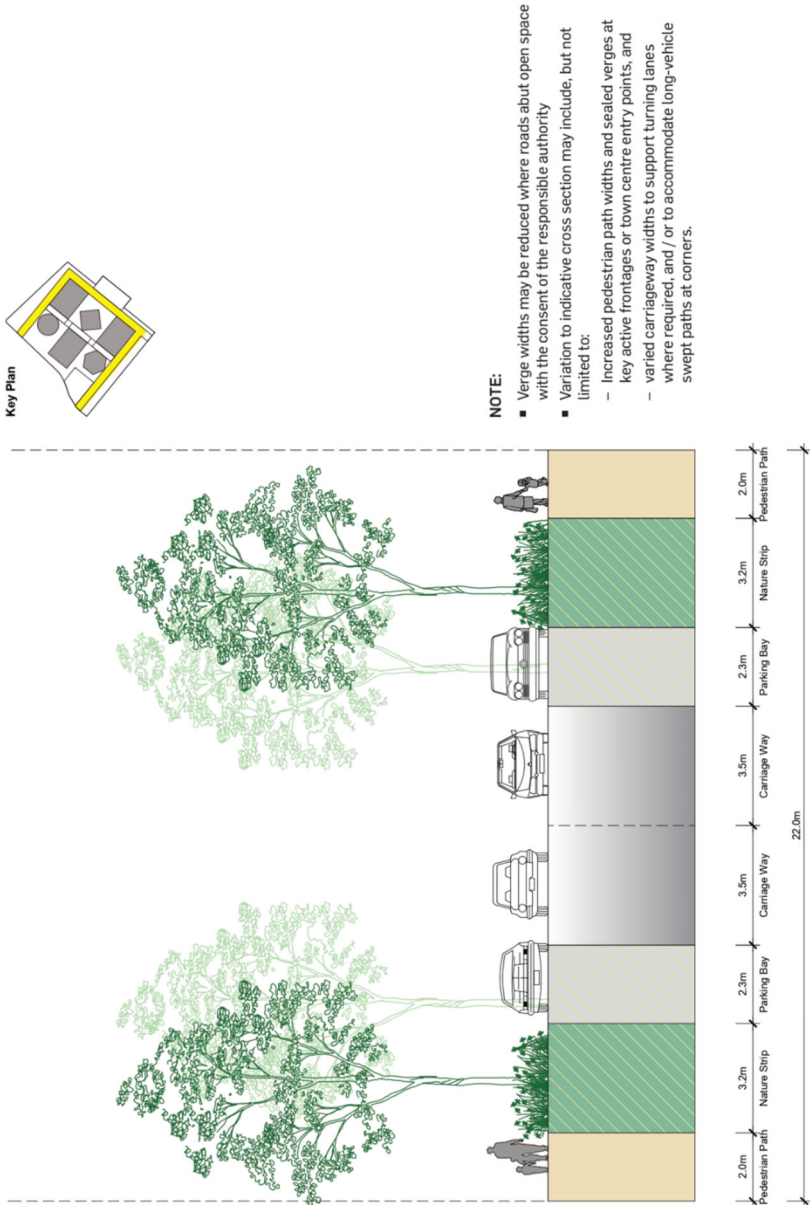
Stage 1 will be delivered in a manner that will easily allow for future stages to be successfully added. In the interim, land for future stages will be developed with appropriate hard and soft landscaping to ensure a high quality presentation of the site.

# 7.0 APPENDICES

## 7.1. SUNBURY SOUTH TOWN CENTRE STREET CROSS SECTIONS

An indicative street cross section for the Town Centre vehicular loop road is shown in Figure 17. The street cross section shows the anticipated treatment, subject to detailed design, and approval by the responsible authority. Street cross sections adjoining but outside the Town Centre UDf boundary will be delivered as part of the broader subdivision process being undertaken by Villawood.

FIGURE 17 – Vehicular Loop Road Street Cross Section





## 7.2. SUNBURY SOUTH PSP TOWN CENTRE REQUIREMENTS AND GUIDELINES

In addition to the Town Centre UDF requirements contained in Schedule 9 of the Urban Growth Zone, Requirement 26 and Guideline 25 of the Sunbury South PSP set out a list of matters that require to be considered in the preparation of the UDF. Section 5 of the UDF report responds to these with Table 4 below setting out each specific requirement and guideline item and providing a response.

TABLE 4 Sunbury South PSP- Town Centre Requirements and Guidelines

REQUIREMENT 26	RESPONSE
Comply with and fulfil the vision and associated key organising elements for the centre as shown in Figure 4, and respond to the Redstone Hill Major Town Centre Concept Plan at Figure 5.	<ul style="list-style-type: none"> <li>The UDF strongly supports the delivery of the PSP vision by providing sub regional retail, community and commercial services, and complementing the continuing primary role of the Sunbury Town Centre as the key service centre in the region.</li> <li>Refer to section 5.2.1 for response in relation to Key Organising Elements.</li> <li>The UDF responds to the concept plan at Figure 5 of the PSP and embelishes on this conceptual layout by providing a consolidated, functional, safer and greener Town Centre that will lead to social, physical and economic efficiencies for the broader community. Refer to section 5.2.3 Urban Design Framework Plan comparative for a response.</li> </ul>
Provide for the strong integration of the centre with the surrounding residential areas and community/ education facilities, with a high level of built edge and surveillance along the primary streets for pedestrian access to the centre.	<ul style="list-style-type: none"> <li>Refer to section 5 Urban Design Framework for response in relation to integration with surrounding context and built form activation/surveillance along the primary street network.</li> <li>The consolidated form of the Town Centre results in the removal of significant at grade car parking. This enables the town centre to maximise land use activity at the ground plane providing amenity and activation through spaces and places.</li> <li>The Town Centre urban core is organised along a network of streets, being the Concourse and Precinct Loop, that align with desire lines to key sites within the precinct including surrounding residential areas.</li> <li>The integration of built form with the Concourse and Precinct Loop will ensure passive surveillance and connection with context.</li> </ul>
Minimise barriers to pedestrian and bicycle access to the centre, notably across Sunbury Road, loading and car parking areas.	<ul style="list-style-type: none"> <li>Refer to section 5.4 Movement and Access for response.</li> <li>The consolidated nature of the Town Centre minimises barriers through the location of trafficable routes to the periphery, removal of the majority of at grade car parking to undercroft car parking areas and the provision of two pedestrian prioritised links through the urban core.</li> <li>Access to the Town Centre across Sunbury Road will be managed via the new signalised intersection, which sits outside the UDF boundary.</li> <li>Loading and access areas will be located to minimise pedestrian and cycling crossover.</li> </ul>
Provide for a balanced movement network within the town centre, catering for the needs of vehicles, pedestrians, cyclists and buses, including clear designation of public and private streets, and arrangements for bus movements to the bus interchange facilities, to the satisfaction of the responsible authority and Public Transport Victoria	<ul style="list-style-type: none"> <li>Refer to section 5.4 Movement and Access for a response.</li> <li>A transport interchange has been indicatively located adjacent to the connector road off Sunbury Road. This will ensure ease of access for bus services whilst utilising a strategic location beside the urban core.</li> <li>A clear road hierarchy is proposed which is guided by the removal of cars from the urban core and their movement to the periphery of the Town Centre along the vehicular loop road.</li> <li>The designation of public and private streets will be clear given the Town Centre will be serviced primarily by one vehicular loop road.</li> <li>The Concourse and Precinct Loop are provided as the key conduits through and around the urban core providing a movement network that embodies walkability and integration with built form and open space areas/high quality public realm.</li> </ul>
REQUIREMENT 26	RESPONSE
Provide for the prioritisation of pedestrian movement on key desire lines, and provide for a continuous path of travel within the centre to key destinations, including the location and form of pedestrian crossing of streets, use of laneways, and paths across car parks that reflect desire lines.	<ul style="list-style-type: none"> <li>Refer to sections 5.2 Urban Framework Plan and 5.4 Movement and Access for response in relation to pedestrian prioritisation.</li> <li>Pedestrian prioritisation is guaranteed through the provision of the Concourse and Precinct Loop.</li> <li>The removal of the majority of at grade car parking allows for the creation of desire lines and frees up pedestrian movement on the ground plane.</li> <li>The Precinct Loop epitomises the requirement for a continuous path of travel by providing a fully accessible loop around the urban core and linking with surrounding areas.</li> <li>The Concourse and Precinct Loop are focused on ensuring key desire lines are met within the urban core but importantly integrated with surrounding areas including key open space areas and broader networks.</li> </ul>
Integrate the commercial and office areas fronting Sunbury Road with the Main Street and retail core	<ul style="list-style-type: none"> <li>Refer to sections 5.2.2 Urban Design Framework Plan and 5.3 Land Use for response in relation to land use distribution.</li> <li>The consolidated form of the Town Centre will accommodate commercial and office space within the urban core rather than its dispersal to the periphery adjoining Sunbury Road.</li> <li>The integration of commercial and office within the urban core creates a greater mix of uses and increases levels of vibrancy and activation.</li> <li>Consolidation of these uses within the urban core creates greater surveillance rather than having isolated commercial areas on the periphery that are not activated during out of business hours.</li> <li>The ultimate development of the Town Centre road network will meet all relevant Council standards unless otherwise agreed with Council.</li> </ul>
Provide for any public street or laneway to meet the required Council standards, or any alternatives as agreed with Council.	<ul style="list-style-type: none"> <li>The ultimate development of the Town Centre road network will meet all relevant Council standards unless otherwise agreed with Council.</li> </ul>
Limit the development of convenience restaurants along the Sunbury Road frontage.	<ul style="list-style-type: none"> <li>Use and development at the Sunbury Road frontage will be guided by market conditions and subject to consideration at the town planning application stage.</li> </ul>

GUIDELINE 25	RESPONSE	RESPONSE
<p>Provide for a diversity in the size of tenancies which deliver vibrancy and continuous street activation, particularly along Main Street.</p>	<ul style="list-style-type: none"> <li>■ A diversity of tenancy sizes will be provided within the Town Centre that contribute to continuous street activation along the Concourse, including sleeving of anchor retail tenancies. Final tenancy sizes will be determined by demand analysis and tenant interest during the detailed design stage.</li> </ul>	<ul style="list-style-type: none"> <li>■ Refer to section 5.4 Movement and Access for a response.</li> </ul>
<p>Ensure suitable movement for required modes along private streets and for appropriate pedestrian access through internalised and/or private spaces, to ensure pedestrian access through the centre is not compromised outside regular business hours.</p>	<ul style="list-style-type: none"> <li>■ The Concourse and Precinct Loop will prioritise and allow for appropriate movement of pedestrians and cyclists.</li> <li>■ The Concourse and Precinct Loop will be accessible beyond regular business hours to ensure accessibility is maintained.</li> </ul>	<ul style="list-style-type: none"> <li>■ Refer to section 5.6 Built Form for a response.</li> </ul>
<p>Distribute key land uses to ensure appropriate activation of Main Street as the heart of the town centre, as well as opportunities for continual activity within the centre throughout the day and evening.</p>	<ul style="list-style-type: none"> <li>■ Refer to sections 5.2 Urban Framework Plan and 5.3 Land Use for a response.</li> <li>■ The UDF framework plan distributes anchor tenancies along the Concourse to ensure the provision of destination nodes.</li> <li>■ The anchor tenancies will be appropriately sleeved by a range of specialty uses to provide for enhanced levels of activation throughout the day and night.</li> <li>■ The built form nature of Concourse, being fully weathered protected, will complement the distribution of anchor tenancies and associated uses to provide for greater levels of dwell time and sense of activation.</li> </ul>	<ul style="list-style-type: none"> <li>■ Refer to section 5.6 Built Form for a response.</li> </ul>
<p>Locate buildings which achieve high levels of articulation along the Main Street and secondary streets, including (as appropriate) clear glazing and regular entrances, an appropriate range of building material/colour palette themes and architectural design treatments (including opportunities for signage integration into building design).</p>	<ul style="list-style-type: none"> <li>■ The UDF will incorporate a high-quality of architectural finish including a level of transparency at ground level that reduces blind faces and increases relationship between inside and out.</li> <li>■ Coupled with the consolidation of car parking, this will result in a highly activated edge with the Concourse fully activated and the Precinct Loop activated through entries and a level of transparency to retail and community uses.</li> <li>■ Regular entrances will be provided to the urban core by the very nature of the two key organising elements, being the Concourse and Precinct Loop.</li> <li>■ Integrated architectural treatment and materials with a range of built form compositions will be considered.</li> <li>■ It is intended that signage and way finding is fully integrated and synthesised throughout the urban core.</li> </ul>	<ul style="list-style-type: none"> <li>■ Refer to section 5.6 Built Form for a response.</li> <li>■ Key landmark buildings within the urban core will be a feature of the Town Centre. They will be defined by accentuated height and will likely be visible from Sunbury Road at certain points.</li> <li>■ Architectural form and materiality of key built form sites will be used as a navigational tool guiding the community to the heart of the centre.</li> <li>■ Being an emerging greenfield location within Melbourne's urban growth boundary, the vision for the Town Centre is to provide for a contemporary civic precinct that embodies modern design and planning principles. In doing so, this will lead to the delivery of a centre that responds to the PSP vision providing for a place of high amenity, activation, usability and keenly focused on pedestrian priority through the creation of two fundamental organising elements being the Concourse and Precinct Loop.</li> </ul>



7.3 SUNBURY SOUTH TOWN CENTRE PUBLIC  
REALM STRATEGY

# SUNBURY SOUTH TOWN CENTRE

## PUBLIC REALM STRATEGY

**SRL** SANDHURST  
RETAIL &  
LOGISTICS

**Right Angle  
Studio**

The SSTC public realm needs to cater to the current and future needs of a diverse community by providing distinct, manageable and safe spaces that connect the Town Centre through formal and informal activations.





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## EXECUTIVE SUMMARY ACTIVE PRECINCTS FOR PEOPLE

This Strategy outlines and describes the vision, delivery and activation of the Sunbury South Town Centre (SSTC) Public Realm.

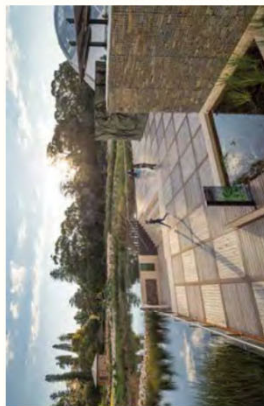
Chapters and sections throughout the document assist in the general understanding of use and responsibilities associated with the publicly accessible areas.

In addition to detailing each element of the Public Realm, the Strategy also provides indicative appropriate events and placemaking guidelines necessary to achieve a desirable outcome for all stakeholders.

Far from a static document, the Public Realm Strategy acts as a brief – ensuring future works align to the objectives and outcomes listed here.

In keeping with global best practice, the Public Realm Strategy integrates distinct spaces within the Town Centre's individual precincts to improve and find efficiencies in design, activation and management.

## OBJECTIVES & OUTCOMES



### IMPROVED DESIGN VARIETY

The design of each public realm area responds to the precinct in which it is located – creating an integrated yet diverse variety of public spaces.

#### What we will do...

Provide an addendum to the Urban Design Framework (UDF) that specifically addresses the public realm.



### CONSIDERED DELIVERY

Each public realm space is assessed against the PSP Requirements & Guidelines to ensure that the best possible outcome for Subury can be achieved.

#### What we will do...

Provide a framework for the delivery of the spaces that takes into account all key stakeholders.



### GUARANTEED ACTIVATION

Delivering tailored activations and events that are assessed through consistent evaluation will promote ongoing engagement with the SSTC.

#### What we will do...

Provide activation guidelines and ongoing evaluation that will ensure the successful delivery of events and activations over time.

6

Public Realm Strategy

Sunbury South Town Centre

# VISION

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## PUBLIC REALM VISION METHODOLOGY

The vision for the SSTC has been developed using a human-centred design approach.

This approach begins by understanding the key audiences that will use the spaces while defining principles and successful precedents to inform the public realm delivery.

### METHODOLOGY



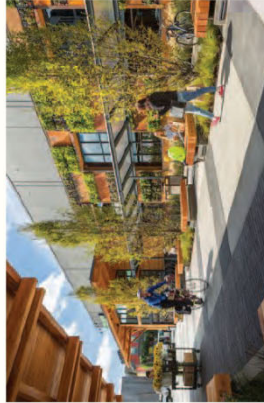
### PEOPLE

Understanding the people that will visit, shop, live, work and play at Sunbury South Town Centre is the foundation of the public realm strategy.



### PRINCIPLES

Distinct design principles guide the development, delivery and management of the public realm, ensuring an exceptional outcome that's measurable and effective.



### PRECEDENTS

Key local and global benchmarks provide insights and proof of concept for a precinct-driven public realm at SSTC.

PEOPLE  
SUNBURY SNAPSHOT

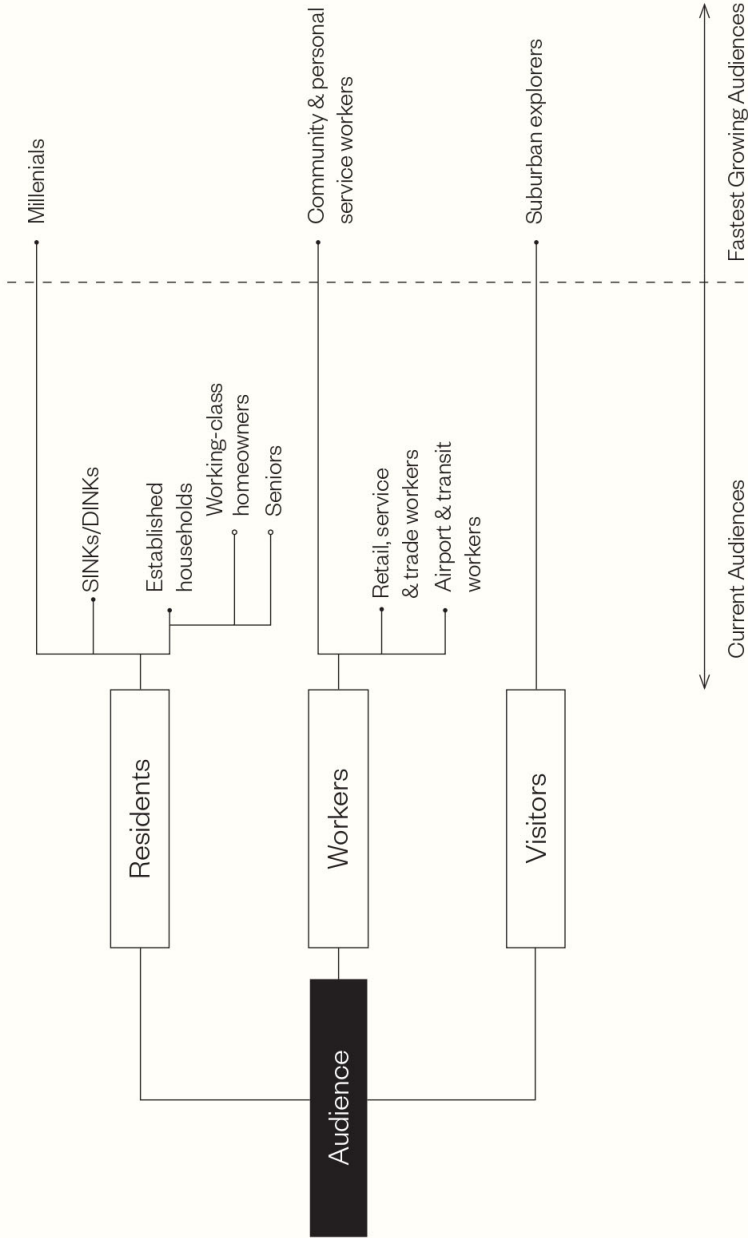
With the population of Sunbury set to double over the next two decades, the satellite city to Melbourne's north will continue to merge with the greater metropolitan offer – making Sunbury a more desirable place to live, work and play.

SUNBURY POPULATION 2021\*  
42,494

SUNBURY POPULATION 2041  
86,640

CHANGE 2021-41  
103.89%

*\*:idcommunity, forecast.id*



## PEOPLE BEHAVIOURAL TRENDS

Whether they live in the suburbs or the city, people expect their retail centres to provide more than just a transaction of goods and services – successful asset creators are able to provide reasons to visit beyond shopping.

### THIRD SPACE REVOLUTION



As urban density increases and work habits change, people are increasingly looking for places outside the home and office to spend their time – either alone or with others.

#### What this means for SSTC...

1. Think of public realm as an extension of home and/or work
2. Provide a variety of public space in type and scale
3. Where possible, connect the public realm to retail

### HEALTH & WELLBEING



Post-pandemic, people will continue to be drawn to spaces that enhance their health and wellbeing through natural light, ventilation and space to move.

#### What this means for SSTC...

1. Incorporate opportunities for an active lifestyle
2. Provide accessible ways for people to engage in social experiences that increase wellbeing
3. Include a variety of spaces for interaction and reflection to increase mental health

### RETAIL NEIGHBOURHOODS



Increasingly, people are gravitating to neighbourhoods (old and new) that deliver a level of retail that provides convenience as well as an active centre.

#### What this means for SSTC...

1. Provide better basics that elevate the fundamental offer of the centre
2. Think of convenience as an opportunity to deliver experiences
3. Promote people to use the centre in a variety of ways

PUBLIC REALM  
PRINCIPLES

Six design principles guide the public realm at SSTC, providing a criteria and framework to determine the value and impact of each deliverable within the public realm.

These principles ensure a dynamic, achievable, activated and consistently manageable public realm experience that will respond to community needs and keep people coming back.





## PUBLIC REALM PRECEDENTS

Aligned to our design principles, these precedents help convey the public realm concept and provide useful illustrations of key elements of the look and feel of the public realm strategy.

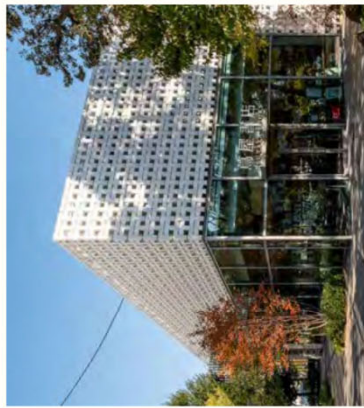


### HABITAT BYRON BAY

Combining all the things that make Byron great with a future forward approach to design results in a place that's built for life with an understanding of history and community.

### DAIKANYAMA TOKYO

Foregoing the tropes that unfairly define Tokyo, Daikanyama focuses on a more human-scale approach to retail experiences that have defined this destination as one of Tokyo's most distinct – due mostly to how great it is to just be there.



### NEW ACTON CANBERRA

Balancing curated and uncultured spaces, New Acton is an innovative cultural precinct where people feel comfortable – championing the everyday over the extraordinary.

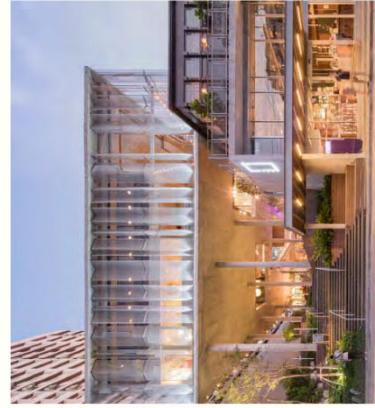
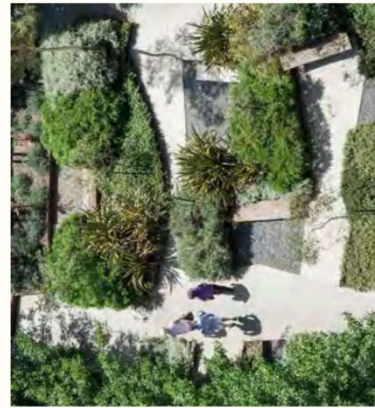


### TRAMSHEDS SYDNEY

Though this dynamic district is known for culinary innovation and dining experiences, it also offers a range of ways to interact with the space throughout the day – proving that repeat visitation is as much about variety as it is singular purpose.

### THE COMMONS BANGKOK

With the intention to build a community before a mall, The Commons developed a gathering ground for like-minded people to engage in meaningful experiences in the city they love.



11

Public Realm Strategy

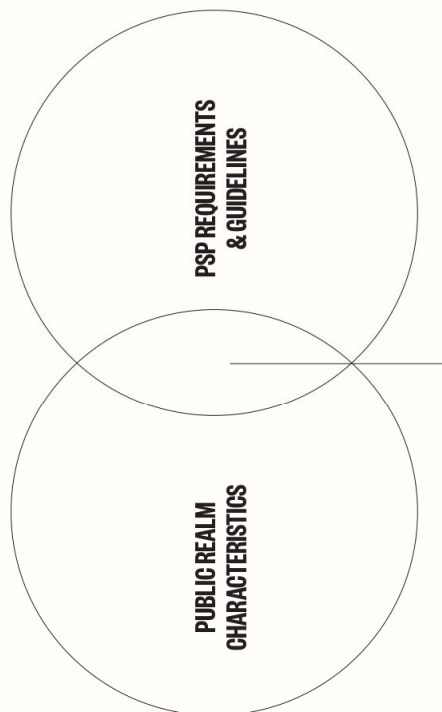
Sunbury South Town Centre

# DELIVERY

## PUBLIC REALM DELIVERY APPROACH

The SSTC Public Realm Delivery measures each public space against the PSP Requirements & Guidelines

Each public space has been developed with a considered approach that brings unique design characteristics and the PSP Requirements & Guidelines to life.

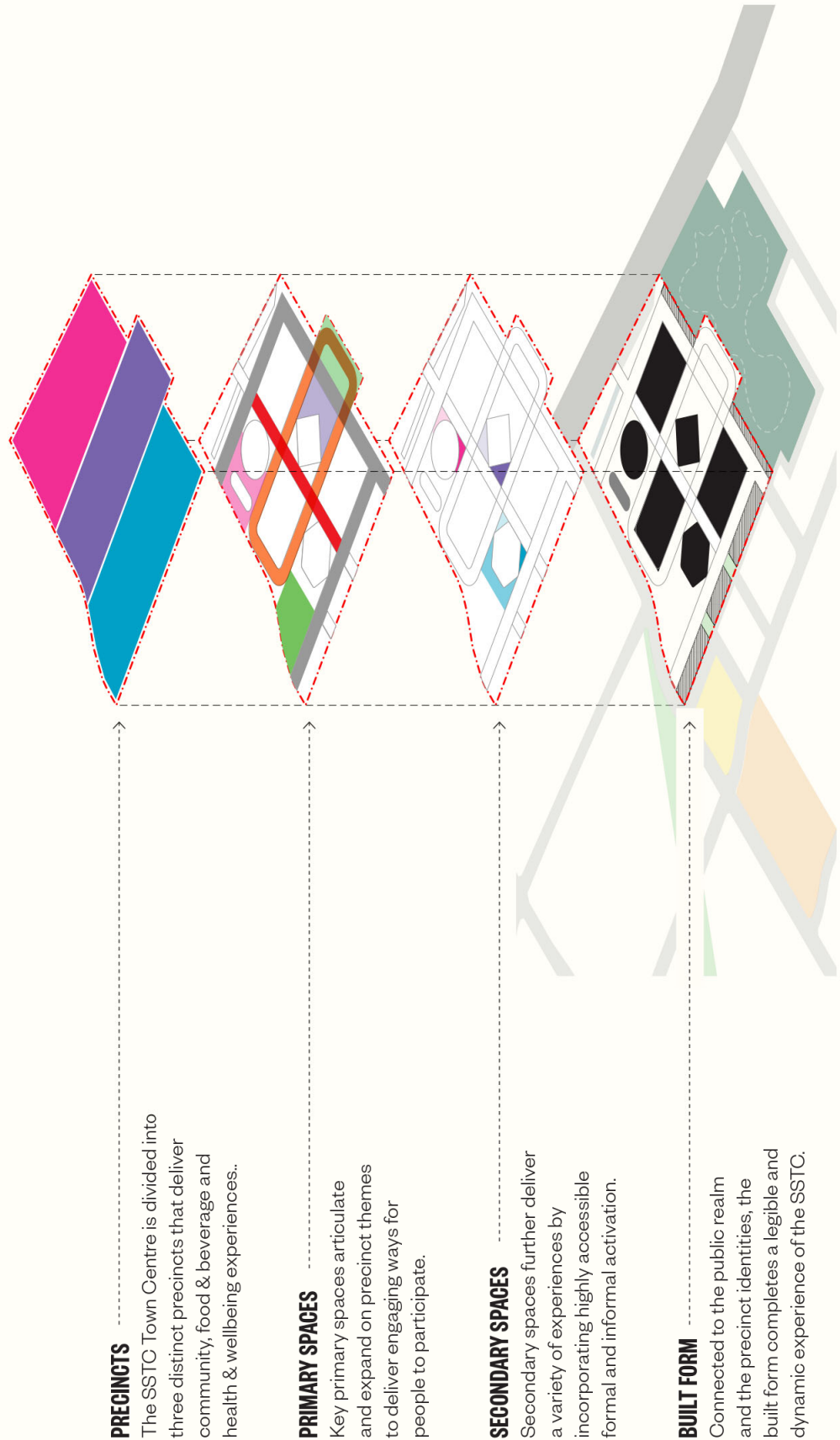


Delivering spaces with unique design characteristics that adhere to the PSP Requirements and Guidelines ensures a varied, dynamic and engaging public realm experience for everyone.

### PSP REQUIREMENTS & GUIDELINES ACHIEVED

R48	Open space must be provided generally in accordance with Plan 7 and Table 6 of this PSP.
R50	All landscaped areas to be designed in accordance with relevant guidelines and to the satisfaction of the responsible authority, including the use of recycled water and storm water where possible.
R51	All local parks must be located, designed and developed in accordance with the relevant description in Table 6 and any local open space strategy to the satisfaction of the responsible authority.
	An alternative provision of land for local parks to that illustrated on Plan 7 is considered to be generally in accordance with this plan provided the local park: <ul style="list-style-type: none"> <li>• Is located so as to not reduce the walkable access to local parks demonstrated on Plan 7.</li> <li>• Does not diminish the quality or usability of the space for passive recreation.</li> <li>• Is equal to or more than the passive open space provision within the IOP.</li> <li>• Meets the requirements at R109 and R110 of the PSP (as relevant).</li> </ul>
R55	Land designated for local parks must be finished and maintained to a suitable standard, prior to the transfer of land, to the satisfaction of the responsible authority.
R56	Appropriately scaled lighting must be installed along all major pedestrian thoroughfares traversing the public open space and cycling network to the satisfaction of the responsible authority.
G49	Subject to being compatible with Table 6, parks and open space should contain extensive tree planting.
G50	Passive parks should cater for a broad range of user by providing a mix of spaces and planting to support both structured and unstructured recreational activities and play opportunities for all ages and abilities.
G54	Principles of Universal Design and <i>Crime Prevention Through Environmental Design</i> should be applied to encourage best practice thinking in the design and functionality of these open spaces and associated infrastructure.
G55	Path networks associated with open space should include wayfinding signage which clearly identifies key destinations and communicates necessary information to all users.

## PUBLIC REALM CONCEPTUAL OVERVIEW

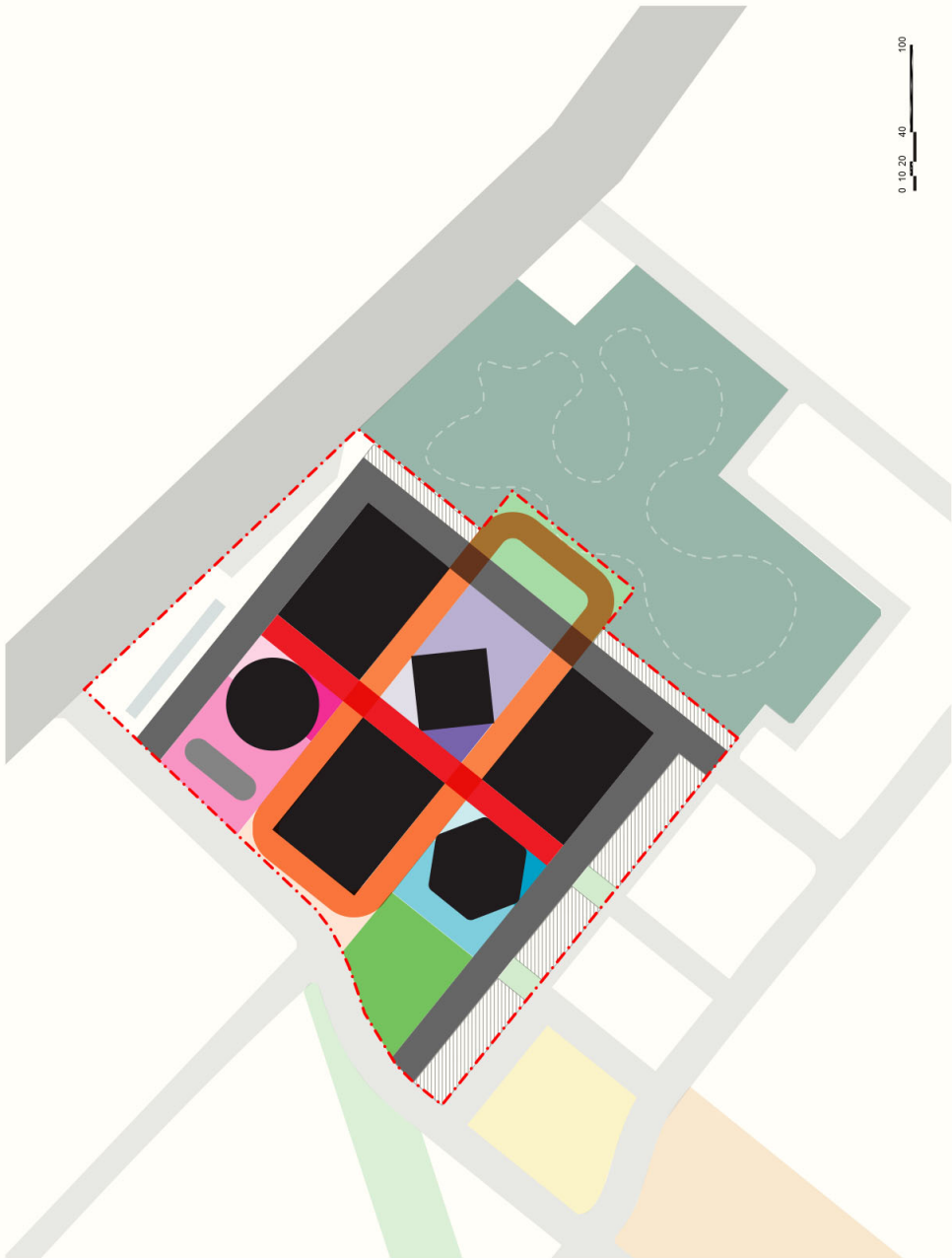




Sunbury South Town Centre

**PUBLIC REALM**  
**PRIMARY &**  
**SECONDARY SPACES**  
**OVERVIEW**

The Primary and Secondary Spaces throughout the Town Centre provide a diverse variety of experiences that encourage both exploration and repeat visitation.



**KEY**

Area subject to UDF

**Primary Spaces**

- Concourse
- Precinct Loop
- Plaza
- Family Park
- Wetlands Park
- Vehicular Loop
- Transport Hub

**Secondary Spaces**

- Community Recreation
- Flexible Social Spaces
- Health & Wellbeing

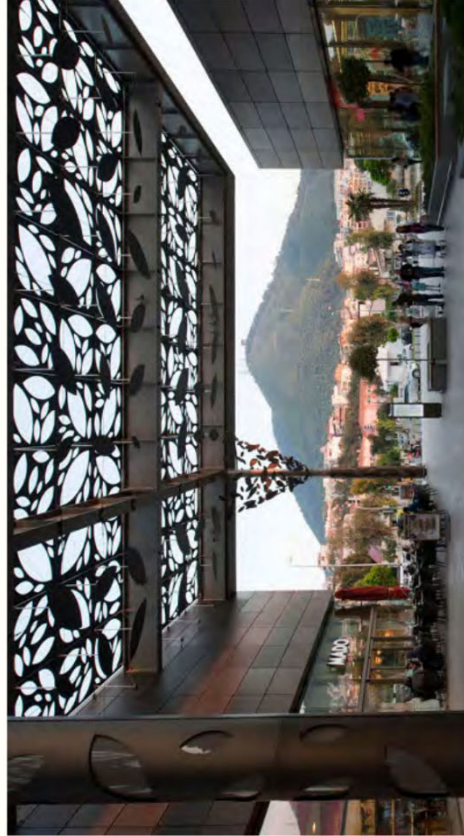
## PRIMARY SPACE 1 CONCOURSE

**A covered main street with a high level of amenity and protection from the elements forms the spine of the Town Centre – delivering a thoroughfare that joins each precinct.**

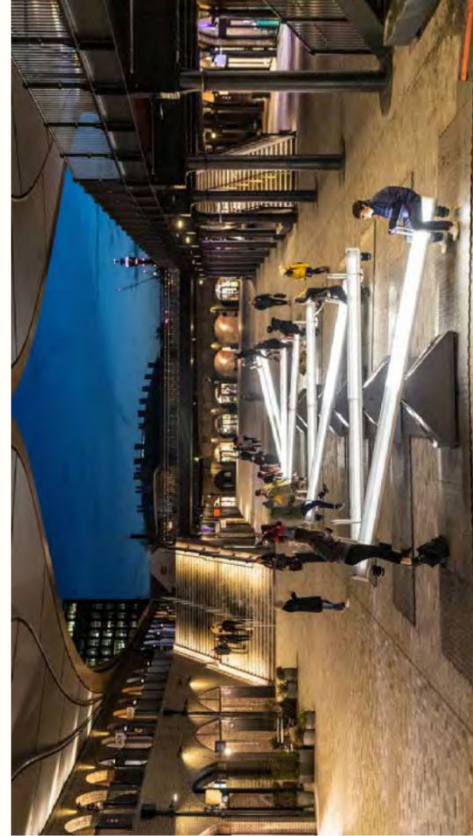
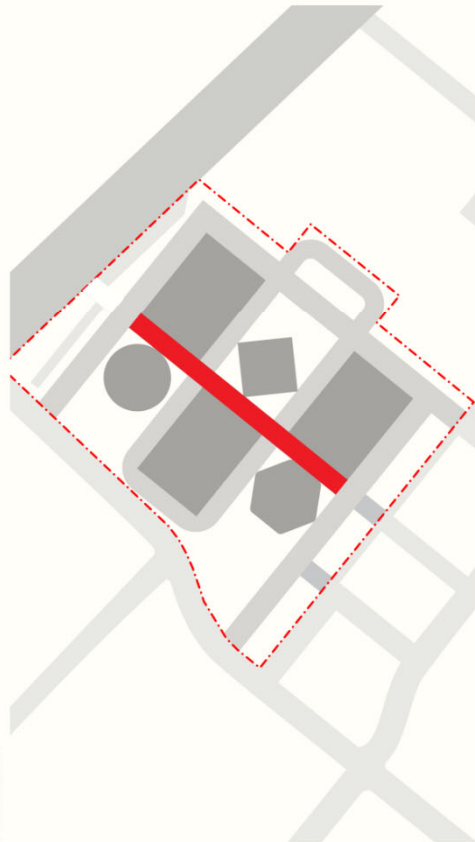
### CHARACTERISTICS

Significance	A visually cohesive public link providing connection to community and environment
Primary Usage	Gathering, active and passive recreation and informal meeting place Eating and public entertainment
Issues & Constraints	Protection of street furniture and trees Security overnight
Environmental Response	Extensive use of green facades and other greening strategies
Access	Pedestrian priority (service vehicles only) 18 hour publicly accessible
Ownership/Management	Private

### INDICATIVE CHARACTER



### LOCATION





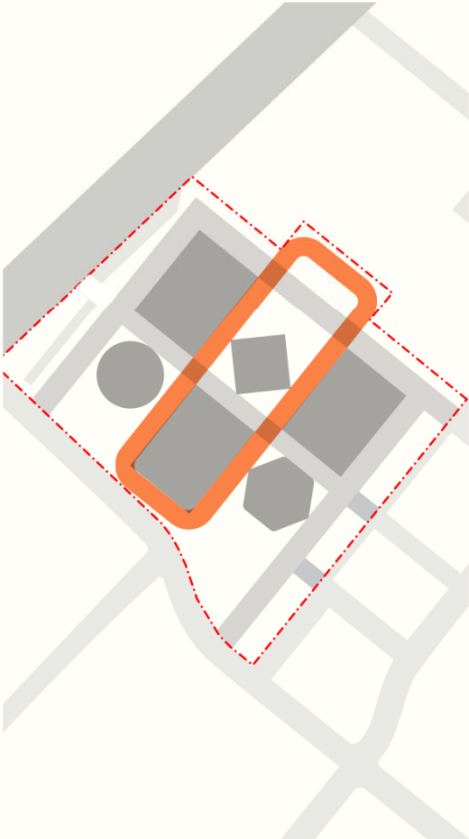
PRIMARY SPACE 2  
PRECINCT LOOP

Connecting the core to the varied public spaces throughout the Town Centre, the loop combines an engaging destination with intrinsic pedestrian circulation.

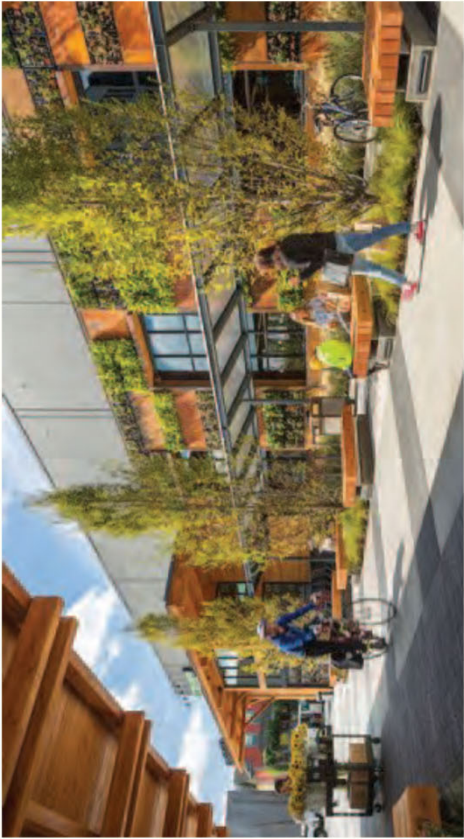
CHARACTERISTICS

Significance	Provides a key landmark point within the Town Centre
Primary Usage	Pedestrian circulation Gathering, passive recreation and informal meeting place Eating and public entertainment
Issues & Constraints	Protection of street furniture and trees Amount of pedestrian thoroughfare
Environmental Response	Large canopy trees for shade and biodiversity Safety lighting
Access	Pedestrian priority (service vehicles only) 24 hour publicly accessible
Ownership/Management	Private

LOCATION



INDICATIVE CHARACTER



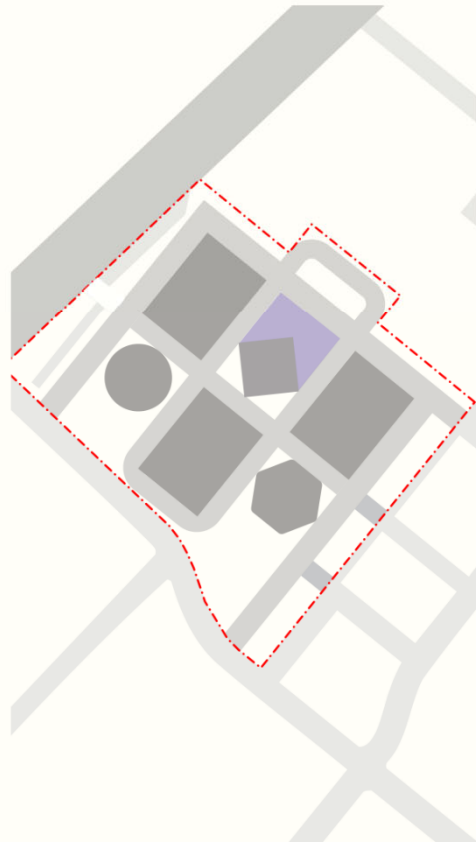
## PRIMARY SPACE 3 PLAZA

Located within the Precinct Loop, the Plaza is one of the primary meeting places in the Sunbury South Town Centre.

### CHARACTERISTICS

Significance	Provides a key landmark point within the Town Centre
Primary Usage	Pedestrian circulation Gathering, passive recreation and informal meeting place Eating and public entertainment Connection to environment
Issues & Constraints	Maintenance and management Security
Environmental Response	Shaded seating spots and areas
Access	Pedestrian priority (service vehicles only) 24 hour publicly accessible
Ownership/Management	Private

### LOCATION



### INDICATIVE CHARACTER





**PRIMARY SPACE 4**  
**FAMILY PARK**

**The Family Park provides a versatile space for health, wellbeing and community where people of all ages can engage in active and passive recreation.**

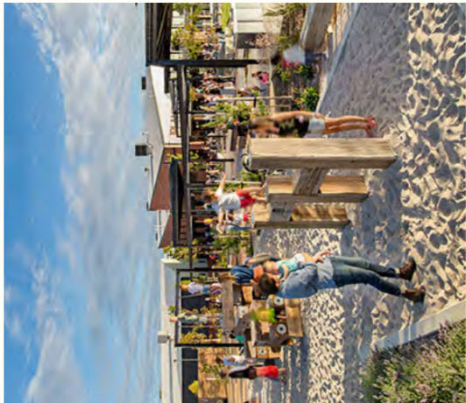
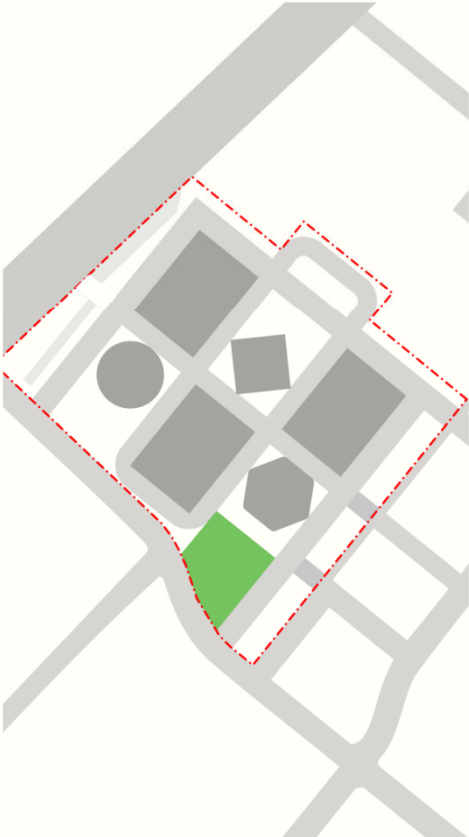
CHARACTERISTICS

Significance	Enables active and passive recreation through connection to community and environment
Primary Usage	Gathering, active and passive recreation and informal meeting place Eating and public entertainment
Issues & Constraints	Accessibility Security
Environmental Response	Minimal overshadowing from adjacent buildings, allows for substantial tree plantings for shade and amenity
Access	Pedestrian priority (service vehicles only) 24 hour publicly accessible
Ownership/Management	Council

INDICATIVE CHARACTER



LOCATION



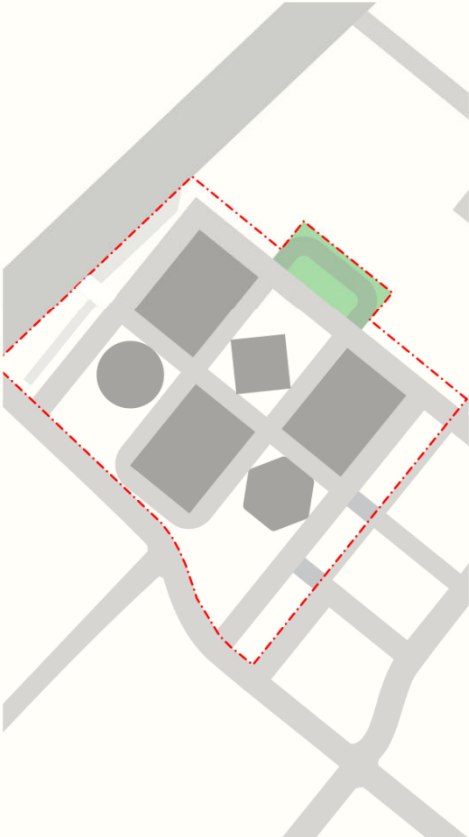
**PRIMARY SPACE 5**  
**WETLANDS PARK**

Connecting to the park land and the Town Centre, the Wetlands Park bridges nature and built form to deliver a new experience of the local environment to all visitors.

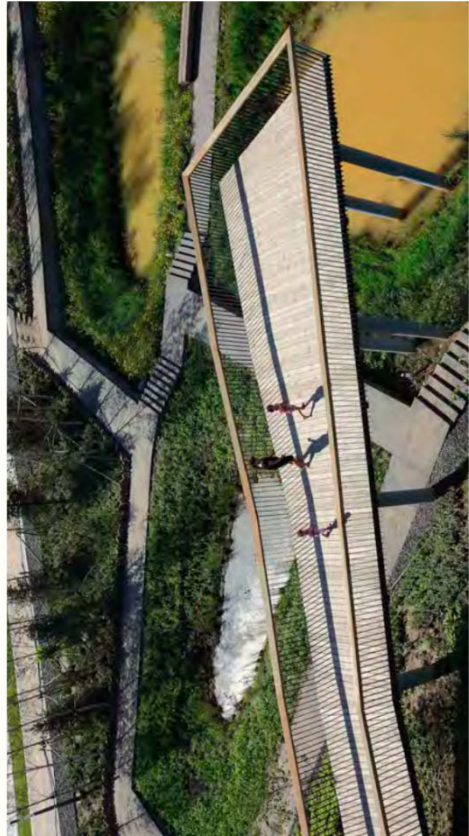
CHARACTERISTICS

Significance	Provides an accessible connection to nature and variety to the public realm offer
Primary Usage	Nature play while supporting biodiversity Gathering, passive recreation and informal meeting place Public entertainment
Issues & Constraints	Accessibility Security
Environmental Response	Minimal overshadowing from adjacent buildings, allows for substantial tree plantings for shade and amenity
Access	Pedestrian priority (service vehicles only) 24 hour publicly accessible
Ownership/Management	Council

LOCATION



INDICATIVE CHARACTER





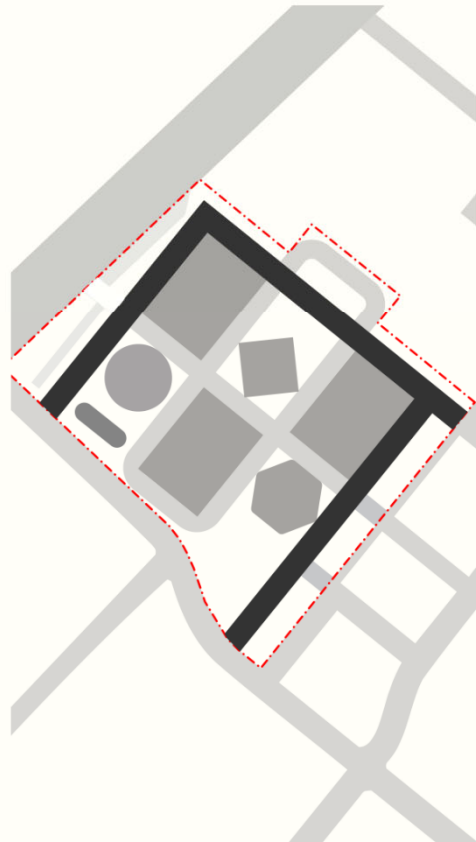
## PRIMARY SPACE 6 VEHICULAR LOOP

**Pedestrian-friendly streets extend the public realm with green, easy to navigate routes that connect to key public spaces.**

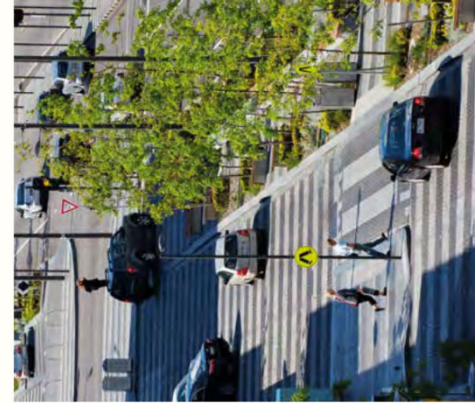
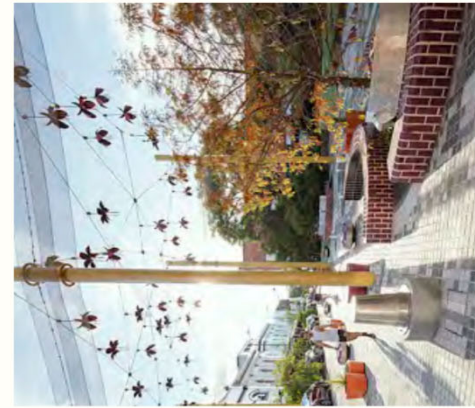
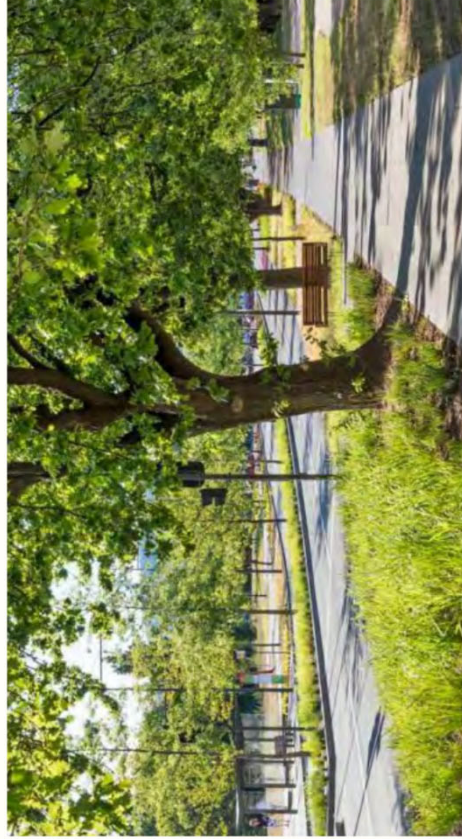
### CHARACTERISTICS

Significance	Enables a safe and accessible interface between the precinct loop and parks and the primary vehicular circulation
Primary Usage	Vehicular circulation that considers cyclists and pedestrians Connection routes to primary public spaces Rational navigation
Issues & Constraints	Safety Security
Environmental Response	Street environment to be well shaded with large canopy tree plantings
Access	Shared vehicular and pedestrian access 24 hour publicly accessible
Ownership/Management	Council

### LOCATION



### INDICATIVE CHARACTER





# PRIMARY SPACE 7 TRANSPORT HUB

Maintaining an appropriate scale, the design of the transport hub will uplift the arrival experience for daily commuters and visitors alike.

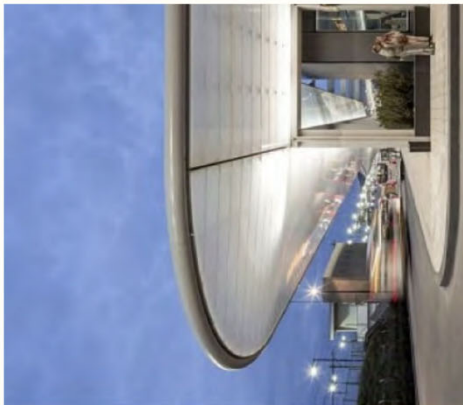
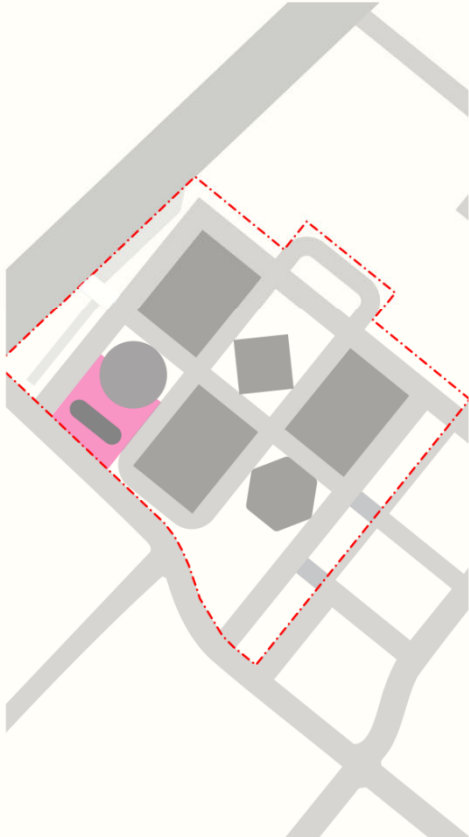
## CHARACTERISTICS

Significance	Provides convenience and safety while contributing to sense of place
Primary Usage	Gathering and informal meeting place
Issues & Constraints	Protection of street furniture and trees Security overnight
Environmental Response	To be specified in Town Planning Application
Access	Priority pedestrian and vehicular access 24 hour publicly accessible
Ownership/Management	Private

## INDICATIVE CHARACTER



## LOCATION



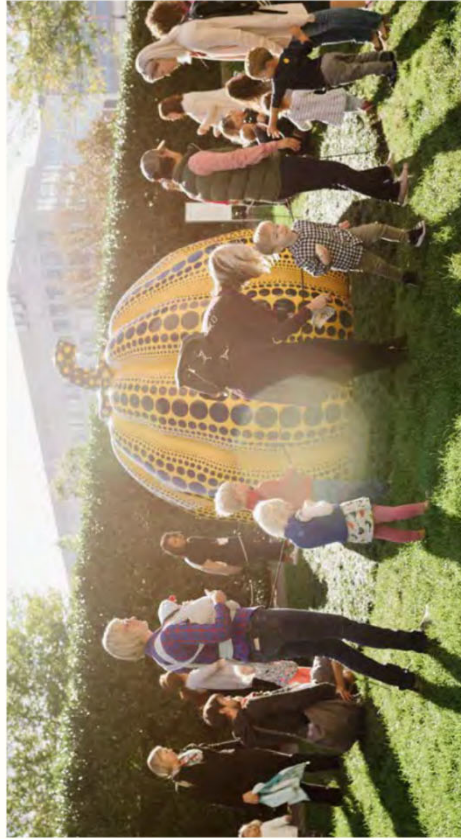
## SECONDARY SPACES COMMUNITY RECREATION

Public spaces that deliver opportunities to build community through interaction and activation.

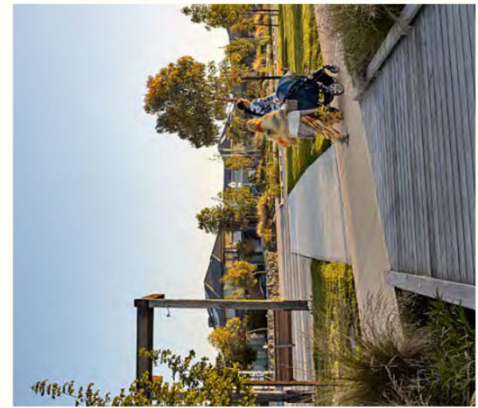
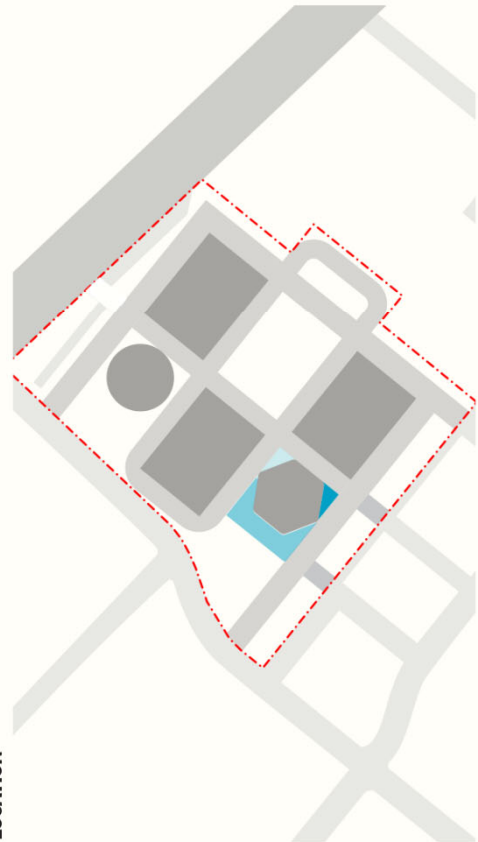
### CHARACTERISTICS

Significance	Provides engaging ways for people to meet, gather and interact at varying scales throughout the Town Centre
Primary Usage	Active and passive recreation Gathering and informal meeting place Public entertainment
Issues & Constraints	Protection of street furniture and trees Programming management
Environmental Response	To be specified in Town Planning Application
Access	Priority pedestrian access 24 hour publicly accessible
Ownership/Management	Private

### INDICATIVE CHARACTER



### LOCATION





## SECONDARY SPACES FLEXIBLE SOCIAL SPACES

**Flexible social spaces provide diverse ways for people to engage with each other in a range of formal and informal settings.**

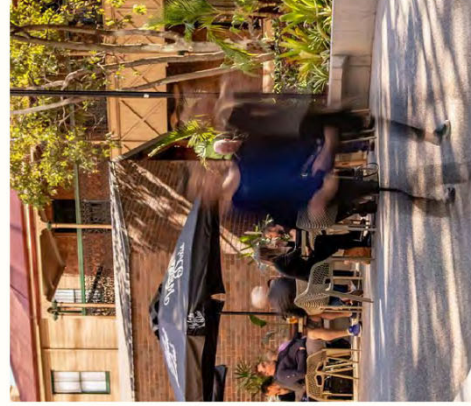
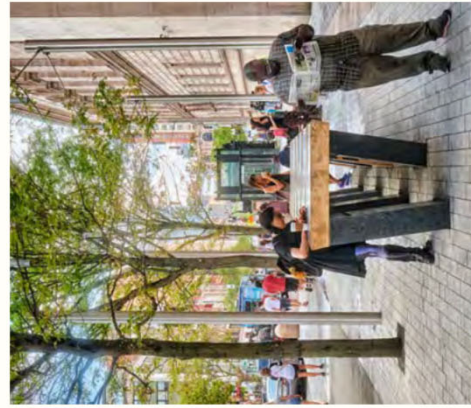
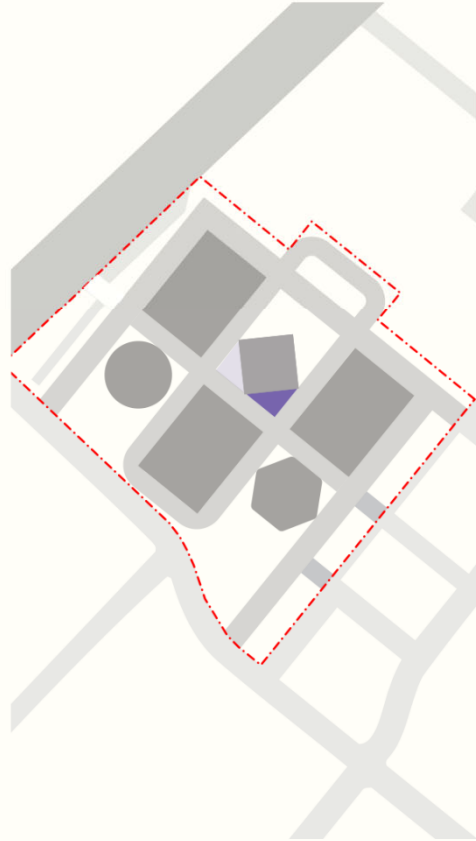
### CHARACTERISTICS

Significance	Delivers opportunities for social engagement through flexible spaces that encourage agency
Primary Usage	Active and passive recreation & public entertainment Gathering and informal meeting place Public office/workspace
Issues & Constraints	Protection of street furniture and trees Programming management
Environmental Response	To be specified in Town Planning Application
Access	Priority pedestrian access 24 hour publicly accessible
Ownership/Management	Private

### INDICATIVE CHARACTER



### LOCATION





**SECONDARY SPACES**  
HEALTH & WELLBEING

A variety of active and passive recreation spaces throughout the Town Centre promote a healthy lifestyle.

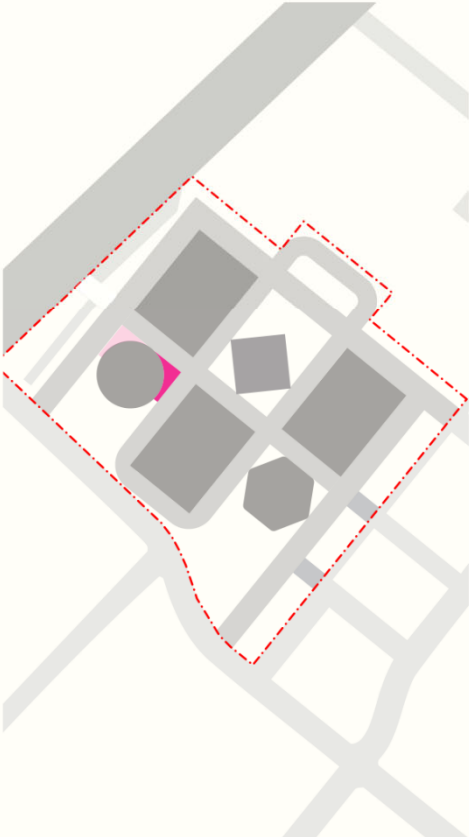
CHARACTERISTICS

Significance	Provides diverse opportunities for people to engage in recreation promoting physical, social and mental health
Primary Usage	Active and passive recreation Gathering and informal meeting place Public entertainment
Issues & Constraints	Protection of street furniture and trees Programming management
Environmental Response	To be specified in Town Planning Application
Access	Pedestrian priority (service vehicles only) 24 hour publicly accessible
Ownership/Management	Private

INDICATIVE CHARACTER



LOCATION



25

Public Realm Strategy

Sunbury South Town Centre

# ACTIVATION

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ACTIVATION  
GUIDELINES  
RULES TO LIVE BY

To better guide the ongoing programming of the public realm, we've created these activation guidelines and rules to live by. All future efforts to activate the public realm can best embody a human outcome by aligning with these guidelines.

01

All people are the same

Through design, delivery and management, we will activate public spaces in ways that welcome everyone.

02

All people are different

Through a rich mix of different activities and programming, we will invite people to feel comfortable to be themselves.

03

Be distinctive

Redefining the role of an activity centre in a growing and evolving suburb means activating in accessible and unique ways.

04

Be for Sunbury

By maintaining a relationship to iconic land and people, our public programming will represent community.

05

Activate the everyday

We seek to be a dynamic anchor in the community that is active, enjoyable and engaging throughout the year.

06

Program for the future

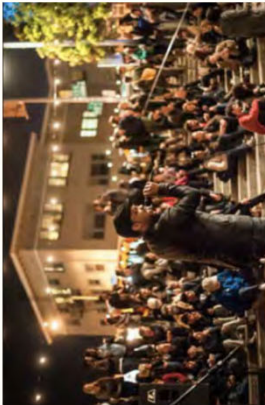
With the current and future needs of our community front of mind, we deliver experiences built for the future.



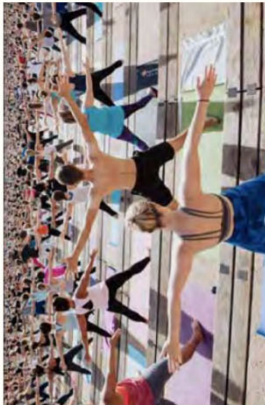
The variety of public spaces in the Town Centre allow for a range of appropriate events that will cater to an evolving and diverse community.

ACTIVATIONS  
& EVENTS  
APPROPRIATE  
EXAMPLES

PLAZA



Public entertainment



Health and wellbeing

FAMILY PARK



Birthday parties

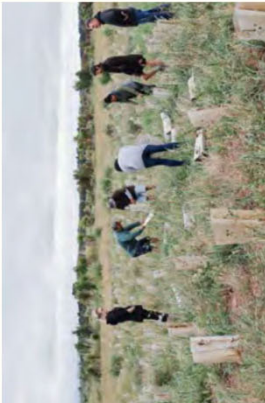


Markets

WETLANDS PARK



School excursions

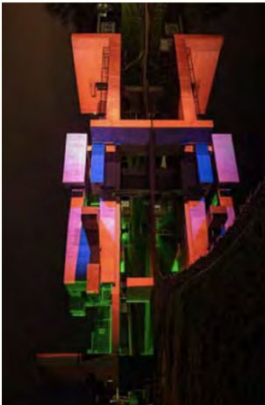


Volunteer group

TRANSPORT HUB



Community fundraising



Night-time art activations

## **PUBLIC REALM ACTIVATION ONGOING EVALUATION**

**Realising the delivery and management of the SSTC Public Realm requires steadfast and insightful evaluation.**

Far from a static endeavour, the SSTC Public Realm Strategy will only be realised through ongoing evaluation that is both thorough and actionable.

Beyond the idea of acceptable maintenance of spaces by parties responsible lives the consistent work of ensuring that the delivery of the SSTC Public Realm and activation is maintained and realised in a way that aligns with the original vision.

### **PUBLIC REALM HEALTH CHECKS**

Throughout the initial development and delivery of the public realm, it will be necessary to engage regular, quarterly health checks to determine:

- how the public realm is performing
- how activation strategies have been delivered
- how people are using and interacting with the public realm

### **ANNUAL REVIEWS**

Once the activation and programming have been established, annual reviews provide an opportunity to assess the efficacy of strategy and delivery over an extended period of time by defining:

- how the Public Realm Health Checks have been implemented
- the efficacy of how the public realm strategy has been translated into specific tactics
- the best course forward given review results

### **PERFORMANCE REPORTS**

With observations and data gathered from health checks and reviews, the work of providing actionable insights for the best course forward will be delivered through actionable reports – each ensuring that:

- all goals met and exceeded are clearly noted
- all areas for improvement are identified and thoroughly described
- all insights provide a path to reengage the delivery and maintenance of the SSTC Public Realm





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REPORT NO:	SU615
REPORT TITLE:	47 Arncliffe Boulevard, Greenvale - Development of four dwellings and four lot subdivision
SOURCE:	Harry Valentine, Statutory Planner
DIVISION:	Planning and Development
FILE NO:	P24029
POLICY:	Hume Planning Scheme
STRATEGIC OBJECTIVE:	4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
ATTACHMENTS:	<ol style="list-style-type: none"><li>1. <i>Recommendations and Conditions</i></li><li>2. <i>Planning Provisions and Clause 55 Assessment -47 Arncliffe Bld Greenvale</i></li><li>3. <i>Locality Map - 47 Arncliffe Boulevard, Greenvale</i></li><li>4. <i>Assessment Plans</i></li></ol>

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Application No:	P24029
Proposal:	Development of four dwellings and four lot subdivision.
Location:	47 Arncliffe Boulevard, Greenvale - Development of four dwellings and four lot subdivision
Zoning:	General Residential Zone – Schedule 1
Applicant:	iPlanning Services Pty Ltd
Date Received:	21 September 2021

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**1. SUMMARY OF REPORT:**

- 1.1 Planning approval is sought for the development of four dwellings and four lot subdivision at 47 Arncliffe Boulevard in Greenvale.
- 1.2 The application was advertised by direct mail and the erection of one on-site sign. Six objections have been received to date. The application is being reported to Council as the number of objections exceeds officer delegation.
- 1.3 The application has been assessed against the relevant policies, and the provisions under the *Hume Planning Scheme*. On balance, it is recommended that a Notice of Decision to Grant a Planning Permit be issued.

**2. RECOMMENDATION:**

**That Council, having considered the application on its merits and the objections received, resolves to issue a Notice of Decision to Grant a Planning Permit for the development of four dwellings and four lot subdivision at 47 Arncliffe Boulevard, Greenvale, subject to the conditions in Attachment 1.**

**3. PROPOSAL:**

- 3.1 The application seeks planning permission to develop the land for four dwellings and four lot subdivision at 47 Arncliffe Boulevard, Greenvale - Development of four dwellings and four lot subdivision as follows:
  - 3.1.1 The layout of the dwellings is in a symmetrical shape following the rectangular layout of the lot. Dwellings one and two have a frontage to Arncliffe Boulevard whilst dwellings three and four sit at the rear of the site with access provided by a crossover and internal vehicle turnaround.

**REPORT NO: SU615 (cont.)**

- 3.1.2 The dwellings are of an almost identical layout of two bedrooms, bathroom, living/dining area and substantial private open space.
- 3.1.3 Dwelling one has a floor area of 75 square metres, dwelling two has a floor area of 74.7 square metres and dwellings three and four have a floor area of 84.4m<sup>2</sup>. The dwellings will be constructed from face brickwork with the front elevation being rendered and a 22.5 degree pitched tiled roof. The height of the dwellings will be 4.41 metres to the top of the roof with 2.7 metres high walls to eave height
- 3.1.4 A single car space (uncovered) will be provided for each dwelling and the car parking area is located in between the dwellings. The car spaces have the dimensions of 2.6 metres wide and 4.9 metres long and have appropriate reversing area to manoeuvre in and out of the site in a forward direction. The common property driveway will be 3.0 metres wide and constructed from concrete.
- 3.1.5 The existing crossovers will be removed, and one central crossover will be provided.
- 3.1.6 Dwellings one and two will be setback 6.2 metres from the Arncliffe Boulevard frontage and 3.0 metres from either the east or west boundary of the site. The two rear dwellings are setback 3.0 metres from the northern boundary and at least 1.6 metres from either the east or west boundary.
- 3.1.7 It is also proposed as part of this application to subdivide the site into four lots and create common property in the form of a driveway and turnaround area. The common property will have an area of approximately 120.6 square metres. All services will be provided to the site including water, sewerage, drainage, electricity, gas and telecommunications.
- 3.1.8 Each dwelling is provided with at least 25 square metres of Secluded Private Open Space and 40 square metres total of Private Open Space.

**3.2 Summary table of development**

Site Area	822 square metres
Site Coverage	318.5 square metres (38.5.0%)
Permeability	332 square metres (40.39%)
Garden Area	293.35 square metres (35.6%)
Dwelling density	1:205.5 square metres

**4. SITE AND SURROUNDS:**

- 4.1 The subject site is located on the northern side of Arncliffe Boulevard. The site is rectangular in shape with a frontage of 23.5 metres to Arncliffe Boulevard, a northern boundary of 24.98 metres, an eastern boundary of 33.71 metres and a western boundary of 34.12 metres with a total land area of 822m<sup>2</sup>.
- 4.2 The site is currently occupied by a double storey brick dwelling with pitched roof and an attached double car garage located on the western side of the dwelling. There are two existing concrete crossovers to the site from Arncliffe Boulevard and a street tree planted on the grassed nature's strip.
- 4.3 The site is relatively flat with a slight fall from the south to the north where there is an existing sewerage and drainage easement. There are some existing exotic trees planted in the northeast corner of the site with remainder of the rear yard being grass and concrete pavement.

**REPORT NO: SU615 (cont.)**

- 4.4 The surrounding development includes mainly residential development that consist of single and double storey buildings. To the west of the site is an existing double story townhouse development that comprises two attached dwellings and to the east is a single storey dwelling. On the opposite side of the site are a mixture of single and double storey dwellings. Each dwelling has a concrete crossover to a single or double car garage. Some properties have a double driveway.
- 4.5 The existing neighbourhood character reflects a mixture of single and double storey dwellings that have been built in the 1980s. The majority are constructed from brick and the roofs are tiles.
- 4.6 The site is relatively close to shops, public transport, schools and recreational facilities. The site is located approximately 1.4 kilometres to the west of the Greenvale Shopping Centre. Greenvale Reserve is located 165 metres to the west of the site with access to it from Arncliffe Boulevard. Bradford Reserve is located approximately 1.2 kilometres to the west of the site.
- 4.7 The site is located close to a number of schools including the Greenvale Primary School located 1.7 kilometres to the west on Bradford Road and Greenvale Secondary College located 1.7 kilometres to the south. St Carlos Catholic Primary School is located 2.2 kilometres to the south. The subject site is located close to bus stops in Greenvale Drive which is located south of the site and is situated within 450 metres on both sides of the street. The Roxburgh Park Railway Station is located proximity 4.0 kilometres to the east of the site 1.5 kilometres to the west.
- 4.8 There is no relevant planning history for this site.

**5. PLANNING CONTROLS:**

General Residential Zone

- 5.1 The subject land is zoned General Residential Zone Schedule 1. The purpose of the zone is to encourage development that respects the neighbourhood character of the area and to encourage diversity of housing and housing growth in locations offering good access to services and transport.

Planning permit triggers

- 5.2 A planning permit is required for the development of two or more dwellings on a lot, within the General Residential Zone 1 (Clause 32.08-6 of the *Hume Planning Scheme*).
- 5.3 A planning permit is required for subdivision of land, within the General Residential Zone 1 (Clause 32.08-3 of the *Hume Planning Scheme*).

Aboriginal Cultural Heritage

- 5.4 The subject site is not located within an Aboriginal cultural heritage sensitivity area.

Particular Provisions

- 5.5 The key assessment provisions related to the proposal are Clause 52.06 – Car parking, Clause 53.18 Stormwater management in urban development, and Clause 55 – Two or more dwellings on a lot, Clause 56 Residential subdivision and are discussed in the assessment section of the report.

Planning Policy Framework

- 5.6 The Planning Policy Framework (including the Local Planning Policy Framework) sets out objectives and strategies relevant to this application, including those relating to housing diversity, affordability and urban design. The objectives of the Planning Policy Framework have been considered in the assessment to follow, and a full list of the relevant Planning Policy Framework objectives and strategies is provided as an attachment to this report.



REPORT NO: SU615 (cont.)

**6. REFERRALS:**

External referrals

- 6.1 The application was referred externally to Jemena, Ausnet, Tenix and Yarra Valley Water with no objections received.

Internal referrals

- 6.2 The application was discussed internally with Traffic and Civil Engineering and Councils Parks Officer with no objection raised.

**7. ADVERTISING:**

- 7.1 The application was advertised under Section 52 of the Act by way of letters to adjoining landowners and occupiers, and a sign on site.

- 7.2 At the time of writing this report, a total of six objections were received. The grounds of objection are summarised as follows:

- Inconsistent with Neighbourhood character
- Traffic and Parking (reversing out of driveway)
- Bin collection issues
- Property devaluation

- 7.3 Neighbourhood Character - The proposal accords with the objectives and standards of Clause 55 of the Hume Planning Scheme. The design provides a development that will integrate with the existing character of setbacks, building materials, design detail and built form. The dwellings are single storey and have substantial garden areas to meet the open garden context of Greenvale. Furthermore, any approval will include a condition for a landscape plan.

- 7.4 Traffic and Parking - The increase of traffic generated by the additional dwellings will be negligible and will not have a significant impact on traffic within Arncliffe Boulevard. The number and dimensions of car parking spaces provided complies with the requirements of Clause 52.06.

- 7.5 Bin Collection Issues - The potential for the increased generation of bin numbers is not a reason to refuse this proposal. The increase in the number of bins is likely to be a total of eight bins. The subject site has a frontage of over eighteen metres to Arncliffe Boulevard for bin collection which is considered more than adequate and not likely to cause amenity impact to neighbours.

- 7.6 Property devaluation - The consideration of impact to property values is not managed or assessed by the Planning and Environment Act 1987 or the Hume Planning Scheme. It is also a long-established planning principle that property devaluation is not a valid objection on planning ground.

**8. ASSESSMENT:**

Planning Policy Framework

- 8.1 The application has been assessed against the relevant provisions of the *Hume Planning Scheme*.
- 8.2 The proposal is generally in accordance with the relevant planning policy frameworks, by providing medium density housing and modest infill development in a way that demonstrates site responsive design and limits amenity impacts to neighbours.
- 8.3 The proposed development provides housing diversity and housing opportunities close to existing infrastructure which will meet the varied needs of the existing and future residents. It provides for urban growth, which is orderly, and achieves the greatest social benefit to the community, without diminishing the unique character and identity of the city.

REPORT NO: SU615 (cont.)

Housing Diversity Strategy

- 8.4 The property is identified in the Hume Diversity Strategy (adopted by Council 17 June 2020) as an area of gradual change with regards to providing diversity. The strategy identifies that some large, detached family housing continue be the main housing typology in these gradual change areas but with some new units and townhouses to provide housing diversity opportunities. This means that the pattern, scale and look of housing will become a little more mixed.
- 8.5 The rate of change is expected to be gradual as individual properties are slowly sold and some are bought by residents to live in and some redeveloped with units and townhouses. The Hume Diversity Strategy sets out that 4% of new housing change could occur in gradual change areas. Housing development in gradual areas will also be encouraged to provide some smaller homes. Combined these targets will decrease the housing mismatch in Hume.
- 8.6 The provision of four two-bedroom dwellings will help to create diversity for the following demographics: students and young people, older people, first home buyers, single parent families, separated people, empty nesters and new migrants. The proposal dwelling will increase housing diversity within the area. By approving this development will remain within the specified gradual change of 4% of housing stock.

General Residential Zone

- 8.7 The proposed development is consistent with the purpose of the General Residential Zone 1.
- 8.8 The purpose of the GRZ includes the intention to *encourage development that respects the neighbourhood character of the area*. The proposal presents a contemporary design outcome which balances the existing character and the emerging character created by more recent development.
- 8.9 The proposal has 283.5 square metres of garden area provided (35.6%), meeting the 35% requirement.
- 8.10 The proposal has a maximum height of approximately 4.41 metres, and therefore does not exceed the maximum permitted height of 9 metres.
- 8.11 Clause 55 will be addressed in the below sections.

Car parking

- 8.12 The proposed development is consistent with the purpose of this clause.
- 8.13 All dwellings contain two bedrooms and are provided with a single car space to satisfy the car parking requirements of Clause 52.06 of the *Hume Planning Scheme*. Visitor parking is not required.
- 8.14 All car spaces are accessible from a shared crossover and accessway.
- 8.15 The proposed development meets the required design standards for car parking and accessways. A turning area is provided to allow vehicles to be able to exit in a forward motion. The shared accessway always maintains a minimum width of at least 3.0 metres.
- 8.16 The site is accessible via a new crossover to the street frontage.

Stormwater Management in Urban Development

- 8.17 The application provides an appropriate response to the requirements of this provision. The applicant has supplied a Stormwater Management Plan in support of the application.
- 8.18 This plan demonstrates that the development achieves a STORM Rating of 100% (100% required) with the inclusion of a rainwater tank and a rain garden.
- 8.19 These measures will facilitate water reuse on site and reduce direct stormwater runoff which is consistent with the objectives of this provision and are acceptable solutions.

**REPORT NO: SU615 (cont.)**

Clause 55 Two or more dwellings on a lot

- 8.20 The proposal has been assessed against all relevant ResCode objectives and standards outlined in Attachment 2.
- 8.21 A satisfactory neighbourhood and site description and design response plan have been provided for consideration.
- 8.22 Assessment of the proposal against the requirements of Clause 55 of the Scheme is provided in Attachment 2 of this report.
- 8.23 The proposal meets the standards and objectives of Clause 55, by providing infill development outcome in an area that has access to services. The design of the dwellings is suitable to the area and responds to the existing character of the area.
- 8.24 The dwellings are designed to ensure that both internal and external amenity is not negatively impacted.
- 8.25 The practicalities of the site have been considered, with parking, traffic, bin collection and postal services appropriately managed.
- 8.26 There are some aspects of Clause 55 which warrant permit conditions to make a full response, including the requirement for landscaping plan (Standard B13) to be submitted for assessment.

Clause 56 Residential Subdivision

- 8.27 The proposal has been assessed against all relevant Residential Subdivision objectives and standards outlined in Attachment 2.
- 8.28 The proposed development achieves an acceptable level of compliance with the standards and objectives contained within Clause 56 of the *Hume Planning Scheme*.

**9. CONCLUSION**

- 9.1 The application has been assessed against the relevant provisions of the *Hume Planning Scheme*, including Planning Policy frameworks, and is generally consistent with the relevant purposes relating to urban environment, sustainable development, and residential development. The objections have been considered in the assessment of the proposal.
- 9.2 The proposal generally satisfies the objectives and standards of Clause 53.18 (Stormwater in urban development), Clause 55 (Two or more dwellings on a lot) and Clause 52.06 (Car parking) of the Scheme. Subject to conditions, the proposal can demonstrate a site responsive design with a limited impact on the amenity of surrounding properties and the character of the area.
- 9.3 On this basis, it is recommended that the application be supported, and a Notice of Decision to Grant a Permit be issued.



**Attachment 1 – Recommendation and permit conditions**

That Council, having considered the application on its merits, resolves to issue a Notice of Decision to Grant a Planning Permit, and allow the development of four dwellings and four-lot subdivision at 47 Arncliffe Boulevard, Greenvale, subject to the following conditions:

1. The development as shown on the endorsed plans or described in the endorsed documents must not be altered or modified except with the written consent of the responsible authority.
2. The layout of the subdivision as shown on the endorsed plans must not be altered or modified except with the written consent of the Responsible Authority.
3. Prior to a Statement of Compliance being issued for the Plan of Subdivision under Section 21 of the Subdivision Act 1988, all conditions of Planning Permit P24029 must be complied with or otherwise to the satisfaction of the Responsible Authority.
4. Prior to a Statement of Compliance being issued for the Plan of Subdivision under Section 21 of the Subdivision Act 1988, a contribution equivalent to 3% of the site value of all land in the subdivision must be paid to the Responsible Authority as a Public Open Space Contribution.
5. The owner of the land must enter into an agreement with:
  - a) a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
  - b) a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
6. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:
  - a) a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
  - b) a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
7. Prior to the issue of a Statement of Compliance for the subdivision authorised by this permit and shown on the endorsed plans, reticulated water, sewerage, drainage and electricity must be provided to the satisfaction of all relevant authorities.
8. The issue of a Statement of Compliance under the Subdivision Act 1988 shall be subject to the satisfaction of Authority requirements with such satisfaction being verified by a written statement from each Authority.
9. Before the issue of a Statement of Compliance, the land must be drained to the satisfaction of the Responsible Authority in accordance with plans and specifications approved by the Responsible Authority under the Subdivision Act 1988.

10. Before the issue of a Statement of Compliance under the Subdivision Act 1988, vehicle access to serve each lot in the subdivision must be constructed and drained to the requirements and satisfaction of the Responsible Authority. Such road works must be designed and constructed at no cost to Council.
11. Before the development starts, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the landscape plan will be endorsed and will then form part of the permit. The plan must be prepared by a suitably qualified person and drawn to scale with dimensions. It must show:
  - a. A survey (including botanical names) of all existing vegetation to be retained;
  - b. Buildings and trees (including botanical names) on neighbouring properties within three metres of the boundary;
  - c. Details of surface finishes of pathways and driveways;
  - d. Location of all WSUD features.
  - e. A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity and quantities of each plant;
  - f. Landscaping and planting within all open areas;
  - g. Medium canopy tree and understorey landscaping within the frontage of dwelling 1; a small canopy tree (mature height of 6m +) in the areas of secluded spaces for each dwelling;
  - h. Screen planting along the rear property boundary.
  - i. An in-ground irrigation system to all landscaped areas;
  - j. Tree protection zone and structural root zone for each tree to be retained; and
  - k. The location and details of root control barriers.
12. The landscape area(s) shown on the endorsed plan(s) must be planted and maintained to the satisfaction of the responsible authority and once landscaped must not be used for any other purpose. Maintenance must include the removal of weeds and the replacement of any dead plants in accordance with the endorsed landscape planting schedule.
13. Once the approved development has started, it must be continued and completed to the satisfaction of the responsible authority except with prior consent of the responsible authority.
14. Before development allowed by this permit is occupied, landscaping works as shown on the endorsed plan(s) must be completed to the satisfaction of the responsible authority.
15. The car parking spaces for dwelling 1 and 2 must be line marked in accordance with the endorsed plans to the satisfaction of the Responsible Authority.
16. The measures within the approved Stormwater Management Plan must be implemented and maintained to the satisfaction of the responsible authority.
17. Outdoor lighting must not be located other than that which is normal to a private dwelling or shown on the endorsed plans, except with prior written consent to the responsible authority.
18. Any equipment required for refrigeration, air-conditioning, heating and the like must be located on the subject land or premises and/or must be suitably insulated for the purpose of reducing noise emissions, to the satisfaction of the responsible authority.
19. All external materials, finishes and paint colours are to be to the satisfaction of the responsible authority.

20. The development permitted by this permit must not, in the opinion of the responsible authority, adversely affect the amenity of the locality.
21. Areas set aside for parking of vehicles, together with the aisles and access lanes must be properly formed to such levels that they can be utilised in accordance with the endorsed plans and must be drained and provided with an all-weather seal coat. The areas must be constructed, drained and provided and maintained in a continuously useable condition to the satisfaction of the responsible authority.
22. Areas set aside for the parking and movement of vehicles as shown on the endorsed plans must be made available for such use and must not be used for any other purpose.
23. Vehicle crossing to be constructed as per EDCM standard 501 – Residential Vehicle Crossing –Single
24. Mailboxes shall be provided to the proposed dwelling/s to the satisfaction of the Responsible Authority and Australia Post.
25. Stormwater from all paved areas must be retained within the property and drained to the site's underground internal stormwater system.
26. Any cut or fill must interfere with the natural overland stormwater flow.
27. No polluted and / or sediment laden runoff is to be discharged directly or indirectly into Council's drains or watercourses during construction.
28. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Jemena Electricity Networks (Vic) Ltd in accordance with Section 8 of that Act.
29. The applicant shall enter into an agreement for the extension, upgrading or re-arrangement of the electricity supply to lots on the plan of subdivision as required by Jemena Electricity Networks (Vic) Ltd. (A payment to cover the cost of such work will be required and easements internal and external to the subdivision and provision of sites for substations may also be required).
30. Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Supply and Installation Rules issued by the Local Government Electricity Supply Association (Vic) and Distribution Authorities to the extent determined by Jemena Electricity Networks (Vic) Ltd.

**Development Expiry**

31. This permit will expire if one of the following circumstances applies:
- the development is not started within three years of the date of this permit; or
  - the development is not completed within six years of the date of this permit.

**Subdivision Expiry**

- The subdivision is not commenced within two years of the date of this permit; or
- The subdivision is not completed within five years of the date of commencement

If a plan of subdivision is not certified within two years of the date of this permit, the Responsible Authority may extend the time for certification if a request is made in writing prior to expiry of the permit or within 6 months after the expiry date or otherwise in accordance with Section 69 of the Planning & Environment Act 1987.

The responsible authority may extend the periods referred to if a request is made in writing:

- before or within six months after the permit expiry date, where the development allowed by the permit has not yet started; or

- within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.

Permit notes:

- If a request for an extension of commencement/completion dates is made out of time allowed by Condition 31, the responsible authority cannot consider the request and the permit holder will not be able to apply to VCAT for a review of the matter. If a request for an extension of commencement is made out of time allowed by the permit condition, the responsible authority cannot consider the request and the permit holder will not be able to apply to VCAT for a review of the matter.
- The commencement of the subdivision is regarded by Section 68 (3A) of the Planning and Environment Act 1987 as the certification of the plan, and completion is regarded as the registration of the plan
- An “Application for Stormwater Legal Point of Discharge: Multi-unit Drainage Investigation” is required for this development (fees apply). Plans to be submitted to Council's Civil Design section for assessment. This will determine if an on-site detention system, upgrading of Council's existing drainage pipes or new drainage pipes are required by the owners/developers.
- An “Application for Stormwater Legal Point of Discharge: R133 Legal Point of Stormwater Discharge” is required to be submitted to Council with the above Drainage Investigation application
- Prior to commencement of any works within the road reserve or require alteration/connection to the Council's drainage assets in the road reserve, an ‘**Application form for Consent to work within a Hume City Council Road Reserve**’ is required to be submitted to Council to obtain a permit to carry out the works.
- Any structure proposed to be built over an easement requires Council and relevant service authority's approval prior to the issuing of a building permit.
- The existing redundant vehicle crossing is to be removed. The kerb & channel and nature strip to be reinstated.
- The following maximum gradients for a parking bay as per AS2890.1:2004 cl2.4.6
  - a) 1 in 20 (5%) measured parallel to the angle of parking
  - b) 1 in 16 (6.25%) measured in any other direction
- Consultation with Councils Garbage Service to agree on format of garbage collection.
- Rainwater tanks and/or raingardens are not to be located within the easement.



**Attachment 2 – Planning Policy Framework**

**P23496: 47 Arncliffe Boulevard, Greenvale**

**Proposal:** Development of four dwellings and four lot subdivision.

The following Planning Policy Framework objectives of the Hume Planning Scheme are relevant to this proposal:

<b>Clause</b>	<b>Applicable objective / strategy / purpose</b>
<i>Planning Policy Framework</i>	
11.01-1S – Settlement	<i>To promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.</i>
15.01-1S – Urban design	<i>To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.</i>
15.01-2S – Building design	<i>To achieve building design outcomes that contribute positively to the local context and enhance the public realm.</i>
16.01-1S – Housing supply	<i>To facilitate well-located, integrated and diverse housing that meets community needs.</i>
16.01-2S – Housing affordability	<i>To deliver more affordable housing closer to jobs, transport and services.</i>
<i>Local Planning Policy Framework</i>	
21.03-2 - Housing	<i>To increase the diversity of housing in Hume.</i>
21.04-1 – Urban design	<i>To enable well designed medium density and higher density residential development that protects the amenity of existing residents and sensitively responds to identified preferred neighbourhood character.</i>
21.04-2 – Environmentally Sustainable Design and Development	<i>To encourage environmentally sustainable design and development.</i>
21.04-3 – Landscape character	<i>To ensure development protects significant and unique landscape values which contribute to Hume’s character and identity.</i>
<i>Zoning Provisions</i>	
32.08 – General Residential Zone (Schedule 1)	<i>To implement the Municipal Planning Strategy and the Planning Policy Framework. To encourage development that respects the neighbourhood character of the area. To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.</i>
<i>Particular Provisions</i>	
52.06– Car parking	<i>To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework. To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.</i>

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	<p><i>To support sustainable transport alternatives to the motor car.</i></p> <p><i>To ensure that car parking does not adversely affect the amenity of the locality.</i></p> <p><i>To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.</i></p>
53.18 – Stormwater Management in Urban Development	<p><i>To ensure that stormwater in urban development, including retention and reuse, is managed to mitigate the impacts of stormwater on the environment, property and public safety, and to provide cooling, local habitat and amenity benefits.</i></p>
55 – Two or more Dwellings on a lot and Residential Buildings	<p><i>To implement the Municipal Planning Strategy and the Planning Policy Framework.</i></p> <p><i>To achieve residential development that respects the existing neighbourhood character or which contributes to a preferred neighbourhood character.</i></p> <p><i>To encourage residential development that provides reasonable standards of amenity for existing and new residents.</i></p> <p><i>To encourage residential development that is responsive to the site and the neighbourhood.</i></p>

**Clause 55 assessment**

Clause 55 of the Scheme seeks to ensure that development is consistent with neighbourhood character and provides an acceptable built form which is responsive to the site and surrounding area.

A satisfactory neighbourhood and site description and design response plan have been provided for consideration. Assessment of the proposal against the requirements of Clause 55 of the Scheme is provided below. In summary, the proposal satisfies the objectives and/or standards of the Clause.

Neighbourhood character and infrastructure (Standard B1 to B5)

<b>B1 – Neighbourhood character objective</b>	The surrounding development includes mainly residential development that consist of single and doble storey buildings. To the west of the site is an existing double story townhouse development that comprises two attached dwellings and to the east is a single storey dwelling. On the opposite side of the site are a mixture of single and double storey dwellings. Examples of more than one dwelling on a lot existing at 13 Lynton Court, 65 Arncliffe and 6 Catterick Court.
<b>B2 – Residential policy objective</b>	The proposal is consistent with higher level state planning policies regarding infill development, and medium density housing in areas with proximity to services. The proposal can also be supported from a local planning policy perspective, which seeks <i>‘to increase the diversity of housing in Hume’</i> as per objective 4 in clause 21.03-2 of the Planning Scheme. The proposal will increase housing diversity in an area where the larger housing stock can limit the opportunity for change.
<b>B3 – Dwelling diversity objective</b>	The application is not required to meet Standard B3, with reference to dwelling diversity, as there are less than ten dwellings proposed.

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<b>B4 - Infrastructure</b>	The development can be connected to reticulated services, including sewerage, drainage, electricity and gas. It is considered that the net outcome of three additional dwellings is unlikely to unreasonably overload the capacity of the existing utility services and infrastructure in the area. The application has been referred internally to Council's Engineering and Assets Department for comment and no objections have been raised against the proposal on drainage and sewerage grounds.
<b>B5 – Integration with the street</b>	Entrances to the dwellings will be easily seen from Arncliffe Boulevard or from the common property driveway. This will provide for good surveillance for residents in the development. Pedestrian access will via each driveway and then a separate path to the front door.

Site Layout and building massing (Standards B6 to B15)

<b>B6 – Street setback objective</b>	The proposed development will be setback approximately 6.2 metres from the Arncliffe Boulevard frontage. The existing dwelling has an existing front setback of 6.0 metres and is therefore compliant.
<b>B7 – Building height objective</b>	The proposal provides a maximum building height of 4.41 metres, which is less than the 9 metres maximum building height pursuant to Clause 32.08-10 (General Residential Zone) of the Planning Scheme.
<b>B8 – Site coverage objective</b>	The proposal contains a site coverage percentage of 38.5%, which is less than the maximum 60% permitted under Standard B8.
<b>B9 – Permeability and stormwater management objectives</b>	The development has suitable site permeability, with 40.4% provided (minimum 20% required). A Stormwater Management Plan has also been provided with the application, which looks to reuse and reduce stormwater through use of rainwater tanks and raingardens, and achieves a 100% STORM rating (minimum 100% required).
<b>B10 – Energy efficiency objective</b>	The dwellings are considered to be sufficiently energy efficient and are designed so that the living areas of both the existing and proposed dwelling are facing north, east and west. The proposal will not unreasonably impact on the solar access of adjoining neighbouring open spaces and windows, in accordance with Standard B10.
<b>B11 – Open space objective</b>	The proposal does not contain communal open space in or adjacent to the site.
<b>B12 – Safety objective</b>	Proposed entrances to each dwelling are generally oriented towards Arncliffe Boulevard or the common property driveway. Lights can be installed at each entrance for visibility at night times and front doors to each unit will be seen from the street. The private open spaces to each unit will be enclosed with no public access. Planting will not obscure accessways.
<b>B13 – Landscape objective</b>	Landscaping details on the site plan indicates that there is opportunity for landscaping within the areas of private open space and along the accessway. Although indicative landscaping is now shown, space exists within the site to accommodate an improved landscaping outcome. A landscape plan will be required by permit condition.

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<b>B14 – Access objective</b>	The proposal will create remove the two existing crossovers and replace with a new single crossover. The street width is 18m and the new driveway will not exceed 40% of the street frontage. This is considered appropriate as vehicle access is safe, manageable, and convenient, satisfying the requirements of Standard B14.
<b>B15 – Parking location objectives</b>	<p>Vehicle parking is appropriately located and provides convenient parking for residents.</p> <p>The design adequately protects residents from vehicular noise within development, with shared accessways and car parks of other dwellings located a minimum of 1.5 metres from the windows of habitable rooms in accordance with the requirements of Standard B15.</p>

Site Layout and building massing (Standards B17 to B24)

<b>B17 – Side and rear setback objective</b>	Both dwellings are setback in accordance with Standard B17 at both ground and first floor level.
<b>B18 – Wall on boundary objective</b>	There are no proposed walls on boundary.
<b>B19 – Daylight to existing windows objective</b>	Daylight to existing habitable room windows will not be detrimentally affected by the development. The plans demonstrate that all existing habitable room windows within proximity to the development outlook an open area with minimum dimension of 1 metre clear to the sky in accordance with the requirements.
<b>B20 – North - facing windows objective</b>	The proposed dwelling is not located within 3 metres of any north facing habitable room windows.
<b>B21 – Overshadowing objective</b>	All shadowing resulting from the proposed dwelling will be mostly retained within the subject site from 9am-2pm. This shadowing is compliant with the regulation of Standard B21, as the proposed dwellings will not impact sunlight access to the secluded private open space areas on adjoining lots for at least 5 hours of the of the day between 9am and 3pm on 22 September.
<b>B22 – Overlooking objective</b>	There will be no overlooking into the adjoining properties due to the location of boundary fencing.
<b>B23 – Internal views objective</b>	Internal views have been managed through design outcomes, fence heights.
<b>B24 – Noise impact objective</b>	The proposal does not include unreasonable external and internal noise sources. The planning officer notes that there are ample opportunities to locate any mechanical requirement, including cooling and heating units, on site away from any adjoining properties and public areas. The proposal meets the standard and objective related to noise impacts.

On-Site Amenity and Facilities (Standard B25-B30)

<b>B25 – Accessibility objective</b>	The proposal is single storey and is able to be modified to improve accessibility for people with limited mobility. The planning officer notes that the front porch for all dwellings can be transformed into a ramp.
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<b>B26 – Dwelling entry objective</b>	The proposal contains entry doors that are identifiable from the street. The porch of all dwellings are designed to achieve a sense of personal address, create a transitional space, and provide shelter around the entry.																	
<b>B27 – Daylight to new windows objective</b>	All new windows will receive appropriate daylight in accordance with Standard B27.																	
<b>B28 – Private Open Space</b>	<p>An assessment of the proposed POS and SPOS for each dwelling is provided below:</p> <table><tr><td></td><td><b>SPOS</b></td><td><b>Access from a living room?</b></td></tr><tr><td><b>Dwelling 1</b></td><td>33.31 m<sup>2</sup></td><td>Yes, Living/meals/kitchen</td></tr><tr><td><b>Dwelling 2</b></td><td>34.9 m<sup>2</sup></td><td>Yes, Living/meals/kitchen</td></tr><tr><td><b>Dwelling 3</b></td><td>55.11 m<sup>2</sup></td><td>Yes, Living/meals/kitchen</td></tr><tr><td><b>Dwelling 4</b></td><td>50.24 m<sup>2</sup></td><td>Yes, Living/meals/kitchen</td></tr></table> <p>The proposal satisfies the requirements in standard B28 as the POS and SPOS areas of all dwellings exceed the minimum dimensions, total area, and have direct access from a living room.</p>				<b>SPOS</b>	<b>Access from a living room?</b>	<b>Dwelling 1</b>	33.31 m <sup>2</sup>	Yes, Living/meals/kitchen	<b>Dwelling 2</b>	34.9 m <sup>2</sup>	Yes, Living/meals/kitchen	<b>Dwelling 3</b>	55.11 m <sup>2</sup>	Yes, Living/meals/kitchen	<b>Dwelling 4</b>	50.24 m <sup>2</sup>	Yes, Living/meals/kitchen
	<b>SPOS</b>	<b>Access from a living room?</b>																
<b>Dwelling 1</b>	33.31 m <sup>2</sup>	Yes, Living/meals/kitchen																
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<b>Dwelling 4</b>	50.24 m <sup>2</sup>	Yes, Living/meals/kitchen																
<b>B29 – Solar access to open space objective</b>	The private open space areas are located at the rear of the dwelling and have either a north, east or west orientation.																	
<b>B30 – Storage objective</b>	The proposal provides at least 6 cubic metres of externally accessible storage for all dwellings. The planning officer notes that the storage locations are adequate for practical use, and do not block any windows or obstruct accessways.																	

Detailed Design (Standard B31 to B34)

<b>B31 – Design detail objective</b>	<p>The proposed dwelling has been designed to fit in with the surrounding area by adopting a form and scale as well as a mix of materials &amp; finishes that are sympathetic to the surrounding area.</p> <p>The proposed development includes features that blend well within the existing streetscape by providing a similar mix of materials and finishes. In particular, the use of face brickwork and render cladding with the provision of a hipped tiled roof ensures that the development is respectful of the character of the surrounding area.</p> <p>The design incorporates appropriate design detail and articulation in accordance with Standard B31.</p>
<b>B32 – Front fence objective</b>	No front fences are being constructed on each lot.
<b>B33 – Common property objective</b>	The common property driveway is practical, attractive and are easily maintained. The common driveway will be part of the Owners Corporation that will be established to maintain the driveway.
<b>B34 – Site services objectives</b>	Site services have been located where possible in the most efficient and economical location.

	Provision has been made for the storage of bins and mailboxes have been located in convenient and appropriate locations. The proposal meets the standards and objectives related to site services.
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### Clause 56 assessment

Clause 56 of the *Hume Planning Scheme* applies to an application to subdivide land in a General Residential Zone. It states that an application to subdivide land into lots each containing an existing dwelling or car parking space is exempt from meeting the requirements of Clause 56. The proposed dwellings have not been constructed and as such, the requirements of Clause 56 apply in this instance. The primary focus of Clause 56 is:

*To create livable and sustainable neighbourhoods and urban places with character and identity.*

A subdivision of 3-15 lots must meet the objectives and should meet the standards of Clause 56 of the Scheme, with the exception of clauses 56.02-1, 56.03-1 to 56.03-4, 56.05-2, 56.06-1, 56.06-3 and 56.06-6.

CLAUSE 56.01 - SUBDIVISION SITE AND CONTEXT DESCRIPTION AND DESIGN RESPONSE	
CLAUSE 56.02 – POLICY IMPLEMENTATION	
CLAUSE 56.03 – LIVABLE AND SUSTAINABLE COMMUNITIES	
<b>56.03-5 Neighbourhood character objective</b> To design subdivision that respond to neighbourhood character. <b>Standard C5</b> To ensure the subdivision respects existing neighbourhood character, responds to surrounding urban environment and protects significant vegetation and site features.	Complies. The proposed lots are average in size to other lots in the immediate area. The lots range between 150m2 to 197m2 which meets the existing character of the surrounding area.
56.04 - LOT DESIGN	
<b>56.04-1 Lot diversity and distribution objectives</b> To provide a range of lot sizes to suit a variety of dwelling and household types. <b>Standard C7</b> A subdivision should implement any relevant housing strategy, plan or policy for the area set out in this scheme and a range and mix of lot sizes should be provided.	Complies. The proposed lot sizes provide a mix within the surrounding area.
<b>56.04-2: Lot area and building envelopes objective</b> To provide lots with areas and dimensions that enable the appropriate siting and construction of a dwelling, solar access, private open space, vehicle access and parking, water management, easements and the retention of significant vegetation and site features.	Complies. Lots are appropriately orientated and are of adequate size to allow for the construction of dwellings and associated outbuildings. Lots are reasonably accessible to all required

<p><b>Standard C8</b></p> <p>An application to subdivide land that creates lots of less than 300 square metres should be accompanied by information that shows: that the lots are consistent with a development approved under this scheme, or that a dwelling may be constructed on each lot in accordance with the requirements of this scheme.</p>	<p>facilities such as public transport, neighbourhood centres and the like.</p> <p>The proposed lots can comfortably accommodate the development of a dwelling on each respective lot. Each lot is sufficient in area to provide appropriate vehicular access, solar access, on-site parking and easements.</p>
<p><b>56.04-3: Solar orientation of lots objective</b></p> <p>To provide good solar orientation of lots and solar access for future dwellings.</p> <p><b>Standard C9</b></p> <p>Unless the site is constrained by topography or other site conditions, at least 70 percent of lots should have appropriate solar orientation.</p>	<p>Complies.</p> <p>The proposed lots meet the solar objectives and standards of this standard.</p>
<p><b>56.04-4: Street orientation objective</b></p> <p>To provide a lot layout that contributes to community social interaction, personal safety and property security.</p> <p><b>Standard C10</b></p> <p>Subdivision should increase visibility and surveillance by ensuring lots front all roads and streets and avoid the side or rear of lots being oriented to connector streets and arterial roads.</p>	<p>Complies.</p> <p>All proposed lots will be provided with appropriate visibility, surveillance of the area and safety and security of residents.</p>
<p><b>56.04-5: Common areas objective</b></p> <p>To identify common areas and the purpose for which the area is commonly held. To ensure the provision of</p> <p>common area is appropriate and that necessary management arrangements are in place. To maintain direct public access throughout the neighbourhood street network.</p> <p><b>Standard C11</b></p> <p>An application to subdivide land that creates common land must be accompanied by a plan and a report identifying: the common area to be owned by the body corporate, the reasons why the area should be commonly held; and the lots participating in the body corporate.</p>	<p>Complies.</p> <p>The common property driveway will be managed by an Owners Corporation. All vehicles that use the common driveway have access to Arncliffe Boulevard. The common property driveway is safe and efficient for the vehicles to exit and enter in a forward direction as well as for residents of the development to use for pedestrian access.</p>
<p><b>56.05 - URBAN LANDSCAPE</b></p>	
<p><b>56.05-1 Integrated urban landscape objectives</b></p>	

<p>To provide attractive and continuous landscaping in streets and public open spaces that contribute to the character and identity of new neighbourhoods and urban places or to existing or preferred neighbourhood character in existing urban areas.</p> <p><b>Standard C12</b></p> <p>An application for subdivision that creates streets or public open space should be accompanied by a landscape design.</p>	<p>Complies.</p> <p>The opportunity exists for landscaping of the allotments and the incorporation of water sensitive design options. This will be determined at the time of when drainage design plans have been approved.</p>
<p><b>56.06 - ACCESS AND MOBILITY MANAGEMENT</b></p>	
<p><b>56.06-2 Walking and cycling network objectives</b></p> <p>To contribute to community health and wellbeing by encouraging walking and cycling and to provide safe and direct movement through neighbourhoods by pedestrians and cyclists.</p> <p><b>Standard C15</b></p> <p>The walking and cycling network should be designed to: provide safe walkable distances to activity centres, community facilities, public transport stops and public open spaces; ensure safe street and road crossings including the provision of traffic controls where required; and be accessible to people with disabilities.</p>	<p>Complies.</p> <p>The site is within proximity to local services such as schools, public open space.</p>
<p><b>56.06-4 Neighbourhood street network objective</b></p> <p>To provide for direct, safe and easy movement through and between neighbourhoods for pedestrians, cyclists, public transport and other motor vehicles using the neighbourhood street network.</p> <p><b>Standard C17</b></p> <p>The neighbourhood street network must: provide safe movement for all vehicles; provide safe and efficient access to all lots for service and emergency vehicles; and incorporate any necessary traffic control measures and traffic management infrastructure.</p>	<p>Complies.</p> <p>The new common driveway will connect to Arncliffe Boulevard allowing residents to access the existing neighbourhood street network providing for direct, safe, and easy movement through and between neighbourhoods.</p>
<p><b>56.06-5: Walking and cycling network detail objectives</b></p> <p>To design and construct footpaths, shared path and cycle path networks that are safe, comfortable, well constructed and accessible for people with disabilities. To design footpaths to accommodate wheelchairs, prams, scooters and other footpath bound vehicles.</p>	<p>Complies.</p> <p>The proposed subdivision creates a new common property driveway which will allow for pedestrian and cyclist traffic.</p>



<p><b>Standard C18</b></p> <p>Footpaths, shared paths, cycle paths and cycle lanes should be designed to: provide for public transport stops, street crossings for pedestrians/cyclists and kerb crossovers for access to lots; support safe travel for pedestrians, footpath bound vehicles and cyclists; and be accessible to people with disabilities and</p>	
<p><b>56.06-7: Neighbourhood street network detail objective</b></p> <p>To design and construct street carriageways and verges so that the street geometry and traffic speeds provide an accessible and safe neighbourhood street system for all users.</p> <p><b>Standard C20</b></p> <p>The design of streets and roads should: be of sufficient width to accommodate footpaths, shared paths, cycle paths, integrated water management, street tree planting, lighting and utility needs; apply speed control measures where appropriate; and provide for the safe and efficient collection of waste and recycling materials from lots.</p>	<p>NA.</p> <p>No new streets are proposed.</p>
<p><b>56.06-8: Lot access objective</b></p> <p>To provide for safe vehicle access between roads and lots.</p> <p><b>Standard C21</b></p> <p>Vehicle access to lots abutting arterial roads should be provided from service roads, side or rear access lanes, access places or access streets and vehicle access to lots of 300 square metres or less in area and lots with a frontage of 7.5 metres or less should be provided via rear or side access lanes, places or streets.</p>	<p>Complies.</p> <p>The subject site does not adjoin any arterial roads. A condition will be placed on permit requiring crossovers to be constructed to the requirements and satisfaction of Council prior to Statement of Compliance.</p>
<p><b>56.07 - INTEGRATED WATER MANAGEMENT</b></p>	
<p><b>56.07-1 Drinking water supply objectives</b></p> <p>To reduce the use of drinking water. To provide an adequate, cost-effective supply of drinking water.</p> <p><b>Standard C22</b></p> <p>The supply of drinking water must be designed and constructed in accordance with the requirements and to the satisfaction of the relevant water authority.</p>	<p>Complies.</p> <p>The site has adequate access to water supplies.</p>
<p><b>56.07-2 Reused and recycled water objective</b></p>	

<p>To provide for the substitution of drinking water for non-drinking purposes with reused and recycled water.</p> <p><b>Standard C23</b></p> <p>Reused and recycled water supply systems must be designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority, Environment Protection Authority and Department of Human Services.</p>	<p>Complies.</p> <p>The site has adequate access to water supplies</p>
<p><b>56.07-3 Waste water management objective</b></p> <p>To provide a waste water system that is adequate for the maintenance of public health and the management of effluent in an environmentally friendly</p> <p><b>Standard C24</b></p> <p>Waste water systems must be designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority and the Environment Protection Authority.</p>	<p>Complies.</p> <p>The site has access to reticulated sewerage.</p>
<p><b>56.07-4 Urban run-off management objectives</b></p> <p>To minimise damage to properties and inconvenience to residents from urban run-off. To ensure that the street operates adequately during major storm events and provides for public safety.</p> <p><b>Standard C25</b></p> <p>The urban stormwater management system must be designed and managed in accordance with the requirements and to the satisfaction of the relevant drainage authority.</p>	<p>Complies.</p> <p>Site drainage will be consistent with current best practice design principles. Any future dwelling will have installed rainwater tanks in line with current Building Regulations to further reduce stormwater runoff from the sites. A detailed Stormwater Management Strategy was provided with the application.</p>
<p><b>56.08 - SITE MANAGEMENT</b></p>	
<p><b>56.08-1 Site management objectives</b></p> <p>To protect drainage infrastructure and receiving waters from sedimentation and contamination. To protect the site and surrounding area from environmental degradation or nuisance prior to and during construction of subdivision works. To encourage the re-use of materials from the site and recycled materials in the construction of subdivisions where practicable.</p> <p><b>Standard C26</b></p>	<p>Complies.</p> <p>The works required for the subdivision will be required to be conducted in accordance with site management practices including those under the EPA requirements.</p>

A subdivision application must describe how the site will be managed prior to and during the construction period.	
<b>56.09 – UTILITIES</b>	
<p><b>56.09-1 Shared trenching objectives</b></p> <p>To maximise the opportunities for shared trenching and to minimise constraints on landscaping within street Reserves.</p> <p><b>Standard C27</b></p> <p>Reticulated services for water, gas, electricity and telecommunications should be provided in shared trenching to minimise construction costs and land allocation for underground services.</p>	<p>Complies.</p> <p>Shared trenching can be conducted where possible.</p>
<p><b>56.09-2 Electricity, telecommunications and gas objectives</b></p> <p>To provide public utilities to each lot in a timely, efficient and cost effective manner. To reduce greenhouse gas emissions by supporting generation and use of electricity from renewable sources.</p> <p><b>Standard C28</b></p> <p>The electricity supply system must be designed in accordance with the requirements of the relevant electricity supply agency.</p> <p>The telecommunication system must be designed in accordance with the requirements of the relevant telecommunications servicing agency.</p> <p>Where available, the reticulated gas supply system must be designed in accordance with the requirements of the relevant gas supply agency.</p>	<p>Complies.</p> <p>The site has access to services, permit conditions will be imposed.</p>
<p><b>56.09-3 Fire hydrants objective</b></p> <p>To provide fire hydrants and fire plugs in positions that enable fire fighters to access water safely, effectively and Efficiently.</p> <p><b>Standard C29</b></p> <p>Fire hydrants should be provided a maximum distance of 120 metres from the rear of each lot and no more than 200 metres apart.</p>	<p>Complies.</p> <p>Fire hydrants will be provided in the design of the subdivision to the satisfaction of the CFA.</p>
<p><b>56.09-4 Public lighting objective</b></p> <p>To provide public lighting to ensure the safety of pedestrians, cyclists and vehicles. To provide pedestrians with a sense of personal safety at night. To contribute to reducing greenhouse gas emissions and to saving energy.</p> <p><b>Standard C30</b></p>	<p>NA.</p> <p>Public lighting will be provided within the new common property driveway which will promote safety for the future occupants and visitors to the site</p>

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Public lighting should be provided to streets, footpaths, public telephones, public transport stops and to major pedestrian and cycle paths including public open spaces that are likely to be well used at night to assist in providing safe passage for pedestrians, cyclists and vehicles.	
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47 Arncliffe Boulevard, Greenvale



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AREA SCHEDULE OF INDIVIDUAL UNITS		
AREA SCHEDULE U1		
	SQM	SQUARES
LIVING	70.82	
PORCH	4.19	
CARPOT	0	
TOTAL AREA	75.0100	8.0740
POS	33.310	

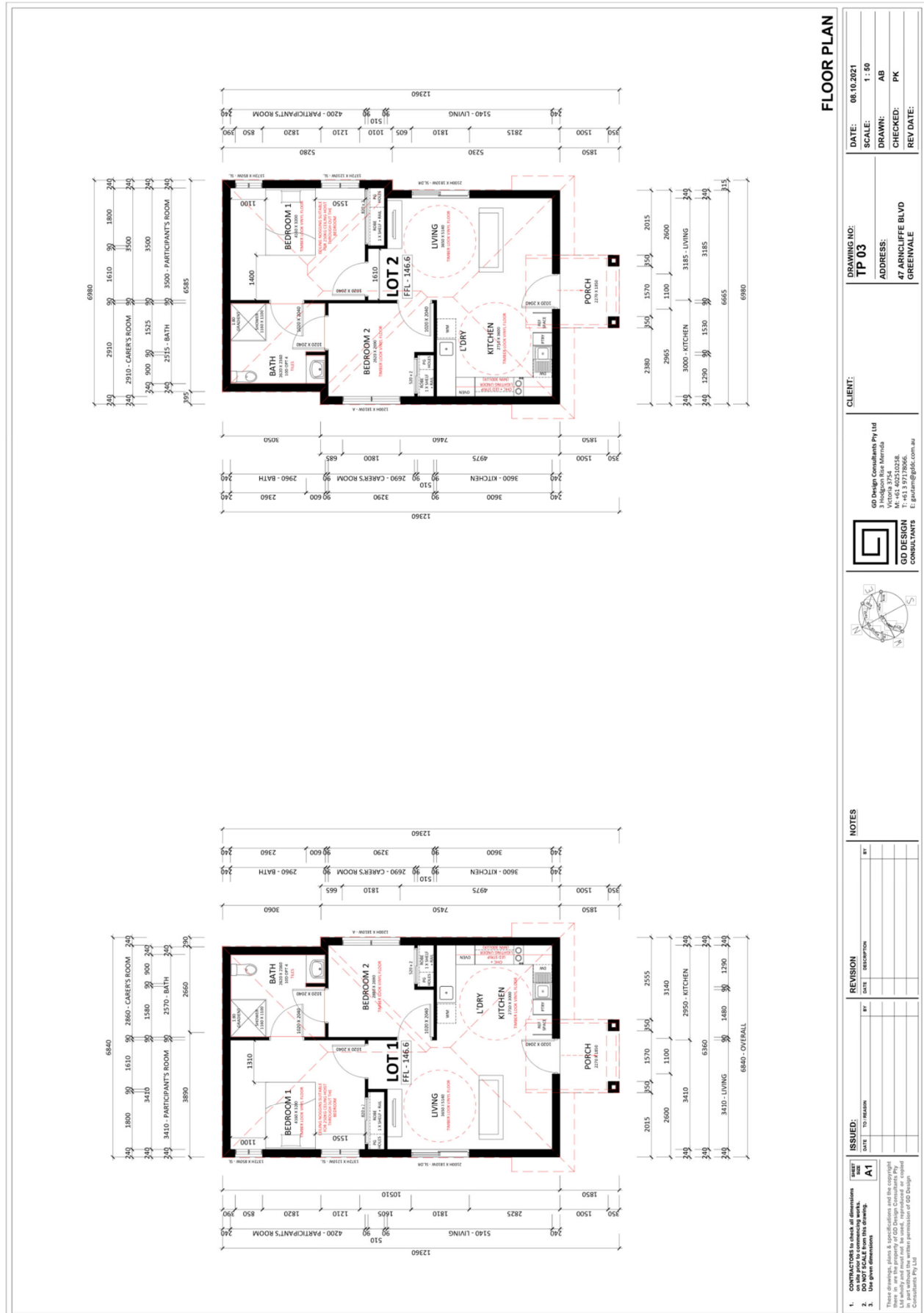
AREA SCHEDULE U2		
	SQM	SQUARES
LIVING	70.50	
PORCH	4.19	
CAR PORT	0	
TOTAL AREA	74.6900	8.0396
POS	34.900	

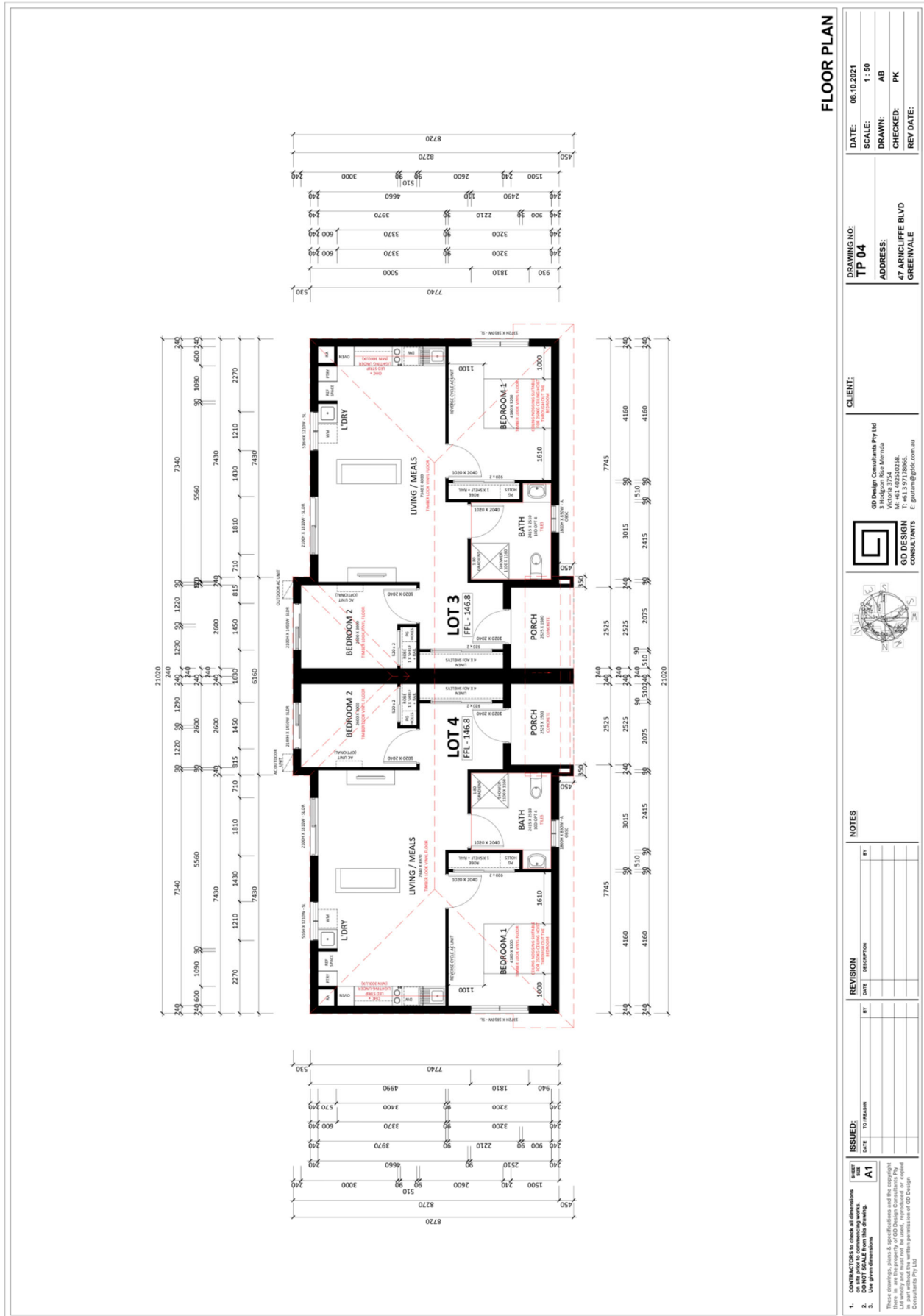
AREA SCHEDULE U3		
	SQM	SQUARES
LIVING	78.83	
PORCH	5.54	
CAR PORT	0	
TOTAL AREA	84.3700	9.08.15
POS	53.110	

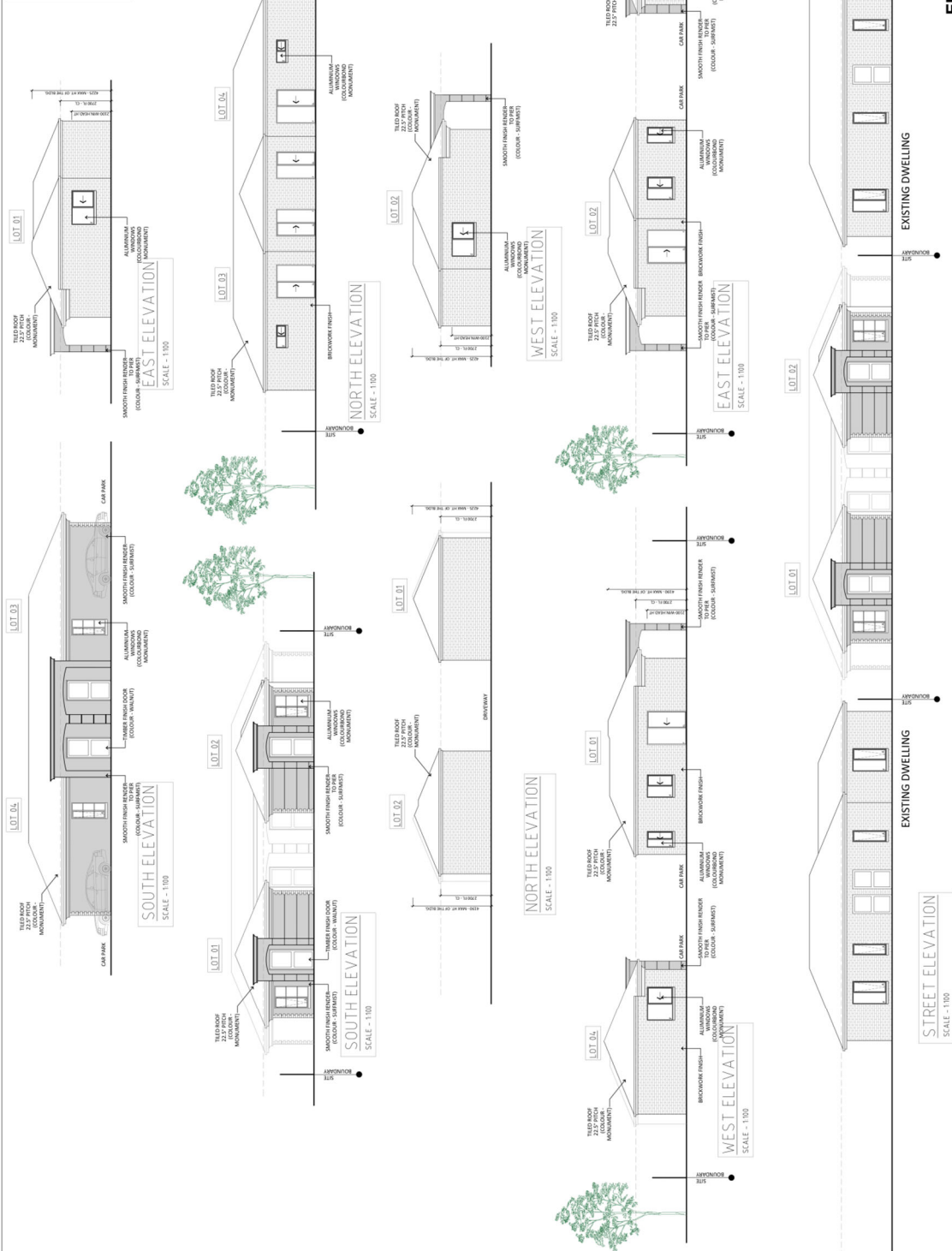
AREA SCHEDULE U4		
	SQM	SQUARES
LIVING	78.83	
PORCH	5.54	
CAR PORT	0	
TOTAL AREA	84.3700	9.08.15
POS	50.240	

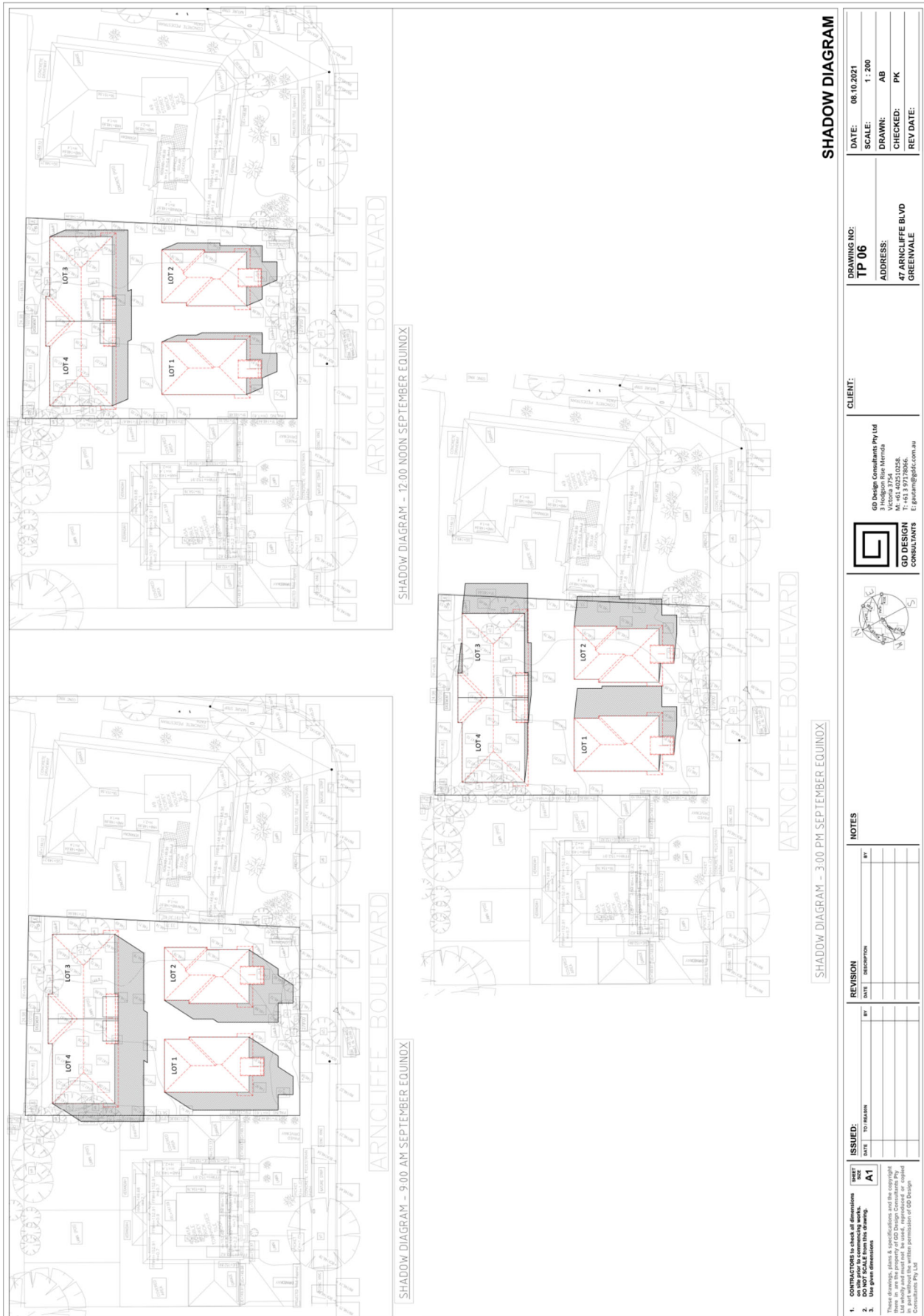
SITE ANALYSIS		
	SQM	%
SITE AREA	822.00	
BUILDING AREA	157.88	
PORCH AREA	19.46	
CARPORT AREA	0	
LAND COVERAGE	177.3400	21.5742
GARDEN AREA	293.35	35.6873
DRIVEWAY	187.08	22.7591








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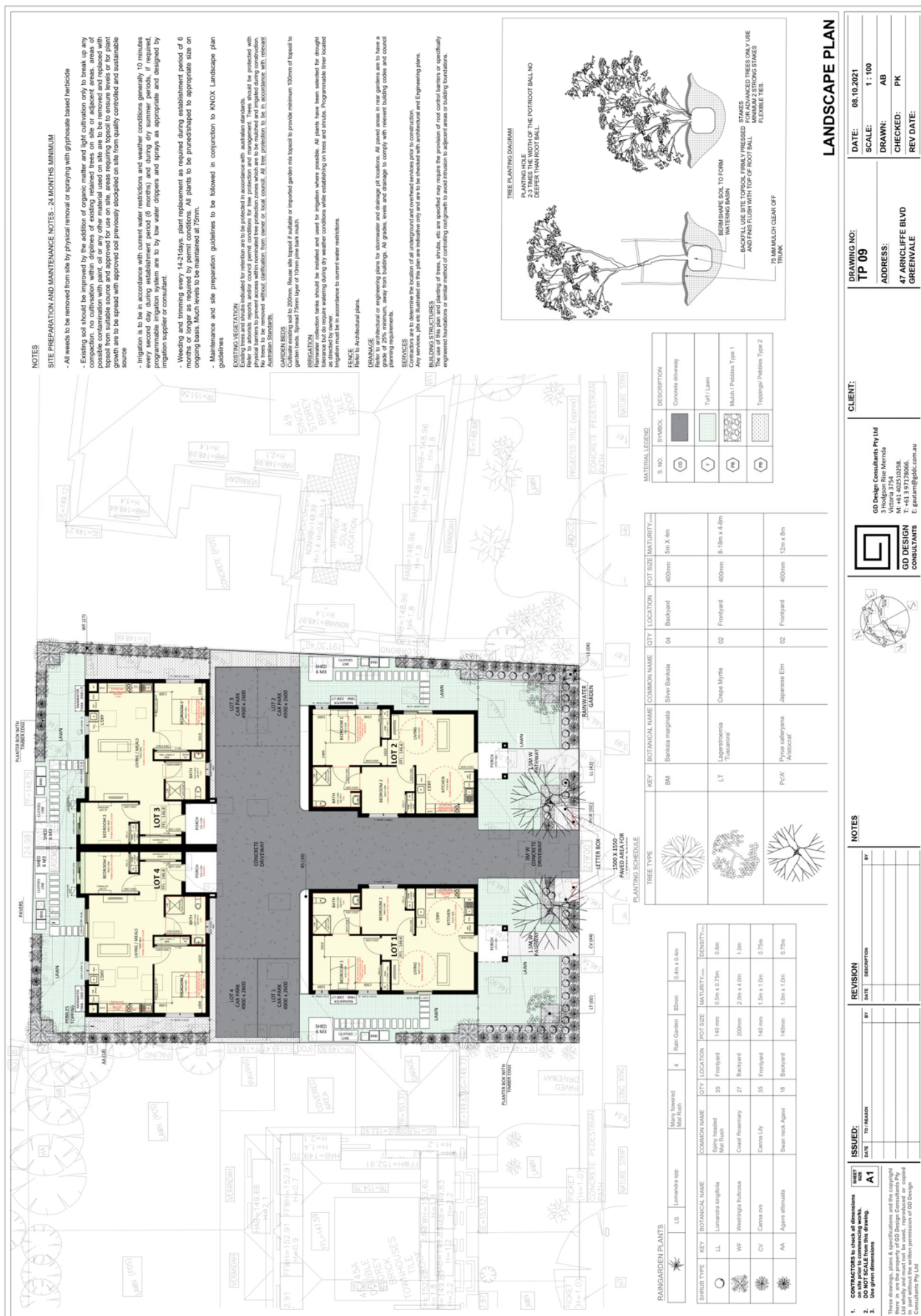








<div>1. CONTRACTORS to check all dimensions DO NOT SCALE from this drawing.</div> <div>2. Use given dimensions</div>	<div>ISSUED:</div> <table><thead><tr><th>DATE</th><th>TO: REASON</th><th>BY:</th></tr></thead><tbody><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></tbody></table>			DATE	TO: REASON	BY:													<div></div> <div>GD DESIGN CONSULTANTS</div> <div>GD Design Consultants Pty Ltd 10/100-1000, The Peninsula Victoria 3174 M: +61-402510252, F: +61-3-97178066 E: gdesign@gdc-consult.com.au</div>	<div>CLIENT:</div> <div>DRAWING NO: TP 08</div> <div>ADDRESS: 47 ARNCIFFE BVD GREENVALE</div>	<div>DATE: 08.10.2021</div> <div>SCALE: 1:100</div> <div>DRAWN: AB</div> <div>CHECKED: PK</div> <div>REV DATE:</div>
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<div>SHEET</div> <div>A1</div> <div>These drawings, plans &amp; specifications and the copyright therein, are the property of GD Design Consultants Pty Ltd. They are to be used for the project specified and are not to be used in part without the written permission of GD Design Consultants Pty Ltd</div>																					



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REPORT NO:	SU616
REPORT TITLE:	Statutory Planning Monthly Report - November 2021
SOURCE:	Danielle Kos, Coordinator Streamlining (Planning & Building)
DIVISION:	Planning and Development
FILE NO:	-
POLICY:	Hume Planning Scheme
STRATEGIC OBJECTIVE:	4.1 Facilitate appropriate urban development while protecting and enhancing the City's environment, natural heritage and rural spaces.
ATTACHMENT:	1. <i>Statutory Planning matters dealt with under delegation - November 2021</i>

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**1. SUMMARY OF REPORT:**

- 1.1 This report incorporates a summary of performance indicators for the Statutory Planning team for the month of November 2021. It also includes an update on VCAT appeals and decisions made by Council officers under delegation.

**2. RECOMMENDATION:**

**That the report be noted.**

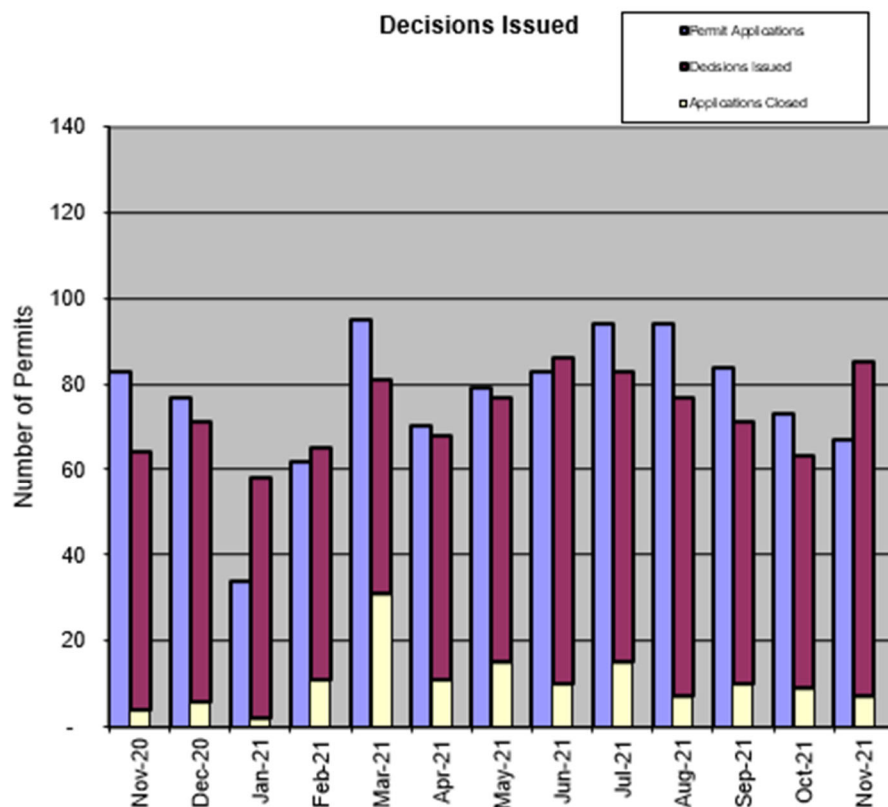
**3. PERFORMANCE INDICATORS:**

- 3.1 Included within this report are bar charts illustrating the following key performance indicators:
- Planning applications received, determined and closed in the previous month.
  - The number of current applications under assessment in the previous month.
  - Average gross days in dealing with planning applications and a comparison with metro and growth area Councils.
  - Percentage of applications issued in 60 days or less.
  - Percentage of applications issued in 60 days or less based on difficulty of applications.
- 3.2 67 permit applications were received in November 2021, the lowest number of applications received since February. 78 decisions were issued however which is the highest number of monthly decisions issued in the past 12 months.
- 3.3 7 applications were closed off in November, mostly as a result of applications being withdrawn. One application which was withdrawn had over 1100 processing days. 4 applications were also refused, with two of these having accrued over 1100 processing days and one having accrued over 1400 processing days. This represents some of the ongoing work the Statutory Planning team is undertaking to close off inactive applications.
- 3.4 There were 542 applications under assessment at the end of November, which equates to approximately 38 active applications per Town Planner, a slight drop from last months higher number of 40 applications per Town Planner.
- 3.5 The percentage of applications decided in 60 days or less decreased from last months' figure to 49%, largely as a result of the closure of some longstanding applications as noted above. Of the applications determined, 64% of simple applications, 30% of average applications and 33% of complex applications were determined within 60 days.

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- 3.6 The average number of gross days taken to determine planning applications decreased slightly in October to the lowest number of days since January 2021 (193 average days). The median number of processing days however increased slightly from 112 days in September to 127 days in October. This remains higher than other Growth Area and Metro Councils which had median timeframe of 109 and 80 processing days respectively.
- 3.7 The tables representing this data have been adjusted to accurately represent timeframes and other reporting frameworks available to Council and are set out below:

	Nov-21
Permit Applications	67
Decisions Issued	78
Applications Closed	7



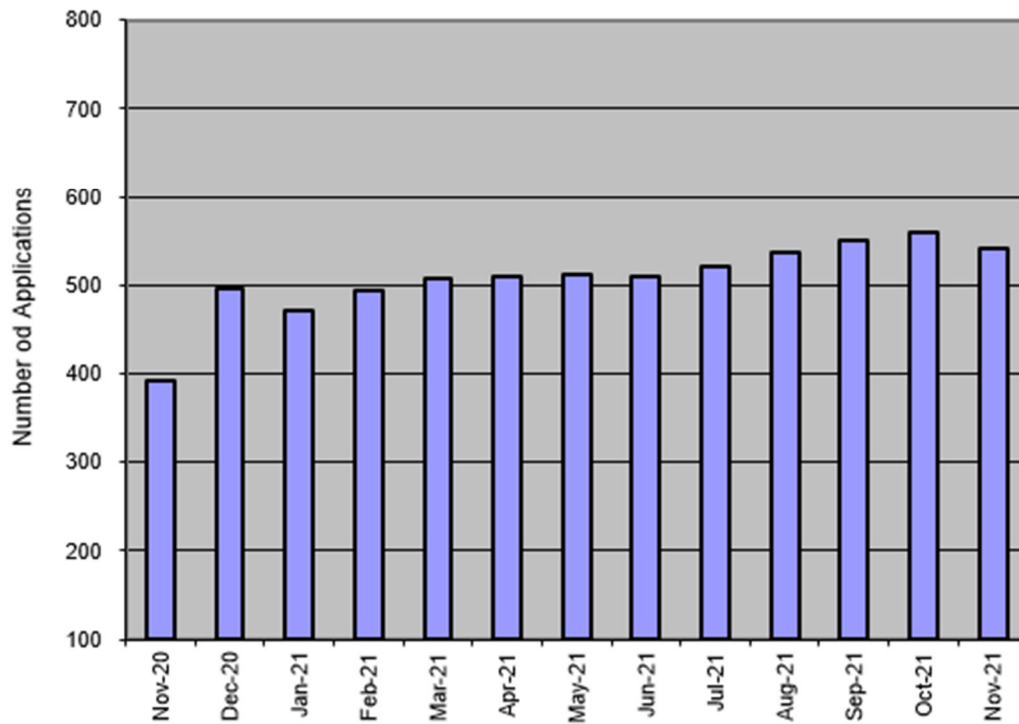
\*Decisions Issued include: Permits, Vicsmart Permits, Permits From NoD, VCAT Permits (including Section 72 Amendments) and Refusals.

\*Applications Closed Includes: Prohibited, No Permit Required, Withdrawn, Cancelled, Lapsed and Failure to Determine (Including S72).

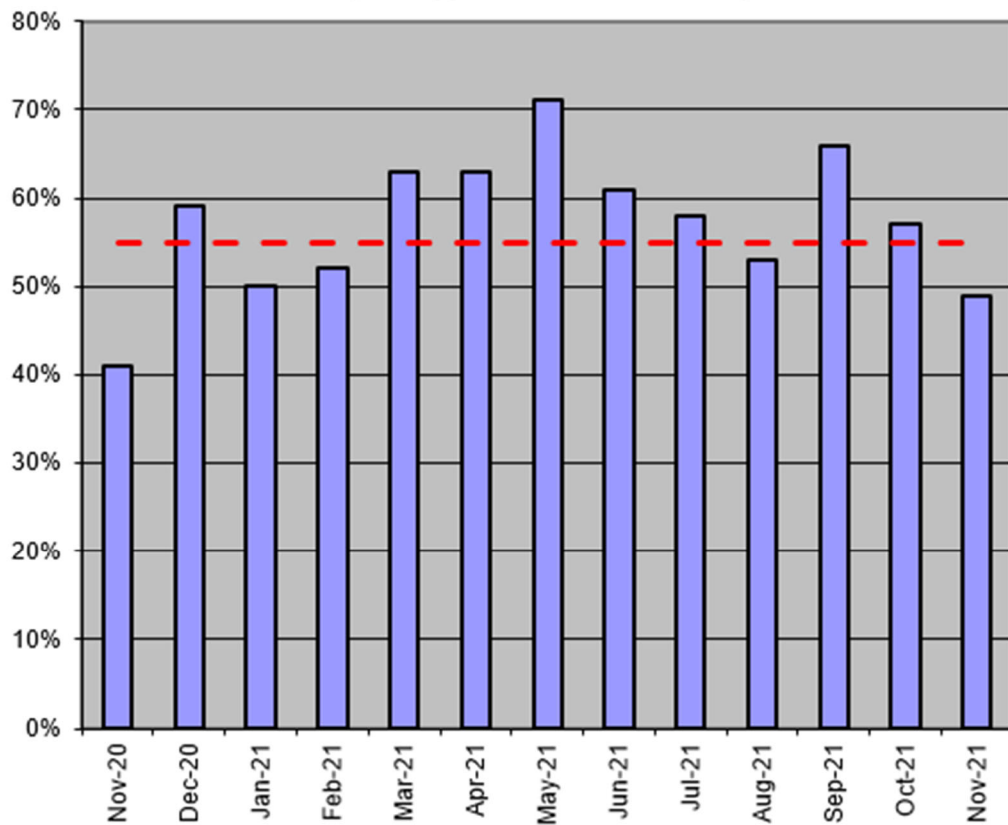
\*Notices of Decision are not included in the above graph.

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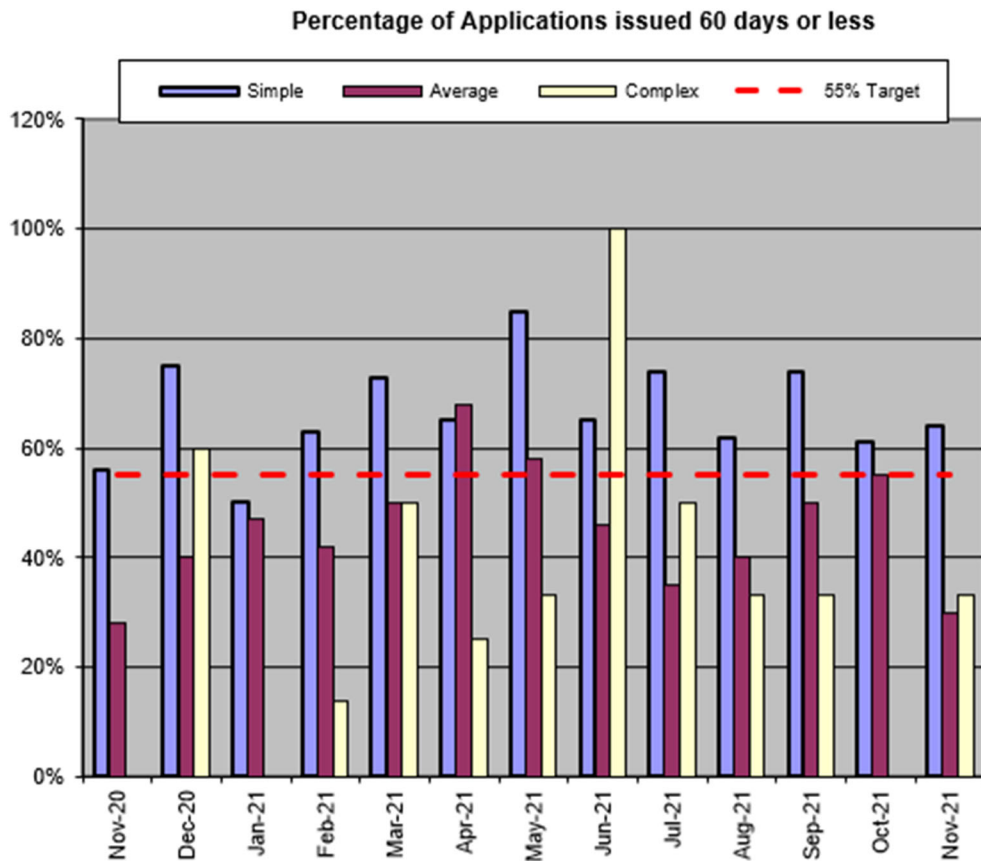
Applications Currently Under Assessment



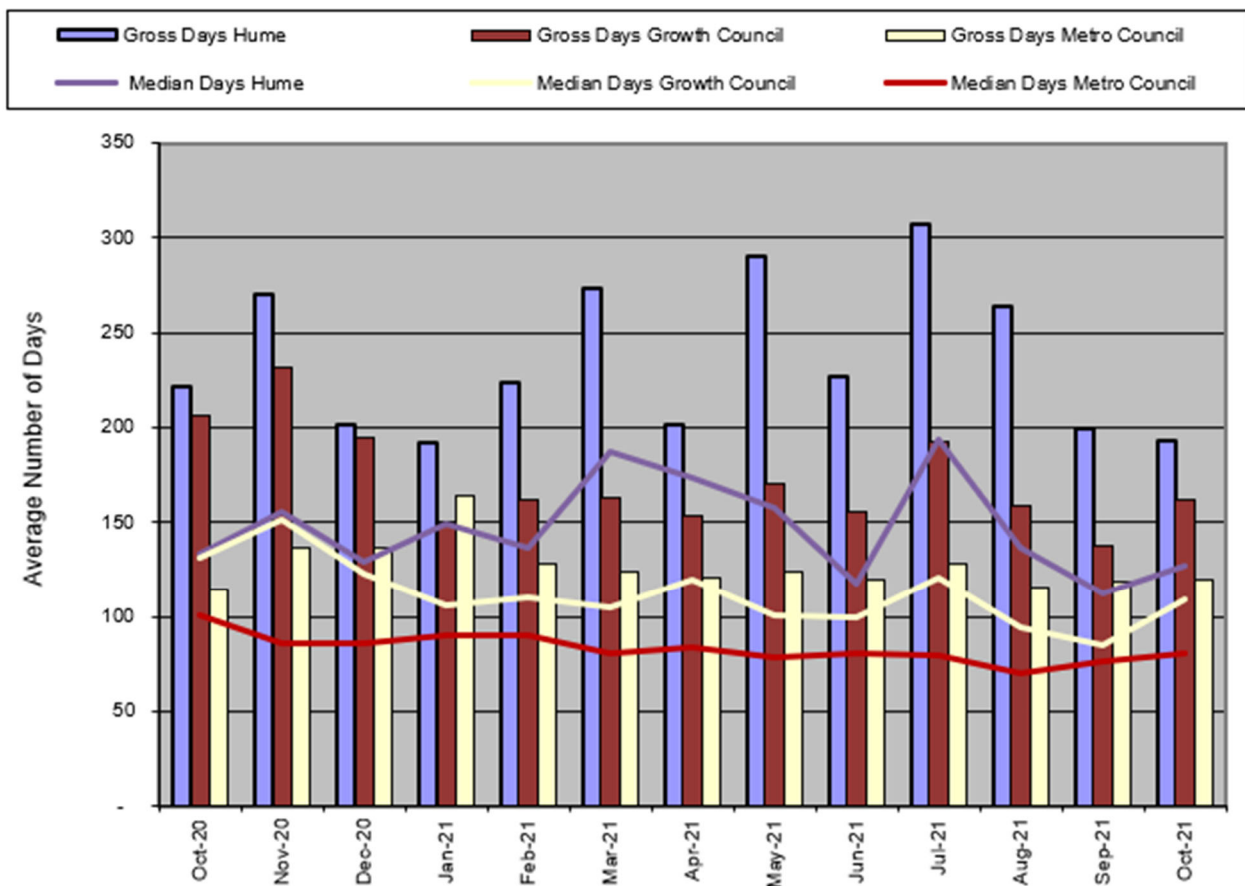
Percentage of Applications decided 60 days or less



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Gross and Median Days to Decide Planning Applications





REPORT NO: SU616 (cont.)

**4. VCAT APPEALS:**

- 4.1 This report includes all VCAT decisions received during November 2021. It also includes the current month prior to the Council meeting to give Council a more up to date report on VCAT decisions.

**Initiating orders**

- 4.2 An initiating order was received in relation to the proposal for the use and development of a market and plant nursery, the reduction in car parking, the removal of native vegetation, and signage at 230 Oaklands Road, Oaklands Junction. This appeal was lodged by an objector to the application and seeks a review of Council's decision to issue a Notice of Decision to Grant a Planning Permit. A hearing date has been set for mid next year.

**Tribunal Decisions**

*725 Sunbury Road, Sunbury*

- 4.3 In the matter of the appeal for 725 Sunbury Road, Sunbury, the Tribunal varied the decision of Council by amending a condition of the planning permit (the permit allowed a residential subdivision and access to a Category 1 Road). The condition in question was added to the permit at the request of Transport for Victoria in order to require the construction of a roundabout on Sunbury Road and Francis Boulevard by the permit applicant. The condition also required the permit applicant to enter into an agreement which obligated them to construct a deceleration lane in the future when the roundabout was upgraded to a signalised intersection by Transport for Victoria as part of the duplication of Sunbury Road.
- 4.4 Whilst the applicant agreed that they should construct the roundabout to service the future traffic volumes which would be generated by their subdivision proposal, they argued that they should not be obligated to provide a deceleration lane for a future signalised intersection which they are not obligated to construct under the Sunbury South Precinct Structure Plan and Sunbury South and Lancefield Road Infrastructure Contributions Plan. The permit applicant argued that Transport for Victoria should provide the deceleration lane upgrade as part of the overall roadworks to be completed as part of the Sunbury Road duplication when this is undertaken in the future.
- 4.5 The Tribunal however was not satisfied that the long term level of traffic generated by the subdivision could be accommodated by the roundabout alone, and therefore took the view that the permit applicant should bear some responsibility toward the future intersection upgrade works. The Member took the view that the condition in question should remain on the permit, however they were agreeable to amending the wording to better clarify the obligations of the permit holder to contribute to the intersection upgrade. Consequently, the need to enter into an agreement with Transport for Victoria was removed and the permit condition was varied to require a monetary contribution so as Major Roads Projects Victoria could undertake the upgrade works as part of the Sunbury Road duplication project in the future.

*10-16 Global Drive, Westmeadows*

- 4.6 In the matter of the appeal for 10-16 Global Drive, Westmeadows the hearing was vacated as a result of all parties reaching agreement and consent orders being lodged with the Tribunal. This matter related to a refusal by Council to issue an amended planning permit which allowed increased car parking areas for a property which provides an airport parking business. The amendment was refused on the basis that the additional hardstand car parking area would result in amenity impacts to neighbouring residential properties and would reduce landscaping and canopy tree cover in the area.

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- 4.7 It was agreed by Council officers and the permit applicant that an alternative arrangement was appropriate whereby some additional car parking could be accommodated on the site subject to an increased setback from the neighbouring residential properties being provided and a detailed landscaping plan being approved (with requirements including the provision of acoustic fencing and additional planting). The Tribunal considered it appropriate to allow these changes to be made and issued an Order directing that an amended planning permit be issued.

*8 Bee Court, Craigieburn*

- 4.8 In the matter of the appeal for 8 Bee Court, Craigieburn, the Tribunal set aside Council's decision to refuse to grant a planning permit for the development of a double storey dwelling in front of an existing dwelling on the land. This application was refused by Council on the basis that the proposal did not meet the car parking requirements of the Hume Planning Scheme, did not meet several objectives and standards of Clause 56 of the Scheme and provided in adequate information in relation to stormwater management under Clause 53.18 of the Scheme.
- 4.9 During the hearing, the permit applicant presented a set of amended plans which addressed many of the issues that underpinned the grounds of refusal including changes to site access, landscaping and open space areas. The Tribunal were satisfied that the updated plans addressed most concerns raised by Council's previous assessment of the proposal and considered that on balance the proposal was acceptable subject to the design changes being made. Consequently, the Member directed that a planning permit be issued for the proposal with extensive conditions setting out the changes to be made to the plans prior to endorsement. In all, 20 changes were required to be made to the proposal before the plans can be endorsed covering matters such as car parking and access arrangements, changes to both internal and external building design, landscaping requirements and stormwater information.
- 4.10 Whilst Council's recommendation was overturned in the Tribunal in this matter, it should be noted that the extensive changes to be made to the design of the development at the direction of the Tribunal Member indicate that Council's previous assessment of the proposal as being inconsistent with the requirements of the Hume Planning Scheme was an appropriate response based on the plans and information originally provided.

*11-17 Ardlie Street, Westmeadows*

- 4.11 In the matter of the appeal for 11-17 Ardlie Street, Westmeadows the Tribunal overturned Council's decision to refuse to grant a planning permit and instead directed that a permit be issued for the use and development of a residential hotel, partial demolition and works to a building in the Heritage Overlay and removal of native vegetation. Council originally refused this proposal on the grounds that the proposal would provide insufficient car parking, insufficient landscaping, an unacceptably dominant built form in the landscape, and would not provide an appropriate response to the heritage context of the site. Additionally, it is noted that over 250 objections (plus a petition with over 650 signatures) were received during the planning application process.
- 4.12 The appeal against Council's decision was heard over 5 days at the Tribunal and included representatives from Council and the applicant as well as several objectors to the application. Expert witnesses were also called by the permit applicant to discuss traffic, heritage, landscape, planning and urban design matters. Following the hearing of the matter, the Tribunal found the proposal to be an 'exemplary response' to the heritage buildings given the zoning and location of the site in an activity centre.
- 4.13 In their reasons for supporting the proposal, the Tribunal indicated that their decision was heavily influenced by the site's Commercial 1 zoning and noted that the building height, size and appearance was a good response to the sensitivity of the site. Whilst the four storey built form would be the largest development in the activity centre to date, this scale is at the lower end of the building height that would be expected in an activity centre.

**REPORT NO: SU616 (cont.)**

The Tribunal noted their expectation that in time there would be similar forms to the south of the nearby creek.

- 4.14 The Tribunal also noted that the adaptive reuse of the heritage building as a café for the hotel was a very good outcome for the site and that the hotel was carefully designed to avoid interrupting views between the Roads Board building and the bridge (subject to a small adjustment whereby the foyer must be pulled back into the hotel building slightly so that this view is maintained). This minor change forms a condition on the permit to be issued.
- 4.15 The Tribunal also noted that whilst the number of on-site car parking spaces was not ideal, it was not unacceptable or a reason to refuse a permit. The landscaping response was also found to be adequate with front landscaping that would suit the heritage setting.
- 4.16 Overall, the Tribunal found that reusing the heritage buildings as a café presents an excellent planning outcome that keeps local heritage alive and has the ability to enhance the community's connection to these buildings. Additionally, the Tribunal noted that the proposal looks to the future of the activity centre. Consequently, it was directed that a permit be issued for the proposal.

**Matters waiting to be heard at VCAT**

- 4.17 The following table lists all current matters awaiting a hearing at The Tribunal:

<b>725 SUNBURY ROAD, SUNBURY</b>	
APPLICATION NO. P22493	Residential subdivision and access to a Road Zone Category 1
APPEAL TYPE	Appeal against a condition of permit
APPEAL LODGED BY	Applicant
HEARING DATE	26 October 2021
STATUS	Updated permit which includes varied condition to be issued
<b>34 SUNSET BLVD, JACANA</b>	
APPLICATION NO. P22502	Development of four double storey dwellings
APPEAL TYPE	Appeal against refusal to grant a permit
APPEAL LODGED BY	Applicant
HEARING DATE	12 April 2021
STATUS	Awaiting outcome of hearing
<b>570 SUNBURY ROAD, BULLA</b>	
APPLICATION NO. P4131	Use and development of the land for Materials Recycling and a Quarry Rehabilitation Landfill
APPEAL TYPE	Appeal against Council's failure to determine the application within the prescribed timeframe
APPEAL LODGED BY	Applicant
HEARING DATE	8-12 November 2021
STATUS	Awaiting outcome of hearing
<b>40 BATEY COURT AND 500 SUNBURY ROAD, BULLA</b>	
APPLICATION NO. P13310 and P15723	Works associated with an existing dam and other associated earthworks to assist in erosion control and filling of land); and

REPORT NO: SU616 (cont.)

	Buildings and works associated with Earthworks (Gully fill and rehabilitation) at an existing landfill
APPEAL TYPE	Appeals against Council's failure to determine several applications within the prescribed timeframe and request to amend the permits under Section 87 and 87A of the Act
APPEAL LODGED BY	Applicant
HEARING DATE	Dates for full hearing to be set
STATUS	To be heard
<b>50 DAWSON STREET, TULLAMARINE</b>	
APPLICATION NO. P22838	Development of three double storey dwellings
APPEAL TYPE	Appeal against refusal to grant a permit
APPEAL LODGED BY	Applicant
HEARING DATE	5 October 2021
STATUS	Awaiting outcome of hearing
<b>500 SUNBURY ROAD, BULLA</b>	
APPLICATION NO. P1488.02	Amendment of permit P1488 to increase the capping contours and height to 184 metres above sea level and amendment of Condition 1 and 4 issued on 20 May 1993
APPEAL TYPE	Appeal against Council's decision to grant an amended permit
APPEAL LODGED BY	Objector
HEARING DATE	6-9 June 2022
STATUS	To be heard
<b>11-17 ARDLIE STREET, WESTMEADOWS</b>	
APPLICATION NO. P22962	Use and development of land for a Residential Hotel with basement level car parking, and partial demolition and works to a building within the Heritage Overlay
APPEAL TYPE	Appeal against refusal to grant a permit
APPEAL LODGED BY	Applicant
HEARING DATE	16-23 November 2021
STATUS	Decision set aside – permit to be issued
<b>28 POWLETT STREET, SUNBURY</b>	
APPLICATION NO. P23322	The development of two double storey dwellings and one single storey dwelling to the rear of the existing dwelling
APPEAL TYPE	Appeal against Council's decision to grant a permit
APPEAL LODGED BY	Objector
HEARING DATE	16 March 2022
STATUS	To be heard
<b>11 PRIORSWOOD WAY, SUNBURY</b>	



**REPORT NO: SU616 (cont.)**

APPLICATION NO. P23382	Buildings and works for the development of three double storey dwellings
APPEAL TYPE	Appeal against Council's decision to grant a permit
APPEAL LODGED BY	Objector
HEARING DATE	19 April 2022
STATUS	To be heard
<b>8 BEE COURT, CRAIGIEBURN</b>	
APPLICATION NO. P23266	The development of a double storey dwelling to the front of an existing dwelling
APPEAL TYPE	Appeal against refusal to grant a permit
APPEAL LODGED BY	Applicant
HEARING DATE	22 November 2021
STATUS	Decision set aside – permit to be issued
<b>10-16 GLOBAL DRIVE, WESTMEADOWS</b>	
APPLICATION NO. P7165.01	The use of the land as an outdoor vehicle store (long term car park)
APPEAL TYPE	Appeal against refusal to grant a permit
APPEAL LODGED BY	Applicant
HEARING DATE	Hearing vacated
STATUS	Amended planning permit to be issued to allow alternative proposal
<b>230 OAKLANDS ROAD, OAKLANDS JUNCTION</b>	
APPLICATION NO. P23168	The use and development of a market and plant nursery, the reduction in car parking, the removal of native vegetation, and signage
APPEAL TYPE	Appeal against Council's decision to grant a permit
APPEAL LODGED BY	Objector
HEARING DATE	18-19 July 2022
STATUS	To be heard

**5. MATTERS DETERMINED UNDER DELEGATION:**

- 5.1 A list of all matters dealt with under delegation between 1 and 30 November 2021 is attached to this report. The list includes details of planning applications that receive five objections or less, applications to amend planning permits or plans, applications to extend planning permits, applications to certify Plans of Subdivision, the issuing of Statements of Compliance under the Subdivision Act and Section 173 Agreements signed under delegation.

REPORT NO: SU616 (cont.)

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# REPORTS – SUSTAINABILITY AND ENVIRONMENT

20 DECEMBER 2021

## ORDINARY COUNCIL (TOWN PLANNING) MEETING

Attachment 1 - Statutory Planning matters dealt with under delegation - November 2021

STATUTORY PLANNING MATTERS DEALT WITH UNDER DELEGATION – NOVEMBER 2021			
APPLICATION NO.	PROPOSAL	ADDRESS	OUTCOME
P18031	DEVELOPMENT OF TWO (2) SINGLE STOREY DWELLINGS TO THE REAR OF THE EXISTING DWELLING	87 SHANKLAND BVD, MEADOW HEIGHTS VIC 3048	EXTENSION TO PLANNING PERMIT EXPIRY DATE GRANTED
P19213	DEVELOPMENT OF ONE DOUBLE STOREY DWELLING AND ONE SINGLE STOREY DWELLING TO THE REAR OF THE EXISTING DWELLING	91 DIANNE AVE, CRAIGIEBURN VIC 3064	EXTENSION TO PLANNING PERMIT EXPIRY DATE GRANTED
P19634	THE DEVELOPMENT OF TWO WAREHOUSES WITH ANCILLARY OFFICES ON THE LAND	8 GRASSLANDS AVE, CRAIGIEBURN VIC 3064	EXTENSION TO PLANNING PERMIT EXPIRY DATE GRANTED
P19634	THE DEVELOPMENT OF TWO WAREHOUSES WITH ANCILLARY OFFICES ON THE LAND	8 GRASSLANDS AVE, CRAIGIEBURN VIC 3064	EXTENSION TO PLANNING PERMIT EXPIRY DATE GRANTED
P20390	DEVELOPMENT AND USE OF A 120 PLACE CHILD CARE CENTRE & REDUCTION IN CAR PARKING REQUIREMENTS	34 ZAKWELL CT, COOLAROO VIC 3048	EXTENSION TO PLANNING PERMIT EXPIRY DATE GRANTED
P21625	BUILDINGS AND WORKS ASSOCIATED WITH THE INSTALMENT OF A MOTORISED ENTRY GATE AND STAR PICKET BOUNDARY FENCE	790 SUNBURY RD, SUNBURY VIC 3429	EXTENSION TO PLANNING PERMIT EXPIRY DATE GRANTED
P22192	2 LOT SUBDIVISION AND VARIATION TO RESTRICTIVE COVENANT	50 CAPTAIN PEARSON DR, MICKLEHAM VIC 3064	EXTENSION TO PLANNING PERMIT EXPIRY DATE GRANTED
P22200	2 LOT SUBDIVISION AND VARIATION TO RESTRICTIVE COVENANT	40 CAPTAIN PEARSON DR, MICKLEHAM VIC 3064	EXTENSION TO PLANNING PERMIT EXPIRY DATE GRANTED
P17195	DEVELOPMENT AND USE OF PREMISES FOR THE PURPOSE OF CHEESE MANUFACTURING FACTORY WITH A CARETAKER'S RESIDENCE, WHOLE SALE AND TAKE AWAY FOOD PREMISES, FOUR WAREHOUSE AND REDUCTION IN THE CAR PARKING REQUIREMENTS	12-14 MAYGAR BVD, BROADMEADOWS VIC 3047	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P18338	BUILDINGS AND WORKS TO ALLOW THE DEVELOPMENT OF FOUR WAREHOUSES WITH A REDUCTION IN THE CAR PARKING REQUIREMENTS	29 BARRY RD, CAMPBELLFIELD VIC 3061	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P18953	USE AND DEVELOPMENT OF WAREHOUSE AND A REDUCTION IN CAR PARKING REQUIREMENTS	1 EXPORT RD, CRAIGIEBURN VIC 3064	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P21443	BUILDINGS AND WORKS ASSOCIATED WITH AN EXTENSION TO THE EXISTING EDUCATION CENTRE (GYM/AUDITORIUM AND OFFICES) WITH ASSOCIATED CAR PARKING	1-23 LILLIPUT ST, BROADMEADOWS VIC 3047	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P21817	DEVELOPMENT OF A CHILDCARE CENTRE	505 MT RIDLEY RD, CRAIGIEBURN VIC 3064	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P22290	DEVELOPMENT OF FOUR DOUBLE STOREY DWELLINGS	52 GORDON ST, TULLAMARINE VIC 3043	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT

# REPORTS – SUSTAINABILITY AND ENVIRONMENT

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P22512	DEVELOPMENT OF THREE DOUBLE STOREY DWELLINGS AND ONE SINGLE STOREY DWELLING	256 MELROSE DR, TULLAMARINE VIC 3043	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P22722	BUILDING AND WORKS FOR THE PURPOSE OF WAREHOUSE/DISTRIBUTION CENTRE AND ANCILLARY OFFICES, REDUCTION IN CAR PARKING PROVISION AND ASSOCIATED SIGNAGE	200 DONNYBROOK RD, MICKLEHAM VIC 3064	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P21635.01	SUBDIVISION OF 45 LOTS AND CONSTRUCTION OF 15 UNIT TOWNHOUSE DEVELOPMENT	40 BRENDAN ROAD, GREENVALE VIC 3056	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P22895	THE DEVELOPMENT OF TWO DWELLINGS ON A LOT	9 CHRISTOPHER CRES, TULLAMARINE VIC 3043	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P19276.02	TWO LOT SUBDIVISION, USE AND DEVELOPMENT (BUILDINGS AND WORKS) FOR SERVICE STATION, CONVENIENCE SHOP, FOOD AND DRINK PREMISES, CONVENIENCE RESTAURANT, MEDICAL CENTRE, 13 TOWNHOUSES, TO DISPLAY ADVERTISING SIGNAGE AND CREATION OF ACCESS TO ROAD ZONE CATEGORY 1	910 MICKLEHAM ROAD, GREENVALE VIC 3056	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P23831	USE AND DEVELOPMENT OF THE LAND FOR TWO CONVENIENCE RESTAURANTS, CAR WASH, SERVICE STATION, MOTOR REPAIRS, SIGNAGE AND WAIVER OF SHOWER CHANGE ROOM REQUIREMENTS	650 HUME HWY, CRAIGIEBURN VIC 3064	AMENDED PLANS ENDORSED UNDER SECONDARY CONSENT
P23507.01	RELOCATION OF EXISTING SIGNAGE IN ACCORDANCE WITH THE ENDORSED PLANS	1099-1169 PASCOE VALE RD, BROADMEADOWS VIC 3047	AMENDED PLANS ISSUED
P15539.02	BUILDINGS AND WORKS ASSOCIATED WITH THE ERECTION AND DISPLAY OF ILLUMINATED ADVERTISING SIGNAGE (PUBLICISING THE SALE OF LAND)	13 BUDBURST DR, SUNBURY VIC 3429	AMENDED PERMIT & PLANS ISSUED
P18085.02	DEVELOPMENT OF A TWO STOREY DWELLING AT THE REAR OF AN EXISTING DWELLING	6 KEMP PL, SUNBURY VIC 3429	AMENDED PERMIT & PLANS ISSUED
P13194.02	AMENDMENT TO P13194 (ISSUED FOR THE USE AND DEVELOPMENT OF A VETERINARY CLINIC AND ASSOCIATED SIGNAGE AND CAR PARKING) TO ALLOW FOR AN EXTENSION TO THE BUILDING AND ONE ADDITIONAL PRACTITIONER	1 BRADFORD AVE, GREENVALE VIC 3059	AMENDED PERMIT & PLANS ISSUED
P22498.01	MULTI LOT STAGED SUBDIVISION, INTERIM ACCESS TO A ROAD IN A ROAD ZONE AND REMOVAL OF VEGETATION	155 VINEYARD RD, SUNBURY VIC 3429	AMENDED PERMIT & PLANS ISSUED
P20621.05	USE OF THE LAND FOR CHILD CARE CENTRE, SERVICE STATION, MEDICAL CENTRE AND SHOPS, ASSOCIATED BUILDINGS AND WORKS, REMOVAL	670 SOMERTON RD, GREENVALE VIC 3059	AMENDED PERMIT & PLANS ISSUED



# REPORTS – SUSTAINABILITY AND ENVIRONMENT

20 DECEMBER 2021

## ORDINARY COUNCIL (TOWN PLANNING) MEETING

Attachment 1 - Statutory Planning matters dealt with under delegation - November 2021

	OF NATIVE VEGETATION, REMOVAL OF EASEMENT E1, ERECT SIGNAGE AND ILLUMINATED BUSINESS IDENTIFICATION SIGNS AND A 3 LOT SUBDIVISION OF THE LAND		
P19863.02	THE DEVELOPMENT OF THE LAND FOR A SUPERMARKET, RETAIL SHOPS, RESIDENTIAL APARTMENTS, OFFICES, MEDICAL CENTRE, GYM, SWIM SCHOOL, PETROL STATION AND A REDUCTION OF CAR AND BICYCLE PARKING PROVISIONS, AND DISPLAY OF A PYLON SIGN	40A DWYER ST, KALKALLO VIC 3064	AMENDED PERMIT & PLANS ISSUED
P22244.01	ERECTION AND DISPLAY OF AN EXTERNALLY ILLUMINATED ADVERTISING SIGNAGE FOR A DOUBLE SIDED MAJOR PROMOTIONAL SIGN	105 VINEYARD RD, SUNBURY VIC 3429	AMENDED PERMIT & PLANS ISSUED
P22678.02	BUILDING AND WORKS AND USE OF THE LAND FOR THE PURPOSE OF A CHILD CARE CENTRE, SHOP, RESTRICTED RECREATION FACILITY (GYMNASIUM) AND DAY SPA AND SUPERMARKET	1550 PASCOE VALE RD, COOLAROO VIC 3048	AMENDED PERMIT & PLANS ISSUED
P21175.01	USE OF THE LAND FOR THE PURPOSE OF MATERIALS RECYCLING FACILITY AND TRANSFER STATION AND DEVELOPMENT OF HARD STAND AREAS	82-88 MAFFRA ST, COOLAROO VIC 3048	AMENDED PERMIT & PLANS ISSUED
P20169.01	USE OF LAND FOR STUDENT ACCOMMODATION (6 PAPWORTH PLACE), EDUCATION FACILITY (8 PAPWORTH PLACE) WITH ASSOCIATED CAR PARKING AT 15 HUDSON CIRCUIT AND ASSOCIATED SIGNAGE	6-8 PAPWORTH PL, MEADOW HEIGHTS VIC 3048	AMENDED PERMIT & PLANS ISSUED
P19444.06	DEVELOPMENT OF THE LAND FOR THE PURPOSE OF RESTRICTED RETAIL, SHOP, OFFICE, CONVENIENCE RESTAURANT AND SERVICE STATION, DEMOLITION OF HERITAGE STRUCTURE, BUILDING AND WORKS, ADVERTISING SIGNAGE, VARIATION TO THE REQUIREMENTS OF CAR PARKING, LOADING AND UNLOADING, BICYCLE FACILITIES, CREATION OF ACCESS TO ROAD ZONE CATEGORY 1 AND SUBDIVISION OF LAND	420-440 CRAIGIEBURN RD, CRAIGIEBURN VIC 3064	AMENDED PERMIT & PLANS ISSUED
P22742	USE AND DEVELOPMENT OF THE LAND AS A MEDICAL CENTRE, REDUCTION IN CARPARKING AND DISPLAY OF SIGNS	224 MICKLEHAM RD, GLADSTONE PARK VIC 3043	PLANNING PERMIT ISSUED FROM NOD
P23503	DEVELOPMENT OF A DOUBLE STOREY DWELLING TO THE REAR OF THE EXISTING DWELLING	8 ELMAR CT, CAMPBELLFIELD VIC 3061	PLANNING PERMIT ISSUED FROM NOD
P23588	THE DEVELOPMENT OF LAND FOR ONE DWELLING TO THE REAR, AND	3 BRADLEY ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED FROM NOD

**REPORTS – SUSTAINABILITY AND ENVIRONMENT****20 DECEMBER 2021****ORDINARY COUNCIL (TOWN PLANNING) MEETING**

Attachment 1 - Statutory Planning matters dealt with under delegation - November 2021

	BUILDINGS AND WORKS TO THE EXISTING DWELLING		
P21153	THE DEVELOPMENT OF SIX TWO STOREY DWELLINGS AND REDUCTION IN A VISITOR CAR PARKING SPACE	13-15 RAWDON ST, BULLA VIC 3428	PLANNING PERMIT ISSUED FROM NOD
P23771	DEVELOPMENT OF FOUR RESIDENTIAL DWELLINGS	7 MARMAL CT, TULLAMARINE VIC 3043	PLANNING PERMIT ISSUED FROM NOD
P23626	THE DEVELOPMENT OF LAND FOR THREE DWELLINGS	2 KINNAIRD ST, JACANA VIC 3047	PLANNING PERMIT ISSUED FROM NOD
P23277	THE DEVELOPMENT OF THREE DOUBLE STOREY DWELLINGS	156 GRAHAM ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED FROM NOD
P23470	DEVELOPMENT OF A DOUBLE STOREY DWELLING TO THE REAR OF THE EXISTING DWELLING	10 TOLSON CT, ROXBURGH PARK VIC 3064	PLANNING PERMIT ISSUED FROM NOD
P23533	USE OF LAND AS A RESTRICTED RECREATION FACILITY (GYM)	1/7-11 LINDON CT, TULLAMARINE VIC 3043	PLANNING PERMIT ISSUED FROM NOD
P24059	3 LOT SUBDIVISION	33 PASCOE ST, WESTMEADOWS VIC 3049	PLANNING PERMIT ISSUED
P23534	CONSTRUCTION OF SEVEN SINGLE-STOREY DWELLINGS AND ELEVEN DOUBLE-STOREY DWELLINGS.	750 ELIZABETH DR, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P23817	THE DEVELOPMENT OF THE LAND FOR SIGNAGE	5 NORTHCORP BVD, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P24052	BUILDINGS AND WORKS ASSOCIATED WITH AN EXISTING DWELLING	85 HOMESTEAD WAY, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P24063	4 LOT SUBDIVISION	23 EYRE ST, WESTMEADOWS VIC 3049	PLANNING PERMIT ISSUED
P24009	3 LOT SUBDIVISION	1 ERNEST ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P24049	DEVELOPMENT OF A DWELLING ON A LOT UNDER 300m2	14 CAROB ST, MICKLEHAM VIC 3064	PLANNING PERMIT ISSUED
P24025	2 LOT SUBDIVISION	23 TERANG ST, DALLAS VIC 3047	PLANNING PERMIT ISSUED
P23982	2 LOT SUBDIVISION	TALOUMBI, 945 MICKLEHAM RD, GREENVALE VIC 3059	PLANNING PERMIT ISSUED
P23912	THE DEVELOPMENT OF A WAREHOUSE WITH ASSOCIATED OFFICES AND CARPARKING	10 TRANSPORT DR, SOMERTON VIC 3062	PLANNING PERMIT ISSUED
P24022	4 LOT SUBDIVISION	281 CAMP RD, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P24044	PROPOSED CONSTRUCTION OF A COLOURBOND SHED	95 SETTLEMENT RD WEST, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P23718	CONSTRUCTION OF TWO DOUBLE STOREY DWELLINGS TO THE REAR OF THE EXISTING DWELLING	15 WALSH ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED

**REPORTS – SUSTAINABILITY AND ENVIRONMENT****20 DECEMBER 2021****ORDINARY COUNCIL (TOWN PLANNING) MEETING**

Attachment 1 - Statutory Planning matters dealt with under delegation - November 2021

P24012	4 LOT SUBDIVISION	142 CUTHBERT ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P24054	BUILDING & WORKS FOR A TAKEAWAY FOOD AND DRINK PREMISES	47 GAP RD, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P24032	3 LOT SUBDIVISION	5 HOMEWOOD CT, MEADOW HEIGHTS VIC 3048	PLANNING PERMIT ISSUED
P23936	2 LOT SUBDIVISION	9 CHRISTOPHER CRES, TULLAMARINE VIC 3043	PLANNING PERMIT ISSUED
P23549	CONSTRUCTION OF AN SHED/GARAGE WITHIN THE LAND SUBJECT TO INUNDATION OVERLAY + SEEKING CONSENT TO BUILD OUTSIDE OF A BUILDING ENVELOPE	2-10 FLEMING CT, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P23993	2 LOT SUBDIVISION	42 EVERGLADE CRES, ROXBURGH PARK VIC 3064	PLANNING PERMIT ISSUED
P23995	DEVELOPMENT OF THREE DOUBLE STOREY DWELLINGS	1/17 GERBERT ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23706	ERECT BUSINESS IDENTIFICATION SIGNAGE	2A GARDEN DR, TULLAMARINE VIC 3043	PLANNING PERMIT ISSUED
P23972	THE REMOVAL OF NATIVE VEGETATION, TO FACILITATE THE CONSTRUCTION OF THE HIGHLANDER BRANCH SEWER	480 MT RIDLEY RD, MICKLEHAM VIC 3064	PLANNING PERMIT ISSUED
P23833	DEVELOPMENT OF ONE DOUBLE STOREY DWELLING TO THE REAR OF EXISTING DWELLING	17 WATTEGLEN ST, CRAIGIEBURN VIC 3064	PLANNING PERMIT ISSUED
P23933	3 LOT SUBDIVISION	1/96 CUTHBERT ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23942	4 LOT SUBDIVISION	92 LAHINCH ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23910	3 LOT SUBDIVISION	10 CONGRAM ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23735	THE DEVELOPMENT OF LAND FOR ONE DWELLING, AND BUILDINGS AND WORKS TO THE EXISTING DWELLING	322 ELIZABETH DR, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P23279	STAGED MULTI-LOT RESIDENTIAL SUBDIVISION	45 GELLIES RD, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P24095	BUILDINGS AND WORKS ASSOCIATED WITH A WAREHOUSE/INDUSTRY	18-20 TRADE PARK DR, TULLAMARINE VIC 3043	PLANNING PERMIT ISSUED
P23664	THE USE AND DEVELOPMENT OF THE LAND FOR A STORE	40 STOCKWELL DR, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P24107	DEVELOPMENT OF A WAREHOUSE (CROSS DOCK DISTRIBUTION FACILITY) WITH ASSOCIATED SIGNAGE	95-135 AMAROO RD, CRAIGIEBURN VIC 3064	PLANNING PERMIT ISSUED

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P23916	THREE (3) LOT SUBDIVISION, AND CREATION OF RESERVES AND EASEMENTS	120 NORTHCORP BVD, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23891	DEVELOPMENT OF A WAREHOUSE WITH ASSOCIATED ANCILLARY OFFICE AND REDUCTION IN CAR PARKING REQUIREMENTS	69 TITAN DR, MICKLEHAM VIC 3064	PLANNING PERMIT ISSUED
P23745	TO USE THE LAND AS A FACTORY AND BUILDINGS AND WORKS ASSOCIATED WITH THE FACTORY	24 EXPORT RD, CRAIGIEBURN VIC 3064	PLANNING PERMIT ISSUED
P23781	DEVELOPMENT OF A DWELLING ON A LOT OF LESS THAN 300 SQUARE METRES	4A BITTERN ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23859	BUILDING AND WORKS FOR WAREHOUSE AND ANCILLARY OFFICE AND DEMOLITION OF EXISTING OFFICE AND CAR PARKING AREA	7-11 SOMERTON PARK DR, CAMPBELLFIELD VIC 3061	PLANNING PERMIT ISSUED
P23705	CONSTRUCTION OF A DWELLING TO THE REAR OF AN EXISTING DWELLING	8 ELDORADO CRES, MEADOW HEIGHTS VIC 3048	PLANNING PERMIT ISSUED
P23612	THE DEVELOPMENT OF LAND FOR TWO DWELLINGS	5 MOLLAND CT, CRAIGIEBURN VIC 3064	PLANNING PERMIT ISSUED
P23805	DEVELOPMENT OF TWO DWELLINGS	36 BROSSARD RD, MICKLEHAM VIC 3064	PLANNING PERMIT ISSUED
P23628	THE DEVELOPMENT OF THREE DWELLINGS	1 WAVERLEY CT, CRAIGIEBURN VIC 3064	PLANNING PERMIT ISSUED
P23821	DEVELOPMENT OF THREE DOUBLE STOREY DWELLINGS	37 KITCHENER ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23789	TWO LOT SUBDIVISION	165 BROOKVILLE DR, CRAIGIEBURN VIC 3064	PLANNING PERMIT ISSUED
P23774	BUILDINGS AND WORKS, CAR PARK REDUCTION AND ADDITIONAL ADVERTISING SIGNAGE TO EXISTING MOTOR VEHICLE SALES AND SERVICE CENTRE	2074-2080 SYDNEY RD, CAMPBELLFIELD VIC 3061	PLANNING PERMIT ISSUED
P23695	THE DEVELOPMENT OF THREE DOUBLE STOREY DWELLINGS	28 PYALONG CRES, DALLAS VIC 3047	PLANNING PERMIT ISSUED
P23414	DEVELOPMENT OF TWO SINGLE STOREY DWELLINGS	55 GIBSON ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23151	CONSTRUCTION OF TWO DOUBLE STOREY DWELLING AT THE REAR OF AN EXISTING DWELLING	161 CUTHBERT ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P23610	3 LOT SUBDIVISION	670 SUNBURY RD, BULLA VIC 3428	PLANNING PERMIT ISSUED
P23594	USE AND DEVELOPMENT OF AN INTEGRATED WASTE TRANSFER STATION AND MATERIAL RECYCLING FACILITY AND REDUCTION IN CAR PARKING	94 MAFFRA ST, COOLAROO VIC 3048	PLANNING PERMIT ISSUED



P21533	USE AND DEVELOPMENT OF THE LAND FOR A MEDICAL CENTRE WITH A REDUCTION IN THE CAR PARKING REQUIREMENTS	92 HOTHLYN DR, CRAIGIEBURN VIC 3064	PLANNING APPLICATION REFUSED
P21738	8 LOT SUBDIVISION	34-44A FREIGHT DR, SOMERTON VIC 3062	PLANNING APPLICATION REFUSED
P18356.01	ERECTION AND DISPLAY OF BUSINESS IDENTIFICATION SIGNAGE	42-48 COLERAINE ST, BROADMEADOWS VIC 3047	PLANNING APPLICATION REFUSED
P20984	USE OF THE LAND FOR STONE EXTRACTION	40 BATEY CT, BULLA VIC 3428	PLANNING APPLICATION REFUSED

VICSMART APPLICATIONS DEALT WITH UNDER DELEGATION			
APPLICATION NO.	PROPOSAL	ADDRESS	OUTCOME
P24123	2 LOT SUBDIVISION	22 GIBBONS ST, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P24115	2 LOT SUBDIVISION	26 LYNDHURST RD, GLADSTONE PARK VIC 3043	PLANNING PERMIT ISSUED
P24013	CONSTRUCTION OF AN OUTBUILDING (CAR PORT)	85 HOMESTEAD WAY, SUNBURY VIC 3429	PLANNING PERMIT ISSUED
P24100	2 LOT SUBDIVISION	17 HOLBERRY ST, BROADMEADOWS VIC 3047	PLANNING PERMIT ISSUED
P24109	BUILDINGS AND WORKS TO ALLOW FOR THE CONSTRUCTION OF A MEZZANINE	8/81 COOPER ST, CAMPBELLFIELD VIC 3061	PLANNING PERMIT ISSUED

MATTERS DEALT WITH UNDER DELEGATION WITH OBJECTIONS			
APPLICATION NO.	PROPOSAL	ADDRESS	OUTCOME
P23736	DEVELOPMENT OF TWO DOUBLE STOREY DWELLINGS TO THE REAR OF THE EXISTING DWELLING	170 WIDFORD ST, BROADMEADOWS VIC 3047	NOTICE OF DECISION TO GRANT A PLANNING PERMIT ISSUED
P24048	THE DEVELOPMENT OF LAND FOR ALTERATIONS AND ADDITIONS TO THE EXISTING DWELLING ON A LOT AFFECTED BY THE MELBOURNE AIRPORT ENVIRONS OVERLAY	1395 SOMERTON RD, BULLA VIC 3428	NOTICE OF DECISION TO GRANT A PLANNING PERMIT ISSUED

SUBDIVISION APPLICATIONS DEALT WITH UNDER DELEGATION			
APPLICATION NO.	PROPOSAL	ADDRESS	OUTCOME
S009421	2 LOT SUBDIVISION	8 PENRYN PLACE CRAIGIEBURN VIC 3064	PLAN CERTIFIED
S009596	3 LOT SUBDIVISIONS	289 CAMP ROAD BROADMEADOWS VIC 3047	PLAN CERTIFIED
S009269	22 LOT SUBDIVISION - SHERWOOD ESTATE - STAGE 1	250 RACECOURSE ROAD, SUNBURY VIC 3429	PLAN RE-CERTIFIED
S009495	47 LOT SUBDIVISION - MAPLESTONE ESTATE - STAGE 3	605 SUNBURY ROAD, SUNBURY VIC 3429	PLAN CERTIFIED

**REPORTS – SUSTAINABILITY AND ENVIRONMENT****20 DECEMBER 2021****ORDINARY COUNCIL (TOWN PLANNING) MEETING**Attachment 1 - Statutory Planning matters dealt with under delegation - November 2021

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S009650	2 LOT SUBDIVISION	47 BURNLEIGH DRIVE GLADSTONE PARK VIC 3043	PLAN CERTIFIED WITH STATEMENT OF COMPLIANCE
S009351	4 LOT SUBDIVISIONS	33 NEPEAN STREET BROADMEADOWS VIC 3047	STATEMENT OF STATEMENT OF COMPLIANCE ISSUED
S009564	2 LOT SUBDIVISION	5 PECOS PLACE ROXBURGH PARK VIC 3064	PLAN CERTIFIED
S009527	2 LOT SUBDIVISION - ROSENTHAL ESTATE	41 MITCHELLS LANE, SUNBURY VIC 3429	PLAN CERTIFIED
S009527	2 LOT SUBDIVISION - ROSENTHAL ESTATE	41 MITCHELLS LANE, SUNBURY VIC 3429	STATEMENT OF COMPLIANCE ISSUED
S009529	6 LOT SUBDIVISION	32 SHADFORTH STREET WESTMEADOWS VIC 3049	STATEMENT OF COMPLIANCE ISSUED
S009064	5 LOT SUBDIVISION	14A MCEWEN DRIVE SUNBURY VIC 3429	PLAN CERTIFIED WITH STATEMENT OF COMPLIANCE
S008675	25 LOT SUBDIVISION - TRIJENA ESTATE - STAGE 10	555Q DONNYBROOK ROAD, MICKLEHAM VIC 3064	PLAN RE-CERTIFIED
S009189	41 LOT SUBDIVISION - REDSTONE ESTATE - STAGE 4	675 SUNBURY ROAD, SUNBURY VIC 3429	STATEMENT OF COMPLIANCE ISSUED
S009346	2 LOT SUBDIVISION	60 CLARKE DRIVE GLADSTONE PARK VIC 3043	PLAN CERTIFIED
S009652	2 LOT SUBDIVISION	17 BURNLEIGH DRIVE GLADSTONE PARK VIC 3043	PLAN CERTIFIED
S009099	2 LOT SUBDIVISION	17 FRASERBURGH CRESCENT GREENVALE VIC 3059	PLAN RE-CERTIFIED WITH STATEMENT OF COMPLIANCE
S009282	27 LOT SUBDIVISION - HIGHLANDS ESTATE - STAGE 352	200 OLIVERS ROAD, MICKLEHAM VIC 3064	PLAN RE-CERTIFIED
S009169	52 LOT SUBDIVISION - TRUE NORTH ESTATE - STAGE 20	1170E MICKLEHAM ROAD, GREENVALE VIC 3059	STATEMENT OF COMPLIANCE ISSUED
S008409	2 LOT SUBDIVISION	23 PYALONG CRESCENT, DALLAS VIC 3047	STATEMENT OF COMPLIANCE ISSUED
S009571	2 LOT SUBDIVISION	19 BURKE ROAD SUNBURY VIC 3429	PLAN CERTIFIED WITH STATEMENT OF COMPLIANCE
S009282	27 LOT SUBDIVISION - HIGHLANDS ESTATE - STAGE 352	200 OLIVERS ROAD, MICKLEHAM VIC 3064	STATEMENT OF COMPLIANCE ISSUED
S009439	35 LOT SUBDIVISION - HIGHLANDS ESTATE - STAGE 258	120H VULCAN DRIVE, CRAIGIEBURN VIC 3064	PLAN RE-CERTIFIED
S009346	2 LOT SUBDIVISION	60 CLARKE DRIVE GLADSTONE PARK VIC 3043	STATEMENT OF COMPLIANCE ISSUED
S009221	2 LOT SUBDIVISION	29 ELDORADO CRESCENT MEADOW HEIGHTS VIC 3048	PLAN CERTIFIED WITH STATEMENT OF COMPLIANCE
S009475	BOUNDARY REALIGNMENT	670 SOMERTON ROAD, GREENVALE VIC 3059	PLAN CERTIFIED

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S009582	8 LOT SUBDIVISION	35 SPAVIN DRIVE, SUNBURY VIC 3429	PLAN CERTIFIED
S009506	2 LOT SUBDIVISION	2 ALICE AVENUE, MICKLEHAM VIC 3064	STATEMENT OF COMPLIANCE ISSUED
S009603	PLAN OF SUBDIVISION - CLOVERTON ESTATE DP3D	1440Z HUME FREEWAY, KALKALLO VIC 3064	PLAN CERTIFIED
S009451	79 LOT SUBDIVISION - MERRIFIELD ESTATE - STAGE 42	450M-500 DONNYBROOK ROAD, MICKLEHAM VIC 3064	PLAN CERTIFIED
S009409	1 LOT SUBDIVISION - BOTANICAL ESTATE - STAGE 12A	1960 MICKLEHAM ROAD, MICKLEHAM VIC 3064	PLAN CERTIFIED
S008135	SECTION 35 PLAN OF SUBDIVISION	715 SUMMERHILL ROAD, CRAIGIEBURN VIC 3064	PLAN RE-CERTIFIED
S009549	2 LOT SUBDIVISION	77 YELLOWBOX DRIVE CRAIGIEBURN VIC 3064	PLAN CERTIFIED WITH STATEMENT OF COMPLIANCE
S008904	9 LOT SUBDIVISION	6 LARA WAY CAMPBELLFIELD VIC 3061	STATEMENT OF COMPLIANCE ISSUED
S009327	2 LOT SUBDIVISION	105 HARKER STREET SUNBURY VIC 3429	PLAN CERTIFIED
S008136	SECTION 35 PLAN OF SUBDIVISION	650 SUMMERHILL ROAD, CRAIGIEBURN VIC 3064	PLAN RE-CERTIFIED
S009663	2 LOT SUBDIVISION	24 MELVA AVENUE SUNBURY VIC 3429	PLAN CERTIFIED WITH STATEMENT OF COMPLIANCE
S008137	SECTION 35 PLAN OF SUBDIVISION	650 SUMMERHILL ROAD, CRAIGIEBURN VIC 3064	PLAN RE-CERTIFIED
S009407	37 LOT SUBDIVISION - KINGSFIELD ESTATE - STAGE 8	170 LANCEFIELD ROAD, SUNBURY VIC 3429	PLAN CERTIFIED
S009194	21 LOT SUBDIVISION	160 RIDDELL ROAD, SUNBURY VIC 3429	PLAN RE-CERTIFIED WITH STATEMENT OF COMPLIANCE
S008675	25 LOT SUBDIVISION - TRIJENA ESTATE - STAGE 10	555Q DONNYBROOK ROAD, MICKLEHAM VIC 3064	STATEMENT OF COMPLIANCE ISSUED

**SECTION 173 AGREEMENTS SIGNED UNDER DELEGATION**

APPLICATION NO.	PROPOSAL	ADDRESS	OUTCOME
P23569	2 LOT SUBDIVISION	15 GALLOWAY COURT, GREENVALE VIC 3059	SECTION 173 AGREEMENT SIGNED

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REPORT NO:	GE591
REPORT TITLE:	Proposed New Lease to Distinctive Options at (part) 36-42 Macedon Street, Sunbury
SOURCE:	Fadi Srour, Chief Financial Officer
DIVISION:	Corporate Services
FILE NO:	HCC12/494
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENT:	1. <i>Lease Area</i>

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## 1. SUMMARY OF REPORT:

This report seeks Council's authority to enter into a new Lease Agreement (**New Lease**) with Distinctive Options to allow for an extension to their lease area (**Additional Area**) at part 36-42 Macedon Street, Sunbury (**Subject Site**) (shown in Attachment 1) and to surrender the current Lease Agreement dated 14 October 2019 (**Lease**).

## 2. RECOMMENDATION:

That Council:

- 2.1 Authorises the Chief Executive Officer, or an approved delegate, to sign the Deed of Surrender of Lease which will terminate Distinctive Options current Lease Agreement dated 14 October 2019 (**Lease**).
- 2.2 Authorises the Chief Executive Officer, or an approved delegate, to sign the New Lease for Distinctive Options which will approve the continued occupation of their existing lease area and the additional lease area at the Subject Site.
- 2.3 Notes that the Key Terms of the New Lease as set out below:
  - 2.3.1 The term of the New Lease is 5 years with two (2) further options of two (2) years each.
  - 2.3.2 A gross rental fee of \$160,000 per annum plus GST with compounding 3% annual increases.
  - 2.3.3 Outgoings are included in the rental fee.
  - 2.3.4 New Lease Area as shown in Attachment 1.
- 2.4 Authorises the Chief Executive Officer, or an approved delegate, to sign any other documents required to be signed in connection with the New Lease and Lease.

## 3. LEGISLATIVE POWERS:

*Local Government Act 2020*

Section 115 – Lease of Land

## 4. FINANCIAL IMPLICATIONS:

- 4.1 Council's Valuer has undertaken a valuation of the New Lease Area and determined the current market value as being \$146,320 which is also in accordance with Council's Lease and Licence Policy.
- 4.2 The total outgoings are estimated to be approximately \$14,000 per annum and therefore a gross rental of \$160,000 plus GST per annum has been agreed.

**REPORT NO: GE591 (cont.)**

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

Environmental Sustainability has been considered and the recommendations of this report give no rise to any matters.

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

Climate Change Adaption has been considered and the recommendations of this report give no rise to any matters.

**7. CHARTER OF HUMAN RIGHTS APPLICATION:**

The Charter of Human Rights and Responsibility has been considered and the recommendations of this report give no rise to any matters.

**8. COMMUNITY CONSULTATION:**

8.1 Pursuant to section 115 of the *Local Government Act 2020 (the Act)*, Council will undertake the required community engagement process in accordance with Council's Community Engagement Policy.

8.2 Pursuant to section 115 of the Act, Council is required to complete the community engagement process, Council must include any proposal to lease land in a financial year in the budget, where the lease is:

(a) For one year or more and –

(i) the rent for any period of the lease is \$100,000 or more a year; or

(ii) the current market rental value of the land is \$100,000 or more a year; or

(b) for 10 years or more.

8.3 As the Subject Site currently generates rental fees under various leases and is already recorded in the budget 2021/22 the statutory requirements do not apply and therefore Council is not required to complete the community engagement process.

**9. DISCUSSION:**

**Background**

9.1 Distinctive Options are a not-for profit disability service established in Sunbury in 1985 who provide support, education, employment training and employment support for people with a disability.

9.2 Distinctive Options have been a tenant at the Subject Site since 26 April 2012.

9.3 Distinctive Options Lease of the Subject Site commenced on 26 November 2018 with a term of 5 years and two further options of two years each. The Lease was due to expire 25 November 2023.

9.4 Distinctive Options wrote to Council on 16 January 2020 expressing an interest in expanding their lease area to enable them to accommodate their increasing demand for programs and associated service delivery requirements to the Hume community.

9.5 Port Phillip and Westernport CMA, a current tenant at the Subject Site, wrote to Council on 29 July 2021 advising they do not intend to renew their lease which is due to expire on 25 December 2021.

9.6 Greater Western Water, a current tenant who occupied 40 Macedon Street Sunbury (former Council Customer Service area) which forms part of the Subject Site, also wrote to Council on 8 October 2021 advising they no longer require 40 Macedon Street Sunbury and intend to terminate their Licence Agreement effective 6 November 2021.

9.7 Council's Property and Leasing department approached Distinctive Options to see if they had any interest in taking up the available vacant spaces at the Subject Site. Distinctive Options indicated their interest and were keen to secure the additional space.

**REPORT NO: GE591 (cont.)**

9.8 In addition to Distinctive Options New Lease, the Subject Site will continue to accommodate Council's Community Support Services team and the following tenants:

- (a) Greater Western Water
- (b) VicRoads
- (c) Citizen Advocacy Sunbury & District Incorporated
- (d) Sunspec Support Group for Families/Carers of People with Disabilities Incorporated

9.9 The New Lease will accommodate Distinctive Options growing operational needs and will amalgamate their existing lease area with the additional lease area into one New Lease which will secure their long-term tenancy.

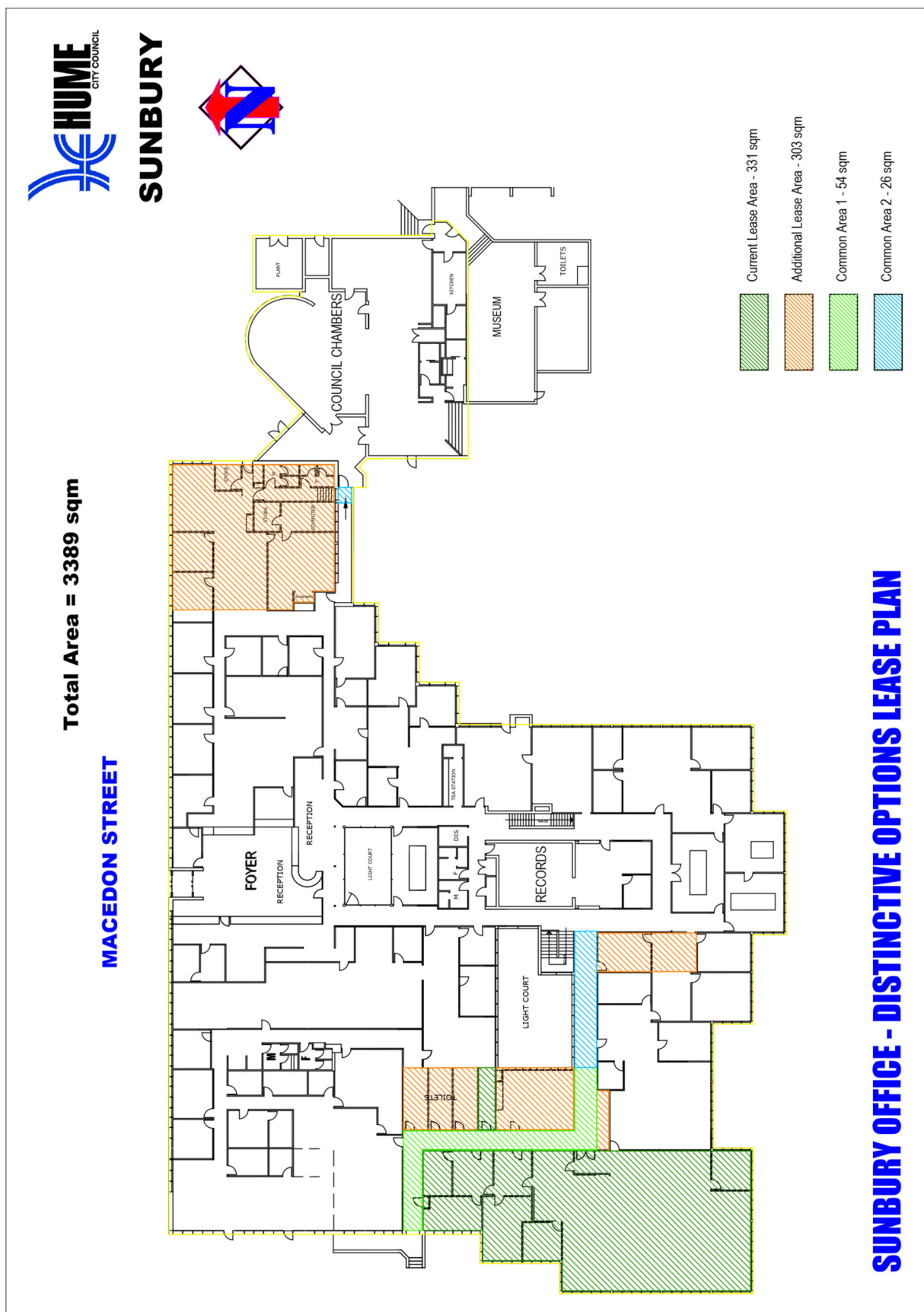
**10. CONCLUSION:**

By entering into a New Lease with Distinctive Options, Council will continue to receive rental income along with Distinctive Options being able to expand their current disability support services and programs and continue to provide the Hume community with their valuable services.

REPORT NO: GE591 (cont.)

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REPORT NO:	GE592
REPORT TITLE:	Proposed New Community Joint Use Agreement - Minister for Education - Hume City Council - Craigieburn Primary School
SOURCE:	Fadi Srour, Chief Financial Officer
DIVISION:	Corporate Services
FILE NO:	HCC12/837
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS:	1. <i>Facility Plan</i> 2. <i>Plan of Subdivision</i>

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**1. SUMMARY OF REPORT:**

This report seeks Council's authority to enter into a New Community Joint Use Agreement (**New JUA**) with the Minister for Education (**Minister**) and Craigieburn Primary School (**School**) to allow for the shared use of land parcels under the ownership of Council and the Minister.

The shared land parcels are identified as the Car Park and the Oval adjoining the School on Grand Boulevard Craigieburn (the **Facility**).

**2. RECOMMENDATION:**

That Council:

- 2.1 Undertake the community engagement process in accordance with Council's Community Engagement Policy 2021 informing the community of the New Community Joint Use Agreement (New JUA) with the Minister for Education and Craigieburn Primary School (School).
- 2.2 Authorises the Chief Executive Officer, or an approved delegate, to sign the New JUA which will formalise the shared use of the land identified as the Oval and the Car Park (the Facility) adjoining the school.
- 2.3 Notes that the Key Terms of the New JUA as set out below:
  - 2.3.1 The Commencement Date is 1 January 2021.
  - 2.3.2 The initial term is 30 years with one (1) further term of 20 years.
  - 2.3.3 The 'Licence Fee' payable by both Council and the School under the New JUA is \$1 p.a. (only being payable if demanded).
  - 2.3.4 The parties have agreed to include a 'Maintenance Contribution' payable by the School to Council in respect of the costs incurred under clause 46.1 of the New JUA.
  - 2.3.5 The Maintenance Contribution commences at \$9,000 (excluding GST) per annum, being \$5,000 (excluding GST) for the Oval and \$4,000 (excluding GST) for the Car Park.
  - 2.3.6 The Maintenance Contribution will be increased by 2% on each anniversary of the Commencement Date throughout the term and further term.
- 2.4 Authorises the Chief Executive Officer, or an approved delegate, to sign any other documents required to be signed in connection with the New JUA.

**REPORT NO: GE592 (cont.)**

**3. LEGISLATIVE POWERS:**

*Local Government Act 2020*

Section 115 – Lease of Land

Section 116 – Transfer, exchange or lease of land without consideration

Section 114 (4) – Undertake community engagement process in accordance with Council's Community Engagement Policy (POL/289)

**4. FINANCIAL IMPLICATIONS:**

4.1 Historically, Council has been undertaking all maintenance in this precinct without receiving any contribution from the School.

4.2 The maintenance contribution of \$9,000 per annum is unbudgeted and help will subsidise Council's ongoing expenses relating to the site.

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

Environmental Sustainability has been considered and the recommendations of this report give no rise to any matters.

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

Climate Change Adaption has been considered and the recommendations of this report give no rise to any matters.

**7. CHARTER OF HUMAN RIGHTS APPLICATION:**

The Charter of Human Rights and Responsibility has been considered and the recommendations of this report give no rise to any matters.

**8. COMMUNITY CONSULTATION:**

8.1 Pursuant to section 115 of the *Local Government Act 2020 (the Act)*, Council will undertake the required community engagement process in accordance with Council's Community Engagement Policy.

8.2 Pursuant to section 115 of the Act, Council is required to complete the community engagement process, Council must include any proposal to lease land in a financial year in the budget, where the lease is:

(a) For one year or more and –

(i) the rent for any period of the lease is \$100,000 or more a year; or

(ii) the current market rental value of the land is \$100,000 or more a year; or

(b) for 10 years or more

8.3 As the proposed New JUA is deemed to be a Licence not a Lease, it does not specifically trigger the requirements set out in section 115 of the Act.

8.4 Given the significant length of term and the Licence not being recorded in the 2021/22 budget it is appropriate to undertake the community engagement process to inform the community of the New JUA.

8.5 Council will inform the community via Council's [participate.hume.vic.gov.au](https://participate.hume.vic.gov.au) website for a period of 28 days of its intention to enter the New JUA with the Minister and the School.

**9. DISCUSSION:**

**Background**

9.1 The land parcels which make up the Facility have very irregular property boundaries, with no clear delineation between the intended use of the land. A plan showing the current land ownership is shown in Attachment 1.



**REPORT NO: GE592 (cont.)**

- 9.2 This area was originally developed by Delfin, the subdivision plan creating the current property boundaries, being PS514530E, was registered in 2004. A copy of the plan of subdivision is shown in Attachment 2.
- 9.3 Delfin originally intended that all relevant parties would enter a shared use agreement when the Craigieburn Primary School, the Malcolm Creek Early Learning Centre and the Council open spaces were planned and constructed in this location.
- 9.4 Over time changes were made, and the parties that were to occupy the facilities (Kangan Tafe was also previously a party to the shared use arrangement) was varied. Kangan Tafe is no longer included in this proposal.
- 9.5 This joint use project has a long history and Council representatives have been meeting with representatives from the Department of Education, Victorian School Building Authority and the School Council to work through the proposed items for inclusion in the New JUA.
- 9.6 Negotiations have stopped and started over time and more recently a final version of the proposed New JUA has been agreed and finalised between the relevant parties.
- 9.7 The School Council and Council now wish to enter into an agreement for the ongoing management and sharing of the Facility, the overview is set out below:
  - 9.7.1 The Community Partner is a local government authority (Council).
  - 9.7.2 The Department Land is owned or managed by the Minister.
  - 9.7.3 The Community Partner Land is owned by Council and is adjacent to the Department Land.
  - 9.7.4 The Oval and Car Park land, together called the Facility, being completed around 2003, is located partly at the school (on the Department Land), and partly on the Council Land.
- 9.8 The School Council and the Minister agree to grant a licence over its land hatched green shown in Attachment 1 in the form of a New JUA to Council to use the Department Land within the Facility in accordance with the terms and conditions of the New JUA.
- 9.9 Council agrees to grant a licence over its land hatched pink in Attachment 1 in the form of a New JUA to the School Council and the Minister to use the Council Land within the Facility in accordance with the terms and conditions of the New JUA.
- 9.10 The New JUA will formalise the use of the Facility and Council will receive valuable contributions towards its existing maintenance costs.

**10. CONCLUSION:**

By entering into a New JUA with the Minister and the School, the current use of the Car Park and Oval areas will be formalised, and Council will receive valuable contributions towards its existing maintenance costs. In addition, the New JUA will benefit both Hume and the School community to provide accessible and a well-maintained Facility.

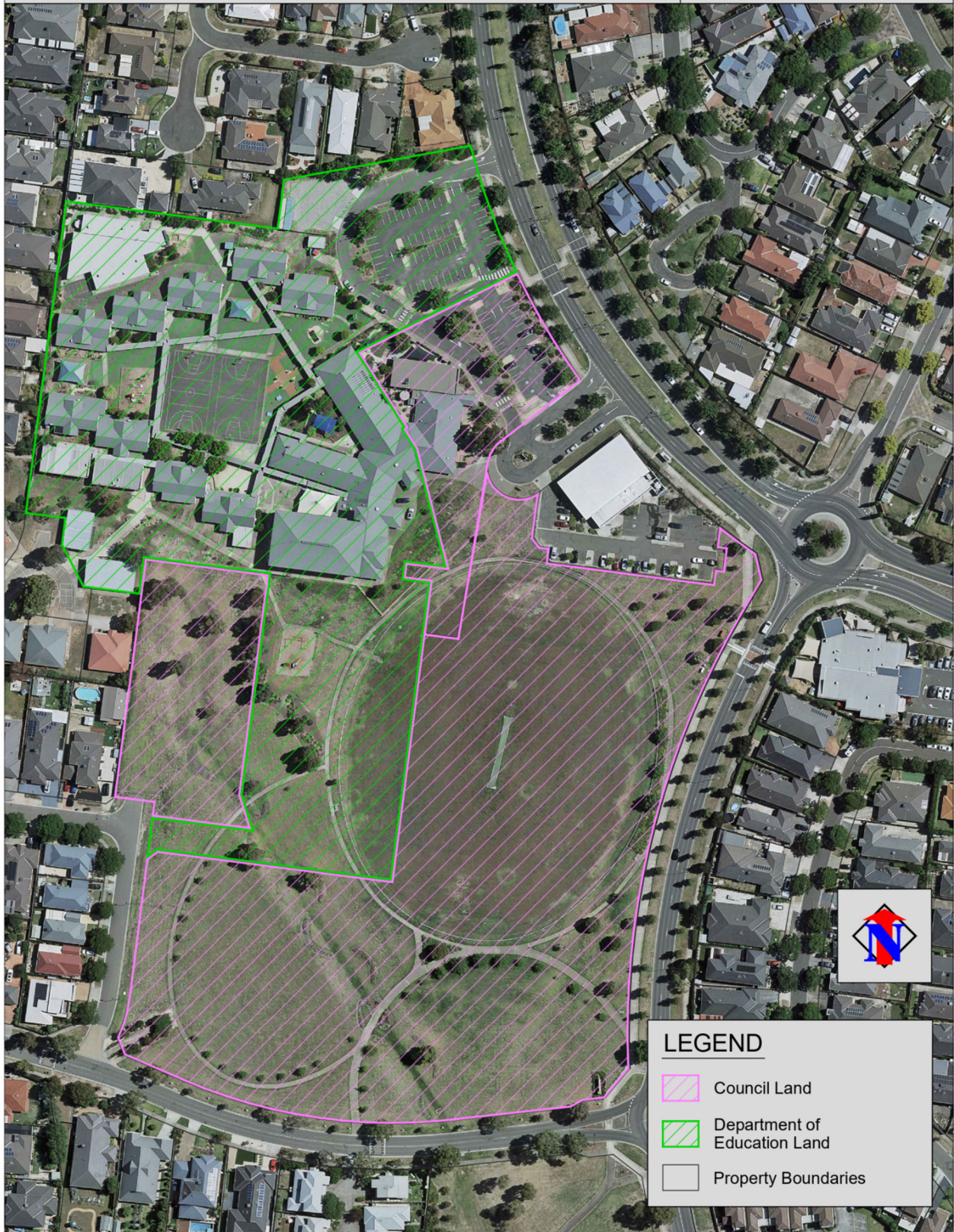
REPORT NO: GE592 (cont.)

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## Joint Use Agreement

Craigieburn Primary School  
Land Ownership



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## Imaged Document Cover Sheet

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Document Type	<b>plan</b>
Document Identification	<b>PS514530E</b>
Number of Pages (excluding this cover sheet)	<b>3</b>
Document Assembled	<b>05/11/2021 11:08</b>

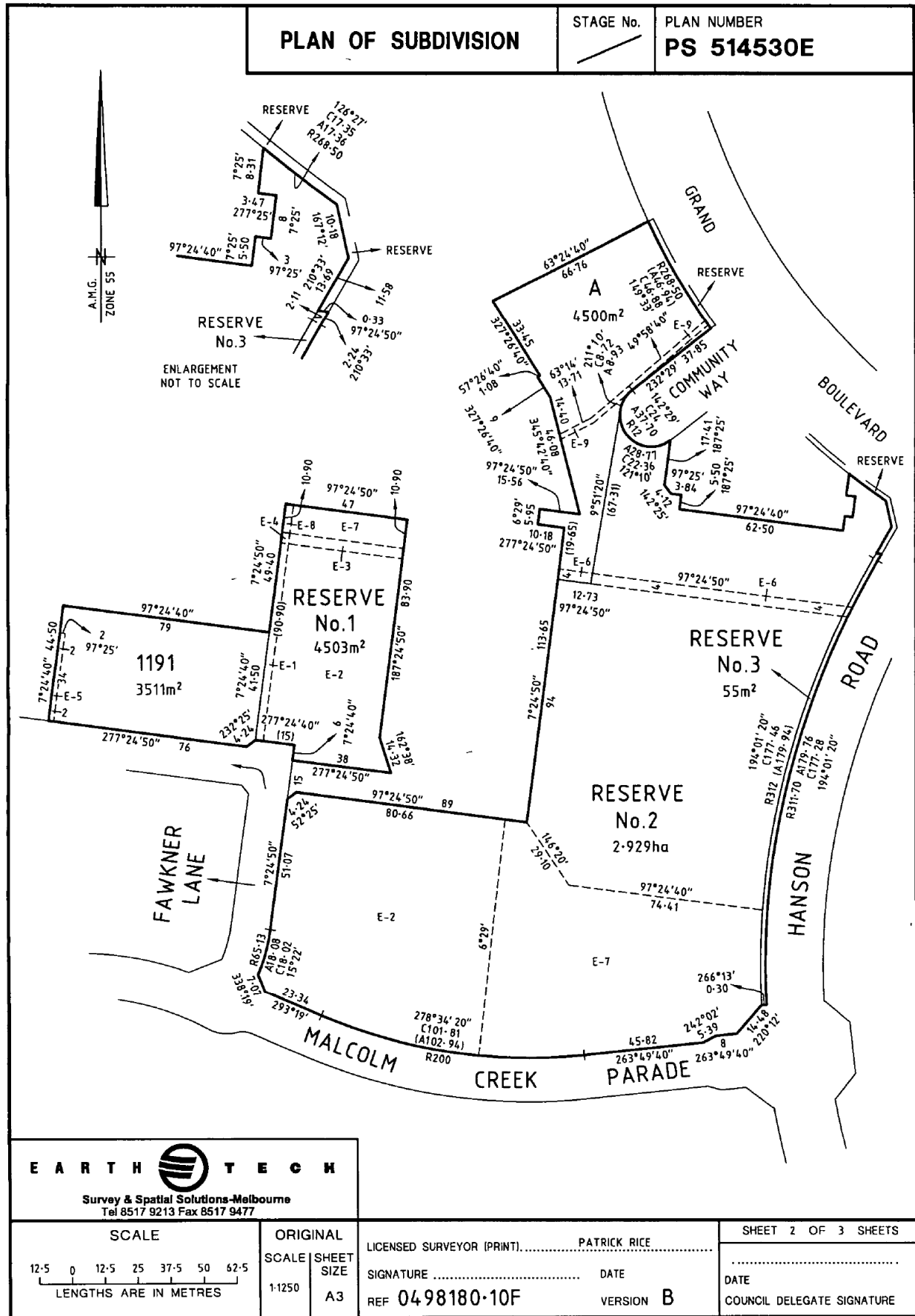
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<b>PLAN OF SUBDIVISION</b>		STAGE No. 	LR USE ONLY <b>EDITION 1</b>	PLAN NUMBER <b>PS 514530E</b>
<b>LOCATION OF LAND</b> <b>PARISH:</b> KALKALLO & YUROKE <b>TOWNSHIP:</b> <b>SECTION:</b> 23 YUROKE <b>CROWN ALLOTMENT:</b> A (PART) YUROKE <b>CROWN PORTION:</b> 1(PART) KALKALLO <b>TITLE REFERENCES:</b> V.10725 F.223 V.10766 F.159 V.10766 F.270 V.10799 F.024 AND F.025 PS 425231L (LOT 1144) <b>LAST PLAN REFERENCE/S:</b> PS 512685J (LOT 1164) PS 425233G (LOT 1170) PS 514550X (LOTS 1189 & 1190) <b>POSTAL ADDRESS:</b> LOT 1170 MALCOLM CREEK PARADE (At time of subdivision) CRAIGIEBURN 3064 <b>AMG Co-ordinates</b> E 317 400 (of approx centre of land in plan) N 5838 140 <b>ZONE</b> 55		<b>COUNCIL CERTIFICATION AND ENDORSEMENT</b> <b>COUNCIL NAME:</b> HUME CITY COUNCIL <b>REF: S-4325</b> 1. This plan is certified under Section 6 of the Subdivision Act 1988 <del>2. This plan is certified under Section 11(7) of the Subdivision Act 1988.</del> <del>Date of original certification under Section 6:</del> <del>3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988.</del> <b>OPEN SPACE</b> (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 has/ <del>has not</del> been made. <del>(ii) The requirement has been satisfied.</del> <del>(iii) The requirement is to be satisfied in Stage .....</del> Council Delegate <del>Council Seal</del> Date <b>18.5.04</b>  Re-certified under Section 11(7) of the Subdivision Act 1988. Council Delegate Council Seal Date		
<b>VESTING OF ROADS AND/OR RESERVES</b>		<b>NOTATIONS</b>		
IDENTIFIER	COUNCIL/BODY/PERSON	STAGING This is/is not a staged subdivision. Planning permit No.		
RESERVE No 1	HUME CITY COUNCIL	DEPTH LIMITATION DOES NOT APPLY		
RESERVE No 2	HUME CITY COUNCIL	LOTS 1 TO 1190 HAVE BEEN OMITTED FROM THIS PLAN		
RESERVE No 3	HUME CITY COUNCIL			
<b>THE GRAND NEW ADDRESSES OF CRAIGIEBURN</b>		SURVEY. THIS PLAN IS/ <del>IS NOT</del> BASED ON SURVEY. SEE PS 425211S THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No.(s) PM33 & PM45 IN PROCLAIMED SURVEY AREA No. 74		
<b>EASEMENT INFORMATION</b>				<b>LR USE ONLY</b>
LEGEND A-Appurtenant Easement E-Encumbering Easement R-Encumbering Easement (Road)				STATEMENT OF COMPLIANCE/ EXEMPTION STATEMENT
Easement Reference	Purpose	Width (Metres)	Origin	RECEIVED <input checked="" type="checkbox"/>
				DATE <b>22.6.04</b>
<b>SEE SHEET 3 FOR EASEMENT DETAILS</b>				<b>LR USE ONLY</b> PLAN REGISTERED TIME <b>4:20 PM</b> DATE <b>29.6.04</b>  Assistant Registrar of Titles
				SHEET 1 OF 3 SHEETS
<b>EARTH TECH</b> Survey & Spatial Solutions-Melbourne Tel 8517 9213 Fax 8517 9477		LICENSED SURVEYOR (PRINT)..... <b>PATRICK RICE</b> SIGNATURE ..... DATE <b>04.03.04</b> REF <b>0498180.10F</b> VERSION <b>B</b>		DATE <b>18.5.04</b> COUNCIL DELEGATE SIGNATURE ORIGINAL SHEET SIZE <b>A3</b>

98180-10F-01-DWG THG



PLAN OF SUBDIVISION		STAGE No. <hr style="width: 50px; margin: 0 auto;"/>	PLAN NUMBER <b>PS 514530E</b>
EASEMENT REFERENCE	PURPOSE	WIDTH (Metres)	ORIGIN  LAND BENEFITED/IN FAVOUR OF
E-1	DRAINAGE SEWERAGE DRAINAGE & FLOODWAY	3 3 3	PS 443695N PS 443695N PS 425230N  HUME CITY COUNCIL YARRA VALLEY WATER LTD MELBOURNE WATER CORPORATION
E-2	DRAINAGE & FLOODWAY	SEE PLAN	PS 425230N  MELBOURNE WATER CORPORATION
E-3	WATER SUPPLY TELECOMMUNICATION DISTRIBUTION &/OR TRANSMISSION OF GAS POWERLINE  DRAINAGE & FLOODWAY	4 4 4 4 4	PS 425230N PS 425230N PS 425230N (GAS INDUSTRY ACT 1994) PS 425230N-SEC 88 OF THE ELECTRICITY INDUSTRY ACT 2000 PS 425230N  YARRA VALLEY WATER LTD LOTS 101 TO 106 ON PS 425230N TXU NETWORKS (GAS)  AGL ELECTRICITY  MELBOURNE WATER CORPORATION
E-4	DRAINAGE SEWERAGE WATER SUPPLY TELECOMMUNICATION DISTRIBUTION &/OR TRANSMISSION OF GAS POWERLINE  DRAINAGE & FLOODWAY	3 3 3 3 3 3	PS 443695N PS 443695N PS 425230N PS 425230N PS 425230N (GAS INDUSTRY ACT 1994) PS 425230N-SEC 88 OF THE ELECTRICITY INDUSTRY ACT 2000 PS 425230N  HUME CITY COUNCIL YARRA VALLEY WATER LTD YARRA VALLEY WATER LTD LOTS 101 TO 106 ON PS 425230N TXU NETWORKS (GAS)  AGL ELECTRICITY  MELBOURNE WATER CORPORATION
E-5	DRAINAGE SEWERAGE	SEE PLAN SEE PLAN	PS 425231L PS 425231L  HUME CITY COUNCIL YARRA VALLEY WATER LTD
E-6	WATER SUPPLY TELECOMMUNICATION DISTRIBUTION &/OR TRANSMISSION OF GAS POWERLINE	SEE PLAN SEE PLAN SEE PLAN SEE PLAN	C/E AB252137J C/E AB252137J C/E AB252137J (GAS INDUSTRY ACT 1994) C/E AB252137J-SEC 88 OF THE ELECTRICITY INDUSTRY ACT 2000  YARRA VALLEY WATER LTD LOTS 101 TO 106 ON PS 425230N TXU NETWORKS (GAS)  AGL ELECTRICITY
E-7	DRAINAGE & FLOODWAY	SEE PLAN	THIS PLAN  MELBOURNE WATER CORPORATION
E-8	SEWERAGE DRAINAGE & FLOODWAY	3 3	THIS PLAN THIS PLAN  YARRA VALLEY WATER LTD MELBOURNE WATER CORPORATION
E-9	TELECOMMUNICATION POWERLINE	2 2	THIS PLAN THIS PLAN  LAND IN PC 361243V LAND IN PC 361243V

		<b>Survey &amp; Spatial Solutions-Melbourne</b> Tel 8517 9213 Fax 8517 9477	
<b>SCALE</b>   LENGTHS ARE IN METRES	<b>ORIGINAL</b> SCALE SHEET SIZE <b>A3</b>	LICENSED SURVEYOR (PRINT)..... <b>PATRICK RICE</b> SIGNATURE ..... DATE ..... REF <b>0498180-10F</b> VERSION <b>B</b>	SHEET 3 OF 3 SHEETS DATE ..... COUNCIL DELEGATE SIGNATURE .....

98180-10F-03-DWG THG



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<b>REPORT NO:</b>	GE593
<b>REPORT TITLE:</b>	Correspondence received from or sent to Government Ministers or Members of Parliament - November 2021
<b>SOURCE:</b>	Paul White, Coordinator Knowledge Management
<b>DIVISION:</b>	Corporate Services
<b>FILE NO:</b>	HCC04/13
<b>POLICY:</b>	-
<b>STRATEGIC OBJECTIVE:</b>	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. <i>Craigieburn West PSP</i></li><li>2. <i>State Arterial Roads</i></li><li>3. <i>Premier's Reading Challenge</i></li><li>4. <i>Business Concierge Program</i></li><li>5. <i>Hume City Council Annual Report 2020_21</i></li><li>6. <i>Lease at 60 Harker Street Sunbury</i></li><li>7. <i>Hume Men's Shed Craigieburn</i></li><li>8. <i>Transfer of Toxic Soil</i></li></ol>

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**1. SUMMARY OF REPORT:**

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

**2. RECOMMENDATION:**

**That Council notes this report on correspondence received from or sent to Government Ministers or Members of Parliament.**

**3. DISCUSSION:**

There is a range of correspondence sent to or received from State and Federal Government Ministers and Members of Parliament during the normal course of Council's operations. Correspondence of this nature registered in Council's record keeping system during November 2021 is summarised below:

Table 1 Correspondence in relation to general business items from Council meetings

Table 2 Correspondence that may be of interest to Councillors

Table 3 Correspondence in relation to grant / funding opportunities from State and Commonwealth government.

Copies of the documents are provided as attachments to this report.

**REPORT NO: GE593 (cont.)**

**Table 1 - Correspondence in relation to Council General Business Items**

<b>Direction</b>	<b>Subject</b>	<b>Minister or Member of Parliament</b>	<b>Date received / sent</b>	<b>Responsible officer</b>	<b>Council Minute ref</b>	<b>Attachment</b>
Inwards	RESPONSE - GENERAL BUSINESS - CRAIGIEBURN WEST PSP – DUPLICATION OF MICKLEHAM ROAD - CR JIM OVEREND	Minister for Planning	4/11/2021	Manager Strategic Planning	OVE007	1
Outwards	GENERAL BUSINESS - CORRESPONDENCE TO LOCAL MEMBERS REGARDING THE STATE OF ROADS AND RESERVES	Member for Broadmeadows Member for Sunbury Member for Yuroke	1/12/2021	Manager Assets	MED306	2

**Table 2 – General correspondence that may be of interest to Councillors**

	<b>Subject</b>	<b>Minister or Member of Parliament</b>	<b>Date received / sent</b>	<b>Responsible officer</b>	<b>Council Minute ref</b>	<b>Attachment</b>
Inwards	2021-22 Premiers Reading Challenge Book Fund - Funding of \$29.422 has been allocated to council's library service	Minister for Local Government	9/11/2021	Manager Community Strengthening		3
Inwards	Business Concierge Program - Additional Funding 2021-22	Minister for Local Government	15/11/2021	Manager Economic Development		4
Outwards	Hume City Council Annual Report 2021/21 (Report not included in attachment)	Minister for Local Government	16/11/2021	Manager Strategic Communications		5
Inwards	Lease at 60 Harker Street Sunbury - Request to Consider	Member for Sunbury	19/11/2021	Coordinator Property Development		6
Inwards	Hume Men's Shed Craigieburn – electronic door opener - request for Council funding to facilitate the installation of an electronic door opener	Member for Yuroke	22/11/2021	Manager Community Strengthening		7
Outwards	Transfer of Toxic Soil from the West Gate Tunnel Project to Bulla Tip and High-Quality Group's Proposed Traffic Management Plan	Minister for Transport Infrastructure  CC: Member for Sunbury	18/11/2021	Manager Assets		8

REPORT NO: GE593 (cont.)

Table 3 – Correspondence in relation to grant / funding opportunities

	Subject	Minister or Member of Parliament	Date received / sent	Responsible officer	Council Minute ref	Attachment
NIL						

REPORT NO: GE593 (cont.)

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Hon Richard Wynne MP

Minister for Planning  
Minister for Housing

8 Nicholson Street  
East Melbourne, Victoria 3002

Cr Joseph Haweil  
Mayor  
Hume City Council  
PO Box 119  
DALLAS VIC 3047

Ref: MIN069667

**CONFIDENTIAL**

Dear Mayor

**CRAIGIEBURN WEST PRECINCT STRUCTURE PLAN**

Thank you for your letter of 13 August 2021 about the Craigieburn West Precinct Structure Plan (PSP) and your council's request that the PSP should not be approved unless the Victorian Government commits funding to the duplication of Mickleham Road.

The Craigieburn West PSP is part of the Victorian Planning Authority (VPA) Fast Track Program to deliver priority projects to support post-coronavirus (COVID-19) economic recovery. As you are aware, the proposal was considered by the VPA Projects Standing Advisory Committee (SAC) and its report was released to me and to the VPA on 17 June 2021.

The VPA and the Department of Environment, Land, Water and Planning (DELWP) will shortly brief me on the outcomes and recommendations of the SAC and any outstanding matters and provide recommendations for my consideration. I will consider the matters raised in your letter along with that advice, before making a decision about the PSP and its associated planning controls and infrastructure requirements.

Thank you again for raising this matter with me and for your council's collaboration with the VPA and DELWP on this project.

If you would like more information, please contact Dr Jane Homewood, Executive Director, Statutory Planning Services, DELWP, on email at [jane.homewood@delwp.vic.gov.au](mailto:jane.homewood@delwp.vic.gov.au).

Yours sincerely

HON RICHARD WYNNE MP  
Minister for Planning

10/10/21



OFFICIAL



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– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM21/751)  
Enquiries: David Fricke  
Telephone:

1075 PASCOE VALE ROAD  
BROADMEADOWS  
VICTORIA 3047

Postal Address:  
PO BOX 119  
DALLAS 3047

Telephone 03 9205 2200  
Facsimile 03 9309 0109  
www.hume.vic.gov.au

Wednesday, 1 December 2021

Mr Frank McGuire MP  
State Member for Sunbury  
PO Box 3213  
BROADMEADOWS VIC 3047

Dear Mr McGuire

Frank

**RE: STATE OF ARTERIAL ROADS**

Hume City Council at its meeting on 15 November 2021 resolved:

*"That Council writes to the Member for Broadmeadows, Mr Frank McGuire, the Member for Yuroke, Ms Ros Spence, and the Member for Sunbury, Mr Josh Bull, and ask them to get the relevant Minister to address the woeful state of our roads and reserves."*

Councillors have observed a deterioration in maintenance standards across the municipality and are concerned with the impact this is having on safety as well as the appearance of our arterial roads and roadsides.

Potholes are becoming more prevalent, and the lengthy time taken for adequate repair raises concerns about safety. For example, over the past three years Council has repeatedly raised complaints about the poor condition of the road surface and potholes in Macedon Street, Sunbury. It is good to see that this has finally been addressed through resurfacing, but it should not have taken this long.

Council is also concerned about the lack of sufficient maintenance on roadsides and medians since responsibility for maintaining these areas was transferred from Council to the Department of Transport when the Minor Maintenance Agreement was terminated in 2020. The level of maintenance is not in keeping with community expectations, particularly in urban areas and on roads that carry significant traffic volumes. Councillors have noticed weeds and grass growing waist high in many areas, as well as an increase in litter and dumped rubbish.

Please request that the Minister for Roads and Road Safety, the Hon. Ben Carroll MP, address Council's concerns about the current state of arterial roads.

Should you require any further information in relation to this matter, please contact Mr David Fricke, Manager Assets on

Yours sincerely

A handwritten signature in black ink, appearing to read 'Carly Moore'.

**CR CARLY MOORE**  
**MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM21/751)  
Enquiries: David Fricke  
Telephone:

1079 PASCOE VALE ROAD  
BROADMEADOWS  
VICTORIA 3047

Postal Address  
PO BOX 119  
DALLAS 3047

Telephone: 03 9205 2200  
Facsimile: 03 9309 0109  
www.hume.vic.gov.au

Wednesday, 1 December 2021

Mr Josh Bull MP  
State Member for Sunbury  
PO Box 635  
SUNBURY VIC 3429

Dear Mr ~~Bull~~ Josh

**RE: STATE OF ARTERIAL ROADS**

Hume City Council at its meeting on 15 November 2021 resolved:

*"That Council writes to the Member for Broadmeadows, Mr Frank Maguire, the Member for Yuroke, Ms Ros Spence, and the Member for Sunbury, Mr Josh Bull, and ask them to get the relevant Minister to address the woeful state of our roads and reserves."*

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Please request that the Minister for Roads and Road Safety, the Hon. Ben Carrol MP, address Council's concerns about the current state of arterial roads.

Should you require any further information in relation to this matter, please contact Mr David Fricke, Manager Assets on .

Yours sincerely

**CR CARLY MOORE**  
**MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM21/751)  
Enquiries: David Fricke  
Telephone:

1079 PASCOE VALE ROAD  
BROADMEADOWS  
VICTORIA 3047

Postal Address  
PO BOX 119  
DALLAS 3047

Telephone 03 9205 2200  
Facsimile: 03 9309 0109  
[www.hume.vic.gov.au](http://www.hume.vic.gov.au)

Wednesday, 1 December 2021

The Hon. Ros Spence MP  
State Member for Yuroke  
PO Box 132  
CRAIGIEBURN VIC 3064

Dear Ms ~~Spence~~ <sup>Ros</sup>

**RE: STATE OF ARTERIAL ROADS**

Hume City Council at its meeting on 15 November 2021 resolved:

*"That Council writes to the Member for Broadmeadows, Mr Frank Maguire, the Member for Yuroke, Ms Ros Spence, and the Member for Sunbury, Mr Josh Bull, and ask them to get the relevant Minister to address the woeful state of our roads and reserves."*

Councillors have observed a deterioration in maintenance standards across the municipality and are concerned with the impact this is having on safety as well as the appearance of our arterial roads and roadsides.

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Please request that the Minister for Roads and Road Safety, the Hon. Ben Carroll MP, address Council's concerns about the current state of arterial roads.

Should you require any further information in relation to this matter, please contact Mr David Fricke, Manager Assets on

Yours sincerely

A handwritten signature in black ink, appearing to read 'Carly Moore'.

**CR CARLY MOORE**  
**MAYOR**

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The Hon Shaun Leane MP

Minister for Local Government  
Minister for Suburban Development  
Minister for Veterans

121 Exhibition Street  
Melbourne, Victoria 3000 Australia  
Telephone: +61 3 8392 2240  
DX 210074

Ref: BMIN-2-21-13476

Cr Joseph Haweil  
Mayor  
Hume City Council  
PO Box 119  
DALLAS VIC 3047  
josephh@hume.vic.gov.au

Dear Mayor

I am pleased to inform you that funding of \$29,422 has been allocated to your council's library service as part of the 2021-22 Premiers' Reading Challenge Book Fund.

Since the Premiers' Reading Challenge began, more than 3 million children and young people have turned the pages of more than 51 million books. The Premiers' Reading Challenge Book Fund is an annual program that provides public libraries with assistance in purchasing materials to support participation in the annual Reading Challenge.

In addition to the funding support provided through the Premiers' Reading Challenge Book Fund, the Victorian Government supports public libraries through both the Public Libraries Funding Program and the Living Libraries Infrastructure Program.

Ms Julie Reid, Executive Director, Local Government Victoria will shortly be providing your council's CEO with a funding agreement for signing. If you require further information regarding the Premiers' Reading Challenge Book Fund please contact Colin McDonald, Senior Program Officer Local Government Victoria, at [plfp@ecodev.vic.gov.au](mailto:plfp@ecodev.vic.gov.au).



Thank you for your ongoing support of library services in Victoria.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shaun Leane', written in a cursive style.

**The Hon Shaun Leane MP**  
**Minister for Local Government**  
**Minister for Suburban Development**  
**Minister for Veterans**

**Date: 9 November 2021**

cc Ms Sheena Frost CEO

OFFICIAL



The Hon Shaun Leane MP

Minister for Local Government  
Minister for Suburban Development  
Minister for Veterans

121 Exhibition Street  
Melbourne, Victoria 3000 Australia  
Telephone: +61 3 8392 2240  
DX 210074

Cr Carly Moore  
Mayor  
Hume City Council  
PO Box 119  
DALLAS VIC 3047  
carlym@hume.vic.gov.au

Dear Cr Moore

I am pleased to announce that the Victorian Government is contributing an additional \$3.54 million to extend the *Business Concierge Program* for a further three months.

The *Business Concierge Program* has been supported by councils to implement COVIDSafe practice awareness throughout their business and wider communities. The funding allows councils to employ COVID Business Support Officers to visit local businesses, help them meet COVIDSafe requirements and support them to meet the challenges faced during the COVID-19 pandemic.

Funding for the current *Business Concierge Program* finishes in November 2021. All councils (other than the City of Melbourne) are being offered additional funding to employ COVID Business Support Officers to the end of February 2022. Through this funding allocation your council will receive \$60,000 (exc GST).

The funding will extend Victoria's support for businesses to adopt COVIDSafe practices and comply with the Chief Health Officer's Directions as we transition to a vaccinated economy.

Local Government Victoria will be in touch with your Chief Executive Officer shortly to provide the guidelines for the program and to extend or establish the Funding Agreement for the *Business Concierge Program*.



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If you would like further information about this funding please contact Dan Harper, Director  
Local Government Emergencies at [lgv.emergencies@ecodev.vic.gov.au](mailto:lgv.emergencies@ecodev.vic.gov.au).

Yours sincerely



**The Hon Shaun Leane MP**  
**Minister for Local Government**

Date: 11/11/2021

cc Ms Sheena Frost, CEO, Hume City Council



1079 PASCOE VALE ROAD  
BROADMEADOWS  
VICTORIA 3047

Postal Address:  
PO BOX 119  
DALLAS 3047

Telephone: 03 9205 2200  
Facsimile: 03 9309 0109  
[www.hume.vic.gov.au](http://www.hume.vic.gov.au)

Our File: HCC19/780  
Enquiries: Jamie Byron  
Telephone:

Tuesday, 16 November 2021

The Hon Shaun Leane MP  
Minister for Local Government  
Level 16, 121 Exhibition Street  
MELBOURNE VIC 3000

**Via email:** [OfficeMinLeane@ecodev.vic.gov.au](mailto:OfficeMinLeane@ecodev.vic.gov.au)

Dear Minister

**RE: HUME CITY COUNCIL 2020/21 ANNUAL REPORT**

In accordance with the *Local Government Act 1989*, it is my pleasure to provide you with the Hume City Council Annual Report for the year ending 30 June 2021.

The attached Annual Report provides an overview of highlights, achievements and challenges that were experienced by Council and our community in the 2020/21 financial year.

The Annual Report also contains our Financial Report and detailed information about how we measured our performance against the *Hume City Council Plan 2017/21*.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sheena', followed by a stylized flourish.

**SHEENA FROST  
CHIEF EXECUTIVE OFFICER**

Encl



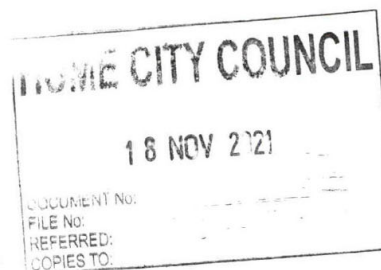
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**Josh Bull MP**  
STATE MEMBER FOR SUNBURY



10<sup>th</sup> November 2021

Cr Carly Moore  
Mayor  
Hume City Council  
PO Box 119  
DALLAS VIC 3429



Dear Mayor, *Carly*

**Four Paws K9 Training**

I am writing to you regarding Four Paws K9 Training and the current Sunbury Pony Club grounds.

Four Paws K9 Training has contacted me in relation to taking over the lease of 60 Harker St Sunbury which is property owned by Hume City Council.

Although this application is ultimately a matter for Hume City Council, I would like to draw to your attention the benefits such a plan may bring to our community and ask Hume City Council to carefully consider this proposal. These grounds will act as an ideal location for Four Paws K9 Training in undertaking their activities and will benefit the Sunbury community more broadly.

Please find information from Four Paws K9 Training attached.

It would be greatly appreciated if you could please consider this proposal by Four Paws K9 Training.

Kind regards,

**Josh Bull MP**  
State Member for Sunbury  
Parliamentary Secretary for Multicultural Affairs  
Parliamentary Secretary for Youth

**OFFICE:** Shop 4, 33-35 Macedon Street Sunbury 3429

**POSTAL:** PO Box 635, Sunbury 3429

**P:** 9740 4091 **F:** 9740 4978 **E:** [josh.bull@parliament.vic.gov.au](mailto:josh.bull@parliament.vic.gov.au)



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**Ros Spence MP**  
YOUR STATE LABOR MEMBER



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

Dear <sup>Carly</sup> Mayor

**Hume Men's Shed, Craigieburn – electronic door opener**

I am writing in relation to the Craigieburn Men's Shed, and the significant expansion that was undertaken at this site.

Although this expansion significantly improved the site, Hume Men's Shed President Bruce Tripptree is concerned at the lack of an electronic door lock for the bathroom facilities.

I am advised that this is causing accessibility issues for members who are experiencing a disability.

These safety and accessibility issues are very important, and although Mr Tripptree has advised the existing building is compliant with Australian Building Code Standards, I support his request for Council funding to facilitate the installation of an electronic door opener.

Thank you for taking the time to consider this important issue.

Kind regards

**The Hon. Ros Spence**  
**State Member for Yuroke**  
**Minister for Multicultural Affairs**  
**Minister for Community Sport**  
**Minister for Youth**

19 / 11 / 2021

CC: Mr Bruce Tripptree, President, Hume Men's Shed

**OFFICE:** Shop D00-02B Craigieburn Central Shopping Centre  
340 Craigieburn Road Craigieburn VIC 3064

**POSTAL:** PO Box 132, Craigieburn, VIC 3064

**P:** 8377 4477 **E:** ros.spence@parliament.vic.gov.au



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– OFFICE OF THE MAYOR –

Our File: HCC20/674  
Enquiries: Jamie Byron  
Telephone:



1079 PASCOE VALE ROAD  
BROADMEADOWS  
VICTORIA 3047

Postal Address:  
PO BOX 119  
DALLAS 3047

Telephone: 03 9205 2200  
Facsimile: 03 9309 0109  
[www.hume.vic.gov.au](http://www.hume.vic.gov.au)

Monday, 18 October 2021

The Hon. Jacinta Allan MP  
Minister for Transport Infrastructure  
Minister for the Suburban Rail Loop  
Level 20, 1 Spring Street  
MELBOURNE VIC 3000

By email: [Jacinta.Allan@minstaff.vic.gov.au](mailto:Jacinta.Allan@minstaff.vic.gov.au)

Dear Minister

**RE: TRANSFER OF TOXIC SOIL FROM THE WEST GATE TUNNEL PROJECT TO  
BULLA TIP AND HIGH-QUALITY GROUP'S PROPOSED TRAFFIC  
MANAGEMENT PLAN**

I write to seek an urgent meeting with you with respect to Hi-Quality Group's proposed traffic management plan for the transfer of toxic soil from the West Gate Tunnel Project Pivot site to Hi-Quality's Bulla-based tip.

According to a recent media report (*Soil truck route revealed, Sunbury Macedon Ranges Star Weekly, 6 October 2021*), Hi-Quality Group have confirmed that their traffic management plan outlines a primary route from the West Gate Tunnel Project Pivot site through Footscray to CityLink, and then onto the M2 Tullamarine Freeway and C743 Sunbury Road.

In addition to this, High Quality Group confirmed that this primary route had been selected based on key criteria, including to minimise travel time and distance, utilising approved arterial roads (with B-Double capability) as assessed and agreed with VicRoads, avoiding routes that include travel through residential areas or sensitive receptors where possible; and avoiding anticipated road work zones.

Council is deeply concerned with both the primary route identified and the key criteria applied to determine such a route for the following reasons:

**Key criteria 1: To minimise travel time and distance**

Sunbury Road currently suffers from significant levels of congestion and drivers' travel time will only be further impacted by an increase in the number of heavy vehicles expected on this arterial resulting from the transfer of toxic soil from the West Gate Tunnel Project.

Recent traffic data indicates that more than 24,000 vehicles are travelling between the Bulla Bridge and Bulla-Diggers Rest Road each day. The capacity of an undivided road with one traffic lane in each direction is widely accepted as being approximately 20,000 vehicles per day.

.../2

- 2 -

It is estimated that traffic associated with the West Gate Tunnel Project will see an increase of more than 850 heavy vehicles per day on the proposed primary route, adding to what is already a severely congested and under stress arterial.

***Key criteria 2: Utilising approved arterial roads (with B-Double capability)***

While Sunbury Road is an arterial road, the narrow historic bridge and steep grades at the township of Bulla make it unsuitable for use as a major transport route.

The two lanes on Bulla Bridge are each less than 3.0 metres wide, with very little clearance to the historic stone wall edge. Austroads Guides, which VicRoads use as a key reference, require lanes to be 3.5 metres wide. In addition, there should also be a minimum clearance from the outer edge of each lane to the bridge's railings of 1.3 metres. In order to meet arterial road standards, Bulla Bridge should realistically reach a total width of 9.6 metres, compared to the current width of approximately 6.2 metres.

The problems caused by the narrowness of this Bridge can be seen in drone footage captured by Council. There is no room for error particularly when two heavy vehicles pass in opposing directions – which, based on projected vehicle movements to/from the Hi-Quality Facility is a high possibility.

In addition to this, the alignment and grades of the road approaching either side of the Bridge are poor and well below current road design standards, particularly on the northern side. This contributes to the large number of accidents seen as recent as last week. The maximum grades on an arterial road should be 5% or less with the existing road from the top of the hill having an average grade of 6.4% and in some sections reaching 9%.

***Key criteria 3: Avoiding routes that include travel through residential areas or sensitive receptors where possible***

While a small township, Bulla is a residential area. Traffic data from May 2021 between the Bulla Bridge and Loemans Road show 24,128 vehicles using this section of road each day – a 12% increase on 2015. This includes 1,807 heavy vehicles with the lowest number recorded in an hour between 6:00am to 5:00pm being 122, or more than 2 heavy vehicles per minute.

Traffic associated with the transfer of toxic soil from the West Gate Tunnel Project is expected to add 858 heavy vehicles to this residential road each day. Assuming an even spread over a 24-hour period, this would mean approximately 36 trucks per hour – less than 2 minutes between trucks. When this is added to the number of heavy vehicles already using the road, it would mean 1 heavy vehicle every 20 seconds between 9:00am and 10:00am. In Council's view, such levels of heavy vehicle use of a road within a residential area is unacceptable and as the Bulla community have raised with Council, raises serious safety concerns for children and other pedestrians navigating this road without adequate pedestrian facilities.

***Key criteria 4: Avoiding anticipated road work zones***

Major works to duplicate Sunbury Road between Powlett Street and Bulla-Diggers Rest Road are set to commence next year. The transfer of toxic soil is expected to take approximately two years, with works on the West Gate Tunnel Project projected to finish by 2024 meaning there is likely be a significant crossover between both projects. Another concern is the Level Crossing Removal project at Gap Road in Sunbury. Any closure of Bulla Bridge would see traffic needing to move directly through Sunbury and further exacerbating the use of residential roads.

.../3

- 3 -

In addition, following a meeting with you on 28 July 2021 and at the request of your office, Hume City Council's Chief Executive Officer, Sheena Frost wrote to Mr Paul Younis, Secretary - Department of Transport on 11 August 2021(copy attached), requesting that Council be provided a copy of the traffic management plan, advice on the outcome of the Level 3 bridge inspection that was undertaken on the Sunbury Road Bridge over Deep Creek and results of testing undertaken on Bulla-Diggers Rest Road including a Level 3 bridge inspection and pavement testing. Council has not received a copy of the traffic management plan to date.

As I have outlined, there are significant public and road safety concerns that Council has with respect to Hi-Quality Group's proposed primary route that must be addressed by the State Government prior to the Department of Transport's approval of this traffic management plan.

I would welcome the opportunity to meet with you as soon as possible in order to ensure that Council can meet its commitment to respond to community concerns regarding this matter.

Please contact Ms Aida Baptista, Personal Assistant to the Mayor and Chief Executive Officer on \_\_\_\_\_ or email at \_\_\_\_\_ to arrange a mutually suitable time for us to meet.

Yours sincerely



**CR JOSEPH HAWEIL**  
**MAYOR**

Encl

cc: Mr Josh Bull MP, State Member for Sunbury  
Mr David Teague, Director Transport & Planning Metro North West, Department of Transport

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REPORT NO:	GE594
REPORT TITLE:	Complaints Policy
SOURCE:	Joel Farrell, Manager Organisational Performance & Engagement
DIVISION:	Communications, Engagement and Advocacy
FILE NO:	HCC21/1189
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENT:	1. <i>Complaints Policy</i>

---

**1. SUMMARY OF REPORT:**

- 1.1 Council's current complaints policy, titled 'Customer Feedback and Complaints Handling Policy' (POL/161) was first adopted in August 2011, and readopted in July 2014.
- 1.2 The *Local Government Act 2020* requires councils to develop and maintain a complaints policy by the 31 December 2021.
- 1.3 While Council's existing Customer Feedback and Complaints Handling Policy, and supporting Procedure are consistent with the new *Local Government Act 2020*, a new policy has been developed to ensure alignment with the new Act, and that key elements within the procedure, are now included as part of Council's Policy.

**2. RECOMMENDATION:**

- 2.1 That Council adopts the 'Complaints Policy', being Attachment 1 of this report.
- 2.2 Council rescinds the previous 'Customer Feedback and Complaints Handling Policy' (POL/161).
- 2.3 Authorises the policy's responsible Manager to update Section 7.1 (Submitting a complaint), or other administrative sections of the policy as required in order for the policy to remain current.
- 2.4 That the Complaints Policy is reviewed within 18 months of adoption, and subject to the outcomes of that review, every five years thereafter.

**3. LEGISLATIVE POWERS:**

- 3.1 Section 107 of the *Local Government Act 2020* requires each Council to develop and maintain a complaints policy by the 31 December 2021, including an independent internal review process.

**4. FINANCIAL IMPLICATIONS:**

- 4.1 Any financial implications arising from the implementation of this policy will be managed within existing operating budgets.

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

- 5.1 There are no environmental sustainability considerations in relation to the adoption or implementation of this policy.

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

- 6.1 There are no climate change adaptation considerations in relation to the adoption or implementation of this policy.



REPORT NO: GE594 (cont.)

**7. CHARTER OF HUMAN RIGHTS APPLICATION:**

- 7.1 This policy is consistent with, and supports the Charter of Human Rights, including the right to take part in public life.

**8. COMMUNITY CONSULTATION:**

- 8.1 Development of this policy was informed by Council's Voice of the Customer survey program which seeks feedback on how Hume City Council has performed in managing customer enquiries, including complaints.
- 8.2 With over 3,900 responses received, 78.6% of survey participants indicated that Council was fairly to extremely easy to deal with, although there was room for improvement.
- 8.3 While many respondents suggested they have had a positive experience when dealing with Hume City Council, opportunities for improvement included ensuring that Officers took the time to understand consider individual needs; placing a stronger focus on keeping customers informed on the progress of their issue/request; and those issues were resolved fairly, in a timely manner and within agreed timeframes.

**9. DISCUSSION:**

- 9.1 The Complaints Policy has been developed in accordance with the *Local Government Act 2020*, and the Victorian Ombudsman's *Councils and complaints - a good practice guide 2nd edition* (released on the 26 July 2021) and the Victorian Ombudsman's *Model complaints policy for Councils*.
- 9.2 The policy aims at addressing community feedback raised during community consultation, by:
- clarifying expected timeframes for complaint handling
  - ensuring that when a complaint is received by Council, that Council acknowledges the complaint and provides a reference number for any follow-up enquiries.
  - outlining the expectation that when a complaint is raised with Council, Officers will make sure we take time to understand the issue, and the complainant's desired outcome/s.
  - closing the feedback loop and ensure that complainants are advised of the outcome and resolution to their complaint (subject to privacy requirements).
  - providing options for complainants to have their complaint reviewed if they're dissatisfied with the outcome.
- 9.3 The policy outlines Council's commitment to acknowledge a complaint within 5 business days (or 10 business days if received via post), and that generally we will aim to resolve a complaint, or provide a course of action, within 10 business days.
- 9.3.1 The Policy also acknowledges that some complaints may take more time than usual to respond to. Where additional time is required, Council Officers will advise the complainant, and keep them informed as we aim to resolve the issue.
- 9.4 Implementation of the policy will require changes to Council's Customer Request Management system in order to fully establish a complaint's handling system that can capture all complaints received across Council.
- 9.4.1 It is expected that implementation of this policy will take up to six months while system upgrades are undertaken, and that staff training can then be designed and implemented.
- 9.5 Given the six-month timeframe required to fully implement the policy, it is recommended that a review of this policy is undertaken 18 months after adoption.

**REPORT NO: GE594 (cont.)****10. CONCLUSION:**

This report presents the Complaints Policy for adoption by Council, consistent with the *Local Government Act 2020*. The development of the policy has been informed by the Victorian Ombudsman's *Councils and complaints - a good practice guide 2nd edition* (released on the 26 July 2021) and *Model complaints policy for Councils*, along with community consultation of over 3,900 participants.

REPORT NO: GE594 (cont.)

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# Complaints Policy

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<b>Policy Reference No.</b>	<b>POL/###</b>
<b>File No.</b>	HCC21/1189
<b>Strategic Objective</b>	3.2 – Deliver responsible and transparent governance, services and assets that respond to community need
<b>Adopted by Council</b>	<a href="#">[DATE OF MEETING ADOPTED]</a>
<b>Re-Adopted Date for Review</b>	<a href="#">[18 Months after adoption]</a>
<b>Responsible Officer</b>	Manager Customer Service
<b>Department</b>	Customer Service

## COMPLAINTS POLICY

**1 POLICY STATEMENT**

- 1.1 Dealing with complaints is a core part of Council business, and supports us in our efforts to continually improve our service delivery and respond to customer expectations. We value complaints and encourage people to contact us when they have a problem, concern or feedback about our services, actions, decisions, and policies. We are committed to:
- enabling members of the public to make complaints about the Council
  - responding to complaints by taking action to resolve complaints as soon as possible
  - learning from complaints to improve our services.
- 1.2 Council will treat every complaint we receive on its individual merits, through clear and consistent processes.
- 1.3 Complaints will be responded to in a timely manner, and we will work with the complainant to try and resolve any issues as quickly as possible.
- 1.4 This policy should be considered in conjunction with the Victorian Ombudsman's *Councils and complaints – a good practice guide 2nd edition (26 July 2021)*, and the following Council documents:
- Dealing with Difficult and Vexatious Customers Policy
  - Councillors Code of Conduct
  - Staff Code of Conduct
  - Governance Rules.

**2 PURPOSE**

- 2.1 The purpose of this Complaints Policy is to outline how Hume City Council manages complaints received from members of the public.

**3 SCOPE**

- 3.1 This complaints policy applies to all complaints from members of the public about Council services, actions, staff, contractors, and decisions made through Council meetings.
- 3.2 This policy does not apply to complaints about individual Councillors. Complaints about individual Councillors will be dealt with through the Councillors Code of Conduct, and Governance Rules.
- 3.3 This policy does not apply to internal complaints made by staff, agency staff, contractors or Councillors (in their capacity, role or functions as a Councillor). Internal complaints will be managed in accordance with organisational policies, guidelines, procedures, and codes of conduct or Governance Rules.

<b>Policy Reference No:</b>	POL/###	<b>Responsible Officer:</b>	Manager Customer Service
<b>Date of Re/Adoption:</b>	##/##/####	<b>Department:</b>	Customer Service
<b>Review Date:</b>	Month 20##		



## COMPLAINTS POLICY

### 4 WHAT IS A 'COMPLAINT'?

4.1 The *Local Government Act 2020* (section 107(3)), defines that a complaint includes a communication (verbal or written) to the Council which expresses dissatisfaction about:

- the quality of an action, decision or service provided by Council staff or a Council contractor
- a delay by Council staff or a Council contractor in taking an action, making a decision or delivering a service
- a policy or decision made by the Council, Council staff or a Council contractor.

4.2 The definition of complaint does not take into account:

- the merit of the complaint, or issue complained about, or
- the complainant's motivations.

4.3 Council has an obligation to effectively record and differentiate between a 'complaint' and 'service request'. One way to distinguish a service request from a complaint is to look at whether a person is:

- requesting something additional or new (a service request)
- seeking assistance or advice (a service request or referral to another agency)
- seeking information about a service or something that Council has responsibility for (a service request)
- reporting what they believe to be a failing or a shortfall of a Council service (a complaint)
- complaining about a Council's response to a service request (a complaint).

The following table outlines several examples of differences between a complaint and a service request:

Complaint	Service request
My bin was missed this morning. Can you pick it up?	I forgot to put my bin out, can someone collect it?
I reported a cracked footpath six months ago but I haven't heard anything more about it, it hasn't been fixed, and is getting worse.	Can Council fix a crack in the footpath out the front of my house?
My rates notice was due last week, but I still haven't received it.	When is my next rates instalment due?
A Council tree branch has fallen and broken my fence.	A Council tree branch has fallen and needs to be removed from my nature strip.

4.4 For the purposes of this policy, the definition of a complaint does not include feedback provided through customer satisfaction or experience surveys/research, or program and service evaluations undertaken as part of improving Council's overall customer experience or service planning.

Policy Reference No:	POL/###	Responsible Officer:	Manager Customer Service
Date of Re/Adoption:	###/###/####	Department:	Customer Service
Review Date:	Month 20##		

## COMPLAINTS POLICY

### 5 OBJECTIVE

5.1 The objectives of this policy are to:

- put in place an open and transparent complaint handling system
- ensure staff handle complaints consistently, respectfully and objectively
- set timeframes for resolving complaints
- clarify the roles and responsibilities of Council staff
- establish how Council staff record and analyse complaint data to identify where we can improve our services
- ensure we meet our Council Plan's Strategic Objectives to "deliver responsible and transparent governance, services and sustainable assets that respond to community needs", and "advance organisational high-performance through innovation and partnerships".

### 6 POLICY PRINCIPLES

Principle	Description
Commitment	We are committed to resolving complaints and will foster a culture that recognises an individual's right lodge a complaint or suggestion for improvement. We value complaints, and recognise the important role they make in supporting improvements to service delivery, and the customer experience Council provides to our community.
Accessibility	Council's complaints handling procedures will ensure that people with a range of needs can easily lodge a complaint, and that staff will actively assist them to navigate the complaints process.
Transparency	We will make it clear on the ways to make a complaint, where to direct a complaint, and how the complaint will be handled. The steps taken to respond to a complaint are recorded, and will stand up to scrutiny. We will ensure that when responding to a complaint, that we provide information on the rights for a review if a complainant is unsatisfied with how their complaint was handled.
Objectively and fairness	Complaints are dealt with courteously, impartially, within established timeframes, and are assessed on merit.
Privacy	Complaint information is handled according to privacy laws and other relevant legislation. Where a complaint is about another person or property, we are required to protect the privacy of both the complainant, and also the subject of the complaint. We will provide clear information about how we handle personal information. Complaint information may be used for follow-up consultation and research to improve service delivery, and complaint data will be de-identified if reported for statistical purposes or performance reporting. We accept that some individuals may wish to make anonymous complaints, and we will ensure our complaints procedures accommodate this.
Accountability	We are accountable internally and externally for our decision making and complaint handling performance. We provide explanations and reasons for decisions, and ensure that our decisions are subject to appropriate review processes.
Customer insights and Continuous improvement	We regularly analyse complaint data to find trends and customer insights to find ways to continuously improve how we operate and deliver our services. We will foster a culture that views complaints

<b>Policy Reference No:</b>	POL/###	<b>Responsible Officer:</b>	Manager Customer Service
<b>Date of Re/Adoption:</b>	##/##/####	<b>Department:</b>	Customer Service
<b>Review Date:</b>	Month 20##		

## COMPLAINTS POLICY

Principle	Description
	as a positive opportunity for improvement, and will constructively use complaints information to implement changes to improve our overall customer experience.

## COMPLAINT HANDLING PROCEDURE

## 7 HOW TO MAKE A COMPLAINT

## 7.1 Submitting a complaint:

Preferred options	
Online via Council's website	<a href="https://www.hume.vic.gov.au/Your-Council/Contact-Us">https://www.hume.vic.gov.au/Your-Council/Contact-Us</a> - via the 'Share your feedback link'
Telephone	03 9205 2200  Translating Interpreting Service - 131 450 TTY Phone (Teletypewriter) - 1800 555 677 National Relay Service (NRS) - 133 677
In person	Via a Council Customer Service Centre.  Visit <a href="https://www.hume.vic.gov.au/Your-Council/Contact-Us">https://www.hume.vic.gov.au/Your-Council/Contact-Us</a> for locations and opening hours.
Alternative options	
Consistent with our policy principle of 'accessibility', Council will accept complaints through informal channels, either in writing or verbally. These include, but are not limited to:	
Face-to-face with any Council Officer or Councillor	Downloadable paper-based forms
Written letters or emails to any Council Officer or Councillor	Council managed social media pages/sites
Through a carer, advocate or support person	

All reasonable efforts will be made to assist complainants with specific needs. This may include providing an interpreter or translator, ensuring complainants can be represented by an advocate of their choice, and providing straightforward and easy to read information in plain language.

## 7.1.1 Submitting an anonymous complaint:

While Council encourages complainants to provide their contact details so that further information can be sought if required, we also understand that some people may wish to make an anonymous complaint.

Council will endeavour to investigate anonymous complaints as far as possible, however complaints that are anonymous may mean that Council Officers are unable to consult further with the complainant, or seek additional information which may be required to assist the investigation of the complaint.

For the protection of privacy, where an anonymous complaint has been lodged, Council Officers will usually not be able to provide further updates about the complaint to any person enquiring on the status of the complaint investigation.

Policy Reference No:	POL/###	Responsible Officer:	Manager Customer Service
Date of Re/Adoption:	##/##/####	Department:	Customer Service
Review Date:	Month 20##		

## COMPLAINTS POLICY

## 8 HOW WE HANDLE COMPLAINTS

- 8.1 We will acknowledge complaints within five business days, or within ten business days if the complaint is received via mail.

Where we cannot resolve the complaint immediately, we will aim to provide a resolution, or course of action to resolve the complaint, within ten business days.

The nature of some complaints may require more complex or formal investigations, and may not be able to be resolved within ten business days. Where additional time is required to investigate a complaint, the complainant will be kept informed of our progress and provided with:

- the estimated length of time it may take to resolve the complaint,
- when the complainant may expect an update on the progress of their complaint investigation,
- the name, position and contact details of the person responsible for resolving the complaint.

- 8.2 Complaints will be managed through a four-level approach, as outlined in the table below:

Level	Our commitment, we will....	Who is responsible	Expected timeframes
<b>Level 1: Frontline resolution</b>  <i>Complaints about basic service failures, delays or inaction of services or decisions.</i>	<ul style="list-style-type: none"> <li>• Provide a reference number</li> <li>• Make sure we take time to understand the issue, and the complainant's desired outcome</li> <li>• Provide a response or resolution timeframe</li> <li>• Outline the complaints process, including rights for internal review</li> <li>• Communicate the outcome*</li> <li>• If Council is not the right organisation to respond to the complaint, frontline staff will try to provide advice to the complainant who the correct organisation or agency is.</li> </ul>	Frontline staff and officers who are responsible for receiving and managing complaints.	An acknowledgement within five business days.  A resolution, or course of action provided within 10 business days.
<b>Level 2: Investigation and assessment</b>  <i>Complaints that:</i> <ul style="list-style-type: none"> <li>• are unable to be resolved by frontline staff (Level 1 complaints).</li> <li>• are unable to be resolved to the satisfaction of the complainant.</li> <li>• relate to</li> </ul>	<ul style="list-style-type: none"> <li>• Provide a reference number</li> <li>• Make sure we take time to understand the issue, and the complainant's desired outcome</li> <li>• Provide a response or resolution timeframe</li> <li>• Outline the complaints process, including rights for internal review</li> <li>• Communicate the outcome*</li> </ul>	Supervisors or managers of the relevant service areas	We will aim for a resolution, or course of action, within 10 business days.  More complex complaints may require more time.  Where more time is required to investigate complaint, we will update you every

<b>Policy Reference No:</b>	POL/###	<b>Responsible Officer:</b>	Manager Customer Service
<b>Date of Re/Adoption:</b>	###/###/###	<b>Department:</b>	Customer Service
<b>Review Date:</b>	Month 20##		

## COMPLAINTS POLICY

Level	Our commitment, we will....	Who is responsible	Expected timeframes
<p><i>dissatisfaction with decisions made in line with Council Policy.</i></p> <ul style="list-style-type: none"> <li>focus on staff conduct.</li> </ul>			15 business days until the investigation is completed
<p><b>Level 3 – Internal Review</b></p> <p><i>Where a complainant is dissatisfied with how the complaint was managed, or the decision made in response to the complaint.</i></p>	<ul style="list-style-type: none"> <li>Provide a reference number</li> <li>Provide a response or resolution timeframe</li> <li>Ensure the review is independent of the person who took the action, made the decision, or provided the service</li> <li>Communicate the outcome*</li> <li>Provide information on external review options.</li> </ul>	<p>Manager Customer Service, or...</p> <ul style="list-style-type: none"> <li>If the complaint relates to Customer Service, the Manager Governance</li> <li>If the complaint relates to staff conduct, the Manager Human Resources.</li> </ul> <p>Directors or CEO.</p>	<p>Within 28 business days.</p> <p>Where more time is required to investigate complaint, we will notify you and provide updates every 20 business days until the investigation is completed</p>
<p><b>Level 4 – External Review</b></p> <p><i>Where a complainant is dissatisfied with the outcome or process of an internal review and a resolution cannot be reached, or if the complainant wishes to have their complaint referred to an external agency.</i></p>	<ul style="list-style-type: none"> <li>Provide information on how to contact an external agency – see Appendix 2</li> </ul>	<p>Victorian Ombudsman, or...</p> <p>Other external agencies such as, but not limited to, the Victorian Human Rights, Disability Services or Gender Equality Commissioners.</p>	Not applicable – refer to the relevant external agency.

\* Due to privacy requirements, and if a complaint is about another person or private property, communication on the outcome of the complaint may be limited to advising the complainant that the investigation has been completed.

## 9 RECORDING AND DOCUMENTING COMPLAINTS

9.1 When we are contacted about a complaint, we will record the complaint in our Customer Request Management (CRM) system, and a reference number will be created and provided to the complainant. We will record:

- The complainant's details (unless the complaint is anonymous)
- A description of the complaint or issue to be resolved
- The complainant's desired outcome, if known
- Any action taken, or information to help resolve the complaint, including follow-up conversations or correspondence
- How the complaint was resolved (subject to privacy limitations), and the date of resolution.

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## COMPLAINTS POLICY

- 9.1.1 Where further correspondence with a complainant is required (emails or letters), in addition to recording this information within the CRM, this correspondence will also be recorded in Council's Record Management System, and include the complaint reference number.

**10 VEXATIOUS AND UNREASONABLE COMPLAINTS**

- 10.1 Council is committed to balancing the rights of the public to make complaints, with Council's obligations to maintain a safe and respectful workplace for our staff, contractors, and Councillors.
- 10.2 Council takes a zero-tolerance approach to members of the public, or complaints, which are threatening, intimidating, extremely offensive or which can have occupational health and safety risks for Council officers or others. Where a member of the public or a complaint is determined to be vexatious, unreasonable or threatens the health and safety of others, Council's *Dealing with Difficult and Vexations Customers Policy* (POL/228) will apply.

**11 DISCRETION TO REFUSE A COMPLAINT**

- 11.1 Council may refuse to deal with a complaint which is otherwise subject to a statutory or judicial review, or in circumstances where Council's *Dealing with Difficult and Vexations Customers Policy* (POL/228) applies.
- 11.2 Where item 11.1 above applies, Council will advise the complainant of the reason for refusing the complaint, and reserves the right to not respond to any further communication on the specific matter, unless otherwise legally obliged.

**12 POLICY IMPLEMENTATION****12.1 Roles and Responsibilities**

Role	Responsibilities
Frontline staff and Council Officers (including agency staff and contractors)	Frontline staff at Council's customer service centres and staff who have direct contact with customers and clients are responsible for recording and clarifying complaints when received by members of the public.  Where possible these staff, along with Council Officers responsible for service delivery should aim to resolve the issue or complaint in the first instance.
Supervisors and managers	Assist frontline staff and officers to find a reasonable solution which is responsive to the complainant's expectations, and consistent with Council's policies, guidelines, and resources.  Supervisors and managers are responsible for managing the investigation and assessment of Level 2 complaints, where frontline staff were unable to resolve the complaint. This includes communicating timeframes, next steps and outcomes of any Level 2 complaint, and advising a complainant of their rights for an internal review should they be unsatisfied with the outcome.
Manager Customer Service	Oversees the Complaints Policy on behalf of Council, including its implementation and development of internal processes and procedures.  The Manager Customer Service is also responsible for leading and/or coordinating the management Level 3 complaints (Internal Reviews) with the support and guidance of relevant Directors or the CEO. This excludes internal reviews directly related to the Customer Service team or those

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Role	Responsibilities
	related to staff code of conduct.
Manager Governance	Is responsible for leading and/or coordinating the management Level 3 complaints (Internal Reviews) that are related to the Customer Service team, or complaint referrals related to Councillors' Code of Conduct or Governance Rules.  The Manager Governance may also support the Mayor with Level 3 complaints that are related to the CEO.
Manager Human Resources	Is responsible for leading and/or coordinating the management Level 3 complaints (Internal Reviews) that are related to staff code of conduct.  The Manager Human Resources may also support the CEO with any complaints made against a direct report of the CEO, or the Mayor if the complaint is about the CEO.
Manager Organisational Performance & Engagement	Supports the analysis and performance reporting of customer complaints and more broadly, customer experience insights and research.  Complaint data will be regularly analysed to find trends and customer insights to continuously improve customer experience and the planning, design and delivery of Council services, and foster a culture of continuous improvement.
Directors	Directors who have not been involved in, or are not the subject of a complaint, are responsible for supporting or undertaking an Internal Review (Level 3 complaints). This may include making recommendations to the CEO.
Chief Executive Officer	The CEO fosters a work culture where complaints are valued, and encourages an environment where complaints are handled fairly and comprehensively.  The CEO will oversee and manage any complaints made against a direct report of the CEO.
Mayor	The Mayor is responsible for managing and overseeing any complaints made against the CEO with support and guidance from the Manager Governance or Manager Human Resources.
Councillors	Councillors are responsible for ensuring that all complaints received from members of the public are directed to customer service or Councillor support staff to record and action.

- 12.2 This policy will be communicated to all Council staff. A process for managing and recording all complaints within Council's Customer Management System will be put in place within six months of adoption of this Policy. This will include the acknowledgment and communication of resolutions to complainants.

**13 DEFINITIONS AND ABBREVIATIONS**

- 13.1 'Council staff' is any person employed by the Council to carry out the functions of the Council, and the Council's CEO.
- 13.2 'Council contractor' is any third-party engaged by the Council to carry out functions on the Council's behalf.
- 13.3 'the Council' means the body of elected Councillors.

**14 RELATED DOCUMENTS**

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## COMPLAINTS POLICY

## 14.1 Legislative requirements

- Local Government Act 2020
- Public Interest Disclosures Act 2012
- Privacy and Data Protection Act 2014
- Health Records Act 2001
- Victorian Charter of Human Rights and Responsibilities Act 2006
- Health Complaints Act 2016
- Infringement Act 2006
- Ombudsman Act 1973

## 14.2 Council Policies

- Dealing with Difficult and Vexatious Customers Policy
- Infringement Management Policy
- Privacy Policy
- Public Transparency Policy
- Child Safe Policy
- Street and Reserve Tree Policy
- Employee Code of Conduct

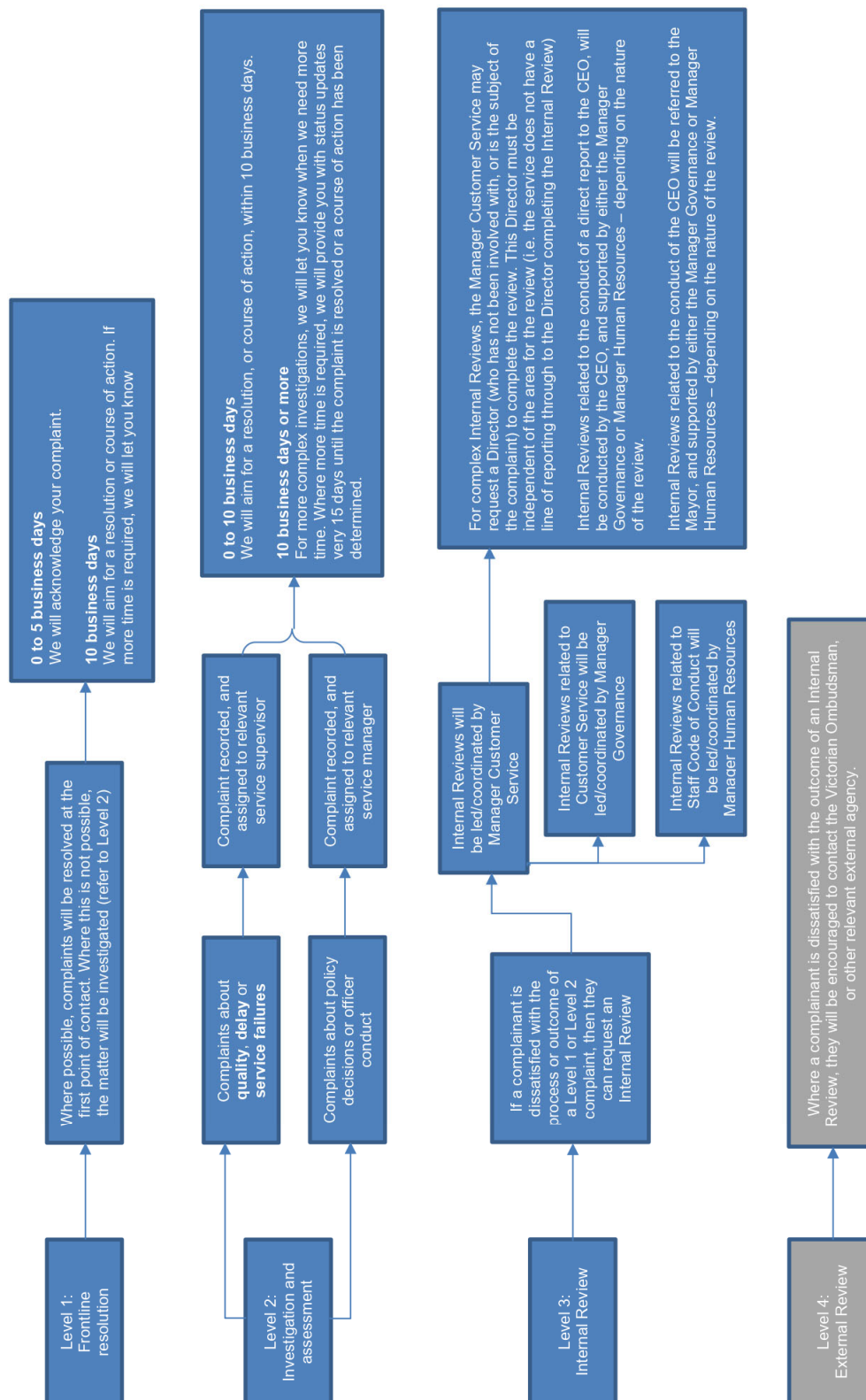
## 14.3 Other supporting information

- Victorian Ombudsman *Councils and complaints – a good practice guide 2<sup>nd</sup> edition*, 26 July 2021.

<b>Date Adopted</b>	###/###/####
<b>Date Re-Adopted</b>	###/###/#### [Leave blank if N/A]
<b>Review Date</b>	###/###/####

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## Appendix 1 – Complaints Procedure Diagram



**Appendix 2 – External Review Agencies**

Complaint	Organisation to contact for external review
<p>Actions or decisions of a Council, Council staff and contractors.</p> <p>This includes failure to consider human rights or failure to act compatibly with a human right under the <i>Charter of Human Rights and Responsibilities Act 2006</i> (Vic)</p>	<p>Victorian Ombudsman <a href="http://www.ombudsman.vic.gov.au">www.ombudsman.vic.gov.au</a></p>
<p>Breaches of the Local Government Acts</p>	<p>Local Government Inspectorate <a href="http://www.lgi.vic.gov.au">www.lgi.vic.gov.au</a></p>
<p>Breach of privacy. Complaint about a freedom of information application</p>	<p>Office of the Victorian Information Commission <a href="http://www.ovic.vic.gov.au">www.ovic.vic.gov.au</a></p>
<p>Corruption or public interest disclosure ('whistleblower') complaints</p>	<p>Independent Broad-based Anti-corruption Commission <a href="http://www.ibac.vic.gov.au">www.ibac.vic.gov.au</a></p>
<p>Discrimination</p>	<p>Victorian Human Rights and Equal Opportunity Commission <a href="http://www.humanrights.vic.gov.au">www.humanrights.vic.gov.au</a></p>
<p>Council elections</p>	<p>Victorian Electoral Commission <a href="http://www.vec.vic.gov.au">www.vec.vic.gov.au</a></p>