



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

**MONDAY, 23 SEPTEMBER 2019**

**7:00 PM**

**COUNCIL CHAMBER, HUME GLOBAL LEARNING CENTRE,  
BROADMEADOWS**

**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.*

This meeting of the Hume City Council will be recorded and published in accordance with Council's Audio Recordings of Council Meetings Policy.



# HUME CITY COUNCIL

---

**Notice of an  
ORDINARY COUNCIL (TOWN PLANNING) MEETING OF THE HUME CITY COUNCIL**  
to be held on Monday, 23 September 2019  
**at 7:00 PM**  
at the Council Chamber, Hume Global Learning Centre, Broadmeadows

---

To:	a: Council	Cr Carly Moore Cr Naim Kurt Cr Joseph Haweil Cr Jodi Jackson Cr Drew Jessop, OAM Cr Leigh Johnson Cr Jack Medcraft Cr Geoff Porter Cr Ann Potter Cr Karen Sherry Cr Jana Taylor	Mayor Deputy Mayor
	b: Officers	Mr Domenic Isola Ms Sue Haviland  Mr Hector Gaston Mr Michael Sharp Mr Peter Waite Mr Daryl Whitfort	Chief Executive Officer Acting Director Communications, Engagement and Advocacy Director Community Services Director Planning and Development Director Sustainable Infrastructure and Services Director Corporate Services

## ORDER OF BUSINESS

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

"I would like to acknowledge that we are meeting on Gunung-Willam-Balluk land. The Gunung-Willam-Balluk of the Wurundjeri are the first and original people of this land. I would like to pay my respects to their Elders, past and present, and the Elders from other communities who may be here today."

### 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 1989 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. 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. Reports not called will be dealt with in a block resolution at the end.

<b><u>Item No</u></b>	<b><u>Title</u></b>	<b><u>Page</u></b>
<b><u>EDUCATION AND EMPLOYMENT</u></b>		
ED033	2020 Education Scholarship Program.....	5
<b><u>HEALTHY AND SAFE</u></b>		
HE100	Seabrook Reserve Masterplan.....	9
<b><u>CULTURE AND COMMUNITY</u></b>		
CC102	Social Justice Charter Annual Report 2019 .....	19
<b><u>SUSTAINABILITY AND ENVIRONMENT</u></b>		
SU439	5 Pecos Place, Roxburgh Park - The development of two double storey dwellings .....	31
SU440	34 Mitford Crescent Criagieburn - Development of a double storey dwelling to the rear of the existing dwelling .....	55
SU441	1440 Hume Highway, Kalkallo - Multilot subdivision of land and the creation of access to a road within a Road Zone Category 1 .....	77
SU442	Statutory Planning Monthly Report September 2019 .....	87
<b><u>GOVERNANCE AND ENGAGEMENT</u></b>		
GE379	2019/20 Growing Suburbs Fund .....	99
GE380	Update of Council's Instrument of Delegation to Members of Council Staff .....	103
GE381	Proposed sale of 65 Kirkham Drive, Greenvale .....	155
GE382	Correspondence received from or sent to Government Ministers or Members of Parliament - August 2019 .....	163

**7. CONFIDENTIAL MATTERS**

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

**RECOMMENDATION:**

**THAT the Council close the meeting to the public pursuant to Section 89(2) (sub sections as listed), of the Local Government Act 1989 to consider the following items, which are confidential for the reasons indicated:**

<b>Report No.</b>	<b>Title</b>	<b>Reason for Confidential</b>
COHE043	Proposal for a State Rugby League Centre - Seabrook Reserve	(d) contractual matters
COCC032	Transfer of Jacksons Hill Land to Hume City Council	(e) proposed developments



COSU136	Works-in-Kind (WIK) Agreement with the developers of 780 Somerton Road, Greenvale for the delivery of Greenvale West Development Contribution Plan Item IT05	(d) contractual matters
COGE257	Designation of Information Provided at a Strategy and Policy Briefing as Confidential Information - September 2019	(h) any other matter which the Council or special committee considers would prejudice the Council or any person

**8. CLOSURE OF MEETING**

**DOMENIC ISOLA  
CHIEF EXECUTIVE OFFICER**

**19/09/2019**

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

---

REPORT NO:	ED033
REPORT TITLE:	2020 Education Scholarship Program
SOURCE:	Joanna Nido, Engagement Support Officer
DIVISION:	Community Services
FILE NO:	HCC19/478
POLICY:	-
STRATEGIC OBJECTIVE:	1.1 Support and enhance skill development and educational opportunities to reduce disadvantage, improve employment prospects and quality of life.
ATTACHMENT:	1. <i>2020 Hume Education Scholarship Program - Nominating Primary School List</i>

---

**1. SUMMARY OF REPORT:**

- 1.1 This report details the proposed recipients of the 2020 Education Scholarships, as nominated by each primary school in Hume City.

This year four new schools were welcomed to the program;

- Aitken Hill Primary School and Oscar Romero Catholic Primary School (Aitken Ward)
- Collingwood English Language School (Refugee Transition School) (Meadow Valley Ward)
- Holy Trinity Catholic Primary School (Jacksons Creek Ward).

- 1.2 As a result of these additions there are now 52 schools participating in the scholarship program. However, whilst Holy Trinity were welcomed into the program, they do not have Grade 6 students in 2019, as such 51 students will receive a scholarship for 2020.

**2. RECOMMENDATION:**

**That Council awards a \$1,000 Education Scholarship to each of the 51 students named in Attachment 1, in recognition of their demonstration of good citizenship and high scholastic achievements throughout their primary education.**

**3. LEGISLATIVE POWERS:**

- 3.1 Provision for the scholarships is within Council's powers under the Local Government Act 1989.

**4. FINANCIAL IMPLICATIONS:**

- 4.1 The financial implication of the scholarship program is \$51,000 (\$1,000 x 51 students).  
4.2 This amount has been allocated in the 2019/2020 budget for this purpose.

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

- 5.1 There are no environmental sustainability considerations relevant to this report.

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

- 6.1 There are no climate change considerations relevant to this report.

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

- 7.1 Hume City's Education Scholarship Program typifies Council's commitment to Social Justice supporting the principles of equitable access and inclusion to learning opportunities and participation in education.

**REPORT NO: ED033 (cont.)**

**8. COMMUNITY CONSULTATION:**

- 8.1 Hume City Primary Schools were consulted regarding the scheduling of the presentation ceremony. The proposed ceremony date of 21 November 2019 has unanimous approval from the local representative sample of both State and Independent Primary Schools.

**9. DISCUSSION:**

- 9.1 Since its establishment in 1999, the year six student Education Scholarship Program has become a feature of the Council calendar. The education scholarships are designed to assist local families with expenses associated in the transition from primary to secondary education.
- 9.2 Over a period of 20 years the Council has awarded a total of 912 scholarships equating to \$569,000.
- 9.3 The scholarships highlight Council's commitment to improving learning outcomes and education completion rates, as outlined in Council's Learning Together 2030 Strategy.
- 9.4 Primary schools are requested to nominate a recipient of a scholarship with consideration of the following criteria:
- a) Demonstration of good qualities of citizenship
  - b) Requires financial support in the transition from primary to secondary education
  - c) Has a record of progress in all areas of the school curriculum
  - d) Is a current resident of Hume City.
- 9.5 52 schools including primary and special development schools in Hume City were invited to nominate a candidate for the 2020 Education Scholarship Program. Students who best satisfied the selection criteria were nominated by their respective schools and are detailed in Attachment 1.
- 9.6 51 of the total 52 primary schools within Hume City have nominated one student to receive a scholarship. Newly established Holy Trinity Catholic Primary School in Sunbury have declined to participate in the 2020 round as they do not have any year 6 students.
- 9.7 Education scholarship funds will be paid directly to the secondary school nominated by the recipient as the school they will attend in 2020. The secondary school will administer the scholarship on Council's behalf.

**10. CONCLUSION:**

- 10.1 The Hume City Council's Education Scholarships are examples of Council's continued effort to advance social justice and education attainment outcomes. By enhancing learning opportunities within Hume City, Council's Hume Education Program not only embraces Hume City's responsibilities as part of the global community but significantly benefit our local Hume Communities.

# REPORTS – EDUCATION AND EMPLOYMENT

23 SEPTEMBER 2019

## ORDINARY COUNCIL (TOWN PLANNING)

Attachment 1 - 2020 Hume Education Scholarship Program - Nominating Primary School List

Attachment 1

### 2020 Hume Education Scholarship Program

Nominating Primary School	Student Name	Amount
1 Aitken College	Luke Menzies	\$1,000.00
2 Aitken Creek Primary School	Kashyap Sreekumar	\$1,000.00
3 Aitken Hill Primary School*	D'Lyla Milford	\$1,000.00
4 Bethal Primary School	Sky Yang	\$1,000.00
5 Broadmeadows Primary School	Ornina Sawa	\$1,000.00
6 Broadmeadows Special Development School	Connor McNally	\$1,000.00
7 Broadmeadows Valley Primary School	Sowmya Ghimire	\$1,000.00
8 Campbellfield Heights Primary School	Omar Sabbouh	\$1,000.00
9 Collingwood English Language School*	Prabash Chhetri	\$1,000.00
10 Coolaroo South Primary School	Montanna Gilford	\$1,000.00
11 Craigieburn Primary School	Jayme Aquilina	\$1,000.00
12 Craigieburn South Primary School	Dhalizae Lesa - Saunoa	\$1,000.00
13 Dallas Brooks Community Primary School	Ayman Obeid	\$1,000.00
14 Gladstone Park Primary School	Noah Williams	\$1,000.00
15 Gladstone Views Primary School	Janelle King	\$1,000.00
16 Good Samaritan Catholic Primary School	Kai Winter	\$1,000.00
17 Goonawarra Primary School	Thehara Mudiyansele	\$1,000.00
18 Greenvale Primary School	Eylul Karadag	\$1,000.00
19 Holy Child Primary School	Maryana Marqus	\$1,000.00
20 Holy Trinity Catholic Primary School*	Declined to nominate	\$0.00
21 Hume Anglican Grammar	Aldrin Sibi	\$1,000.00
22 Hume Valley School	Haley Conder-Whitehead	\$1,000.00
23 Ilim College	Ferhan Muhammed Malik	\$1,000.00
24 Jacana School for Autism	Jackson Bacon-Hill	\$1,000.00
25 Killara Primary School	Tyrone McCamley	\$1,000.00
26 Kismet Park Primary School	Jayden Hodgson	\$1,000.00
27 Meadow Heights Primary School	Austin Kuriathu	\$1,000.00
28 Meadows Primary School	Ali Mahmoud	\$1,000.00
29 Mickleham Primary School	Aleena Noor Mohammad	\$1,000.00
30 Mother Teresa Catholic Primary School	William Camilleri	\$1,000.00
31 Mount Ridley College P-12	Lakesha Henerath	\$1,000.00
32 Newbury Primary School	Ellie Hunt	\$1,000.00
33 Oscar Romero Catholic Primary School*	Senasha Warnakula	\$1,000.00
34 Our Lady Of Mount Carmel Primary School	Lily Pucar	\$1,000.00
35 Our Lady's Primary School	Santa Rafael	\$1,000.00
36 Red Rock Christian College	Nathan West	\$1,000.00
37 Roxburgh Homestead Primary School	Jale Yalcin	\$1,000.00
38 Roxburgh Park Primary School	Nahrein Daniel	\$1,000.00
39 Roxburgh Rise Primary School	Ella Pipe	\$1,000.00
40 School of the Good Shepherd Catholic Primary School	Mahfoud Rezk	\$1,000.00
41 Sirius College	Sumeye Dilber	\$1,000.00
42 St Anne's Primary School	Michaela La Bozetta	\$1,000.00
43 St Carlo Borromeo Catholic Primary School	Hugo Viti	\$1,000.00
44 St Mary's Coptic Orthodox College	Yousif Putrus	\$1,000.00
45 St Dominic's Primary School	Martina Poutris	\$1,000.00
46 Sunbury and Macedon Ranges Specialist School	Nathan Djember-Dawson	\$1,000.00
47 Sunbury Heights Primary School	Imogen Maguire	\$1,000.00
48 Sunbury Primary School	Thomas Yardley	\$1,000.00
49 Sunbury West Primary School	Chloe McCracken	\$1,000.00
50 Tullamarine Primary School	Kaia Harris	\$1,000.00
51 Westmeadows Primary School	Sena Yilmaz	\$1,000.00
52 Willmott Park Primary School	Tamim Anwar	\$1,000.00

\* Denotes new schools in 2019

Total \$51,000.00

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

---

<b>REPORT NO:</b>	HE100
<b>REPORT TITLE:</b>	Seabrook Reserve Masterplan
<b>SOURCE:</b>	Greg McLaren, Manager Urban and Open Space Planning; Alexandra Prendergast, Urban Designer
<b>DIVISION:</b>	Planning and Development
<b>FILE NO:</b>	HCC12/723
<b>POLICY:</b>	-
<b>STRATEGIC OBJECTIVE:</b>	2.1 Foster a community which is active and healthy.
<b>ATTACHMENT:</b>	1. <i>Seabrook Reserve Final Masterplan</i>

---

**1. SUMMARY OF REPORT:**

The Seabrook Reserve Draft Masterplan was exhibited on 15 February 2019 for four weeks. This was followed by key stakeholder engagement with Northern Thunder Rugby Club, NRL Victoria, Sirius College, Brite and the Broadmeadows Progress Association. An opportunity for a shared facility with NRL Victoria to be located at Seabrook Reserve has been identified. This has been subsequently discussed with key stakeholders including NRL Victoria and Northern Thunder Rugby Club. The Seabrook Reserve Final Masterplan has been prepared for adoption by Council. This has been prepared in response to feedback collected from community and key stakeholders and incorporates the opportunity for a partnership with NRL Victoria.

**2. RECOMMENDATION:**

**That Council:**

- 2.1 adopts the Seabrook Reserve Final Masterplan (refer Attachment 1).**
- 2.2 supports the establishment of a National Rugby League State training facility with shared access for Northern Thunder Rugby Club at Seabrook Reserve.**
- 2.3 authorises the CEO to undertake negotiations regarding the apportionment of costs for the shared rugby facilities and access elements depicted in the Seabrook Reserve Final Masterplan.**

**3. LEGISLATIVE POWERS:**

- 3.1 *Local Government Act 1989***
  - Section 189 - Restriction on power to sell land
  - Section 190 – Restriction on power to lease
  - Section 223 - Right to make a submission
- 3.2 *Transfer of Land Act 1958***
  - Section 45 – Form of transfer
- 3.3 *Contract of Sale in respect of land – Contract of Sale (Sale of Land Act 1962).***

**4. FINANCIAL IMPLICATIONS:**

- 4.1** Following the adoption of the Seabrook Reserve Final Masterplan, further negotiation with NRL Victoria will be undertaken to determine the apportionment of costs for rugby facilities at Seabrook Reserve. It is expected that Council will contribute funds for the development of rugby facilities required specifically by Northern Thunder Rugby Club. These costs are yet to be determined but are expected to be considerably lower than the development of a separate club facility by Council.

**REPORT NO: HE100 (cont.)**

- 4.2 Open space and active sport elements which form part of the NRL Victoria facility and surrounds will be funded from Victorian Government Department of Sport and Recreation funding, and present cost savings to Council.
- 4.3 The estimate for implementation of open space elements by Council inclusive of recreation and landscaping in the Seabrook Reserve Final Masterplan is \$3.29 million. This is proposed to be referred for consideration in Council's capital works program.
- 4.4 The estimate for construction of carpark and vehicular access including land acquisition is \$1.43 million, this is subject to further discussion regarding apportionment of costs between Hume City Council and NRL Victoria, as a shared use arrangement is expected.

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

Environmental sustainability is a key principle of the Seabrook Reserve Final Masterplan. Key platforms include promoting walking and cycling, improvement of stormwater run-off entering Merlynston Creek, rehabilitation of the creek corridor habitat and incorporating environmentally sustainable design into the pavilion and housing development.

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

Climate change adaptation has been considered in the preparation of the Seabrook Reserve Final Masterplan through the planning for a net gain in tree canopy coverage across the site and the utilisation of stormwater runoff for passive irrigation of landscaping.

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

Encouraging respectful and safe behavior in the public realm and building community pride is a key outcome of the Seabrook Reserve Final Masterplan as is participation in leisure to achieve outcomes such as health and wellbeing, social connection and community capacity building.

**8. COMMUNITY CONSULTATION:**

- 8.1 Community engagement for the Seabrook Reserve Draft Masterplan commenced on 15 February 2019 with a four-week exhibition and consultation period. This period of community engagement comprised:
  - Your say page and online mapping, online survey/comments section, information regarding the on-site consultation times, design principle fact sheets and display boards.
  - A mail out of the Seabrook Reserve Draft Masterplan, survey and advertising of the on-site consultation dates. Fifty-five properties located in Waranga Crescent and Kitchener Street, received a targeted mail out. This was followed by a mail out to 601 properties in the surrounding area.
  - Two on-site consultation sessions; including a targeted session on 23 February 2019 for the neighbouring residents and a session for the broader community on 2 March 2019. These were held at Seabrook Reserve and included display material such as display boards, design principle fact sheets, the mail out and additional information regarding Meadowlink and other Council documents.
  - Key stakeholders including the Assyrian Society and Northern Thunder Rugby Club were contacted and offered a meeting with Council officers to discuss the Seabrook Reserve Draft Masterplan.
  - A meeting with Sirius College was held to discuss carparking and development proposals with Council officers.
  - Discussions between Brite Industries, Hume Central Secondary College and Council officers.



**REPORT NO: HE100 (cont.)**

- Presentation to Broadmeadows Progress Association on 6 March 2019 to present the Seabrook Reserve Draft Masterplan to 29 attendees and approximately 15 mailout surveys were distributed.
- Advertising consisted of; display of mail out material in the Broadmeadows Hume City Council office and the Broadmeadows Community Hub, posts on the Council's Facebook page and a media release.

**8.2 Feedback received during the four week engagement period is summarised below:**

- Approximately 16 residents attended the on-site engagement session on 23 February 2019.
- Five residents from the wider mail out attended the on-site engagement session on 2 March 2019.
- Forty-nine hardcopy survey responses were received via mail and the on-site consultation sessions.
- Twenty-five surveys were completed online.
- Additional comments were received via the online mapping tool, on-site consultation sessions, direct email and targeted meetings with stakeholders, such as the Broadmeadows Progress Association and Sirius College.

**8.3 Community and stakeholder feedback continued to be received post the four-week engagement period and included:**

- A deputation was received by Council on Monday 8 July 2019 from the Broadmeadows Progress Association.
- A petition containing 350 signatures was received by Council on Monday 12 August requesting that Council 'allocate monies to improve the Seabrook Park facilities and remove housing development from their Master Plan'.
- Discussion between Council officers and representatives of NRL Victoria have identified the opportunity for development of increased sporting facilities at Seabrook Reserve. This has also included engagement between Council and Northern Thunder Rugby Club to discuss shared use facilities and the potential to co-locate with NRL Victoria.
- Sirius College have provided further written correspondence to Council highlighting the importance of considering the localised traffic congestion in any redevelopment of the Reserve. Council officers met with Siruis College representatives to discuss access options and requirements.

**8.4 Four key themes emerged from community consultation namely;**

- (a) Maintaining and enhancing green space in lieu of housing; Overall there was divergent views on the introduction of housing to the Reserve. The petition and deputation focused on this issue, highlighting reduction of open space and amenity as key concerns.
- (b) Community safety and security; Community feedback focused on the safety and security concerns regarding activity currently occurring at Seabrook Reserve.
- (c) The consideration of other sporting activities and facilities; Strong support for additional sporting facilities was evident.
- (d) Traffic and car parking; Community and key stakeholder concerns regarding the existing congestion around Goulburn Street and Cuthbert Street were evident. The predicted increased number of vehicles accessing the reserve presented concerns to the community, particularly due to the singular point of entrance for vehicles.

REPORT NO: HE100 (cont.)

9. DISCUSSION:

9.1 Key elements of the Seabrook Reserve Final Masterplan; including changes made as a result of submissions and discussions with key stakeholders are outlined below:

9.2 Maintaining and enhancing green space in lieu of housing

9.2.1 Land budget:

At 17.36ha, Seabrook Reserve exceeds its sub-district classification, which requires provision of five to six hectares according to Council's Open Space Strategy (2010-2015). The recent opening of Meadowlink Linear Park has increased the available open space within the neighbourhood by 4.3ha, and due to it abutting Seabrook Reserve's northern boundary, increased the effective size of Seabrook Reserve by 2.3ha to 19.66ha.

The Seabrook Reserve Final Masterplan proposes approximately 1.5ha of land for housing development. This retains 91.4% of the existing reserve area for open space purposes and is fully offset by the introduction of the 2.3ha Meadowlink Linear Park land to the northern boundary of the site.

The balance of open space resulting from the introduction of Meadowlink Linear Park and the proposed housing at Seabrook Reserve is provided in the table below:

<b>Current Seabrook Reserve site area</b>	<b>17.36</b>
Proposed housing development	-1.5
Meadowlink Linear Park abutting Seabrook Reserve	+2.3
Meadowlink Linear Park (remainder)	+2
<b>Net amount of open space available for community use</b>	<b>20.16</b>

Through the Seabrook Reserve Final Masterplan and Meadowlink Linear Park Council will deliver a net gain of 2.8ha of open space.

9.2.2 Open space improvement:

The Seabrook Reserve Final Masterplan proposes to improve open space amenities with a new neighbourhood park node, increasing the level of playground provision to a District standard to complement the proposed barbeque and picnic facilities with public toilet. This will ensure that an adequate provision of neighbourhood and Subdistrict open space is retained and improved for the catchment. Significant landscape and tree planting is proposed to enhance the landscape character of the Reserve and result in a net gain of tree canopy coverage across the site.

An arborist report will address community feedback regarding landscape character and trees specifically, identifying trees that are suitable for retention and their necessary protection zones.

Walking and play were highlighted by the community as important activities for the Reserve, hence these aspects of the Seabrook Reserve Final Masterplan have been enhanced to support this and provide a higher level of provision than proposed in the Seabrook Reserve Draft Masterplan.

9.2.3 Amenity:

The proposed location of housing in the Seabrook Reserve Final Masterplan has responded to community feedback regarding overlooking and privacy concerns for adjoining residents. The former Broadmeadows Outdoor Swimming Centre site is now proposed as the site for housing, avoiding impact on existing residential properties with rear interfaces to the Reserve.

REPORT NO: HE100 (cont.)

The former Broadmeadows Outdoor Swimming Centre site has been unavailable for use by the community as open space, so the introduction of housing will not eliminate access to any areas of the reserve currently available to the community.

Other amenity impacts such as impacts on views, can be mitigated by the preparation of built form guidelines. Council has the ability to influence built form outcomes and set a precedent for high quality local development. This could include requiring active frontages and passive surveillance; a high standard of sustainability; and a range of housing products to support housing diversity.

9.3 Community safety and security

9.3.1 Crime Prevention Through Environmental Design (CPTED):

CPTED and the effects of passive surveillance are well documented and incorporated into the *Urban Design Guidelines for Victoria (2017)*. Open spaces with active frontages are generally safer places and have lower incidences of anti-social behaviour than those without. The introduction of housing to overlook the open space in the Seabrook Reserve Final Masterplan is key to addressing the existing safety issues in the Reserve. In turn this will help to protect Council's proposed investment in open space amenities from vandalism or underuse.

Well-designed housing oriented toward the Reserve is a key design principle to help create a more welcoming and inviting place, encouraging increased access and use of the Merlynston Creek corridor and the neighbourhood park node.

The carpark has been located to benefit from increased passive surveillance and improved accessibility. The installation of vehicle gates that can be locked after hours is also proposed to discourage anti-social behavior and inappropriate use of the car parking facilities.

The introduction of NRL Victoria to the site will bring significant additional activity and built form structure to the Reserve. The proposed rugby facilities will also introduce additional lighting and CCTV to the Reserve.

9.4 The consideration of other sporting activities and facilities

9.4.1 Active recreation:

The Seabrook Reserve Final Masterplan demonstrates additional recreation activities such as a sports court, additional circuit paths and exercise stations to complement the use of the reserve as a shared rugby facility.

9.4.2 Rugby:

Seabrook Reserve has been identified as a rugby facility in the Leisure Strategy (2013-2018) and is currently the home of Northern Thunder Rugby Club. Discussions with Northern Thunder Rugby Club have confirmed their preference to remain at Seabrook Reserve with an increased provision for rugby.

9.4.3 NRL Victoria:

Through discussions with representatives from NRL Victoria the opportunity has arisen for a state training facility to be located at Seabrook Reserve. This would comprise an administration base for over 20 staff and would function as the home for the NRL women's league and touch rugby. Infrastructure requirements to accommodate this use include: a pavilion of approximately 2500sqm, one show pitch and three community access competition pitches, inclusive of drainage and irrigation, fencing and goalposts, lighting, pathways and carparking.

REPORT NO: HE100 (cont.)

Discussions between NRL Victoria and Northern Thunder are ongoing and intended to confirm a shared use arrangement. This will include discussions with Council officers regarding broader community use of facilities.

The NRL Victoria proposal is a significant opportunity to provide high quality sporting facilities on the site and access to elite training programs. The proposal is a vast improvement to Northern Thunder's current accommodation and is consistent with the intent to increase the level of active recreation in the Reserve. It is also consistent with community feedback suggesting additional sporting facilities and will allow for community and school access after the operational hours required by NRL Victoria.

Preliminary technical investigations have confirmed the ability to accommodate the NRL state training facility at Seabrook Reserve, subject to further detailed investigations including a site survey and Cultural Heritage Management Plan.

9.5 Traffic and carparking

9.5.1 Congestion and carparking concerns concentrated in the residential streets surrounding the Reserve including Goulburn Street and Cuthbert Street have been noted. A traffic survey commissioned in July 2019 confirmed that during the morning peak period between 8am and 9am Goulburn Street is operating above the desired traffic volumes for the road classification. These volumes can be largely attributed to the operation of Sirius College.

9.5.2 In response to community and stakeholder feedback and further investigations, the Seabrook Reserve Final Masterplan has made the following changes to vehicular access and car parking to disperse traffic through the street network to the north and south of the site:

- a) A central carpark is proposed with access from both Goulburn Street in the south and Dallas Drive to the north of the site. Vehicular access will be possible through the Reserve; however, the configuration of the carpark and traffic treatments will discourage the potential for it to function as an alternative to Blair Street. A key benefit of the reconfigured carpark is the access for Sirius College students arriving by car from northern suburbs such as Dallas, Coolaroo, Meadow Heights and Roxburgh Park (approximately 30% of students). These students will no longer need to use Kitchener or Goulburn Street to access the carpark. This amendment to the Seabrook Reserve Final Masterplan is expected to substantially reduce the traffic volumes during the morning peak in these streets. The northern access will also provide the primary access point for the operation of the NRL facility, this may require minor property acquisition to the north of the Reserve.
- b) Additionally, an application from Sirius College for indented car parking bays on Goulburn Street and Cuthbert Street has been approved by Council's traffic department. This will enable two-way vehicle movements and improve the traffic flow during the morning peak in these streets.
- c) Additional parking in the Will Will Rook/Camp Road carpark is also proposed for access by Sirius College and other users of the Reserve, such as the rugby clubs on carnival days. Walking and cycling connections through the site are also expected to reduce vehicle trips and demand for car parking.
- d) These measures will ensure that any additional traffic generated by the introduction of housing to the Reserve will be more than offset by the dispersal of school related traffic to surrounding streets, improved traffic flow and demand reduction.

REPORT NO: HE100 (cont.)

9.6 The Seabrook Reserve Final Masterplan

9.6.1 The Seabrook Reserve Final Masterplan provides Council with the opportunity for significant renewal and major upgrade of the site. The Seabrook Reserve Final Masterplan aims to incorporate the feedback gathered during consultation and represents an appropriate and balanced response to community and stakeholder feedback.

Key attributes of the Seabrook Reserve Final Masterplan include:

- a) Substantial upgrade to the provision of sporting infrastructure with a National Rugby League State training facility comprising a pavilion of approximately 2500sqm, show pitch and three competition pitches.
- b) Centrally located carpark with access from Goulburn Street and Dallas Drive to disperse traffic movements through the broader neighbourhood and manage congestion on local streets.
- c) Open space and passive recreation upgrades including a district level playspace, barbeque and picnic facilities, public toilet, circuit paths, exercise equipment, sports court, creek rehabilitation and revegetation.
- d) Housing development located on the former swimming centre site to provide increased presence and passive surveillance to the creek corridor and the Reserve.

**10. IMPLEMENTATION**

10.1 The implementation of the Seabrook Reserve Final Masterplan requires the coordination of the three main components of the proposal; the active sports precinct, the open space and recreation components and the future residential development.

10.1.1 Active sports precinct

- (a) NRL Victoria aims to deliver the rugby facilities in 2020/21.
- (b) A lease agreement between NRL Victoria and Council is required to secure the land for use and development of the rugby facility.
- (c) Functional agreements are required between NRL Victoria, Northern Thunder Rugby Club and Hume City Council to facilitate the shared use of the facility.
- (d) NRL Victoria will be responsible for the delivery of the rugby components in the Seabrook Reserve Final Masterplan, with potential financial contributions from Council to support Northern Thunder Rugby Club subject to further discussion and endorsement by Council.

10.1.2 Open space and recreation upgrades

- (a) Open space and recreation upgrades will be delivered through Council's capital works program.

10.1.3 Future residential development parcel

- (a) Further investigation and analysis is required to prepare the land for "future housing" development. Following this work, statutory processes to sell the land and introduce appropriate planning controls will be undertaken which will require further public exhibition and input from the community.

**REPORT NO: HE100 (cont.)**

**11. CONCLUSION:**

The Seabrook Reserve Final Masterplan has undergone a comprehensive community and stakeholder engagement process. This has contributed to a Seabrook Reserve Final Masterplan that has incorporated significant feedback while aiming to maintain the design principles established in the Seabrook Reserve Draft Masterplan. A range of activity and use such as housing with active frontages, improved movement connections and upgraded recreation facilities; including a shared facility with NRL Victoria are reflected in the Seabrook Reserve Final Masterplan. The elements and layout of the Seabrook Reserve Final Masterplan will work together to improve the safety, functionality and activity options within the Reserve.

# SEABROOK RESERVE FINAL MASTERPLAN



1:5000 @ A4

## LEGEND:

### RECREATION:

- Community rugby pitches
- NRL show pitch
- Pavilion
- Sports court
- Vehicular access with gate
- District playground
- BBQ and picnic facilities including public toilet
- Exercise station
- Car park
- Will Will Rook Cemetery integrated with creek corridor
- Existing walking and cycling paths
- Proposed circuit paths
- Upgraded pedestrian bridge

### ENVIRONMENT:

- Re-vegetated creek corridor
- Rehabilitated waterway
- Improved landscaping and native vegetation
- Trees to be retained

### HOUSING:

- Future housing with active frontages to open space
- Local road
- Indicative vehicular access

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



REPORT NO:	CC102
REPORT TITLE:	Social Justice Charter Annual Report 2019
SOURCE:	Julie Andrews, Community Capacity Building Coordinator; Anna Boland, Hume Early Years Hubs Support Coordination ; David Henry, Coordinator Community Development
DIVISION:	Community Services
FILE NO:	HCC
POLICY:	Social Justice Charter 2014
STRATEGIC OBJECTIVE:	3.1 Foster socially connected and supported communities.
ATTACHMENT:	1. <i>Social Justice Annual Report 2019</i>

**1. SUMMARY OF REPORT:**

- 1.1 This report is to inform Council of the progress, achievements and outcomes of the current three Social Justice Charter Action Plans which are at various stages of implementation:
  - 1.1.1 Community Safety Action Plan (CSAP)
  - 1.1.2 Multicultural Action Plan (MAP) now the Multicultural Framework
  - 1.1.3 Reconciliation Action Plan (RAP)
- 1.2 The report covers the period 1 July 2018 to 30 June 2019.

**2. RECOMMENDATION:**

**That Council:**

- 2.1 notes the 2018/19 Social Justice Charter actions and achievements.**
- 2.2 adopts the Social Justice Charter Annual Report 2019.**

**3. LEGISLATIVE POWERS:**

- 3.1 The *Local Government Act (1989)* identifies that the “primary objective of a Council is to endeavour to achieve the best outcomes for the local community having regard to the long term and cumulative effects of decisions”. Furthermore, Council’s must give regard to the objective “to improve the overall quality of life of people in the local community”.
- 3.2 Hume City Council’s Social Justice Charter aims to advance a fair and just society and to promote respect for every citizen, encourage community participation, strengthen community wellbeing and reduce the causes of disadvantage. Within the Charter, the definition of Social Justice includes: “...that every effort should be made to reduce economic and social inequality. All people should be guaranteed equal human rights and all people should be enabled to participate fully in society”.

**4. FINANCIAL IMPLICATIONS:**

- 4.1 All activities undertaken to implement Social Justice Charter actions were funded through existing operational budgets. There are no additional financial implications of this report.

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

- 5.1 There are no environmental sustainability considerations arising from this report.

**REPORT NO: CC102 (cont.)**

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

- 6.1 The Social Justice Action Plans, developed within the Social Justice framework, ensure that the organisation delivers services and activities that aim to redress disadvantage and increase participation in community life by building community resilience. It is well documented that communities that are more engaged, connected and resilient in general are also more resilient to climate change impacts.
- 6.2 Activities outlined in the Social Justice Charter Action Plans and Frameworks include services and programs that engage and educate community members about actions to reduce the incidence of inefficient and costly home energy use, encouraging improved thermal comfort despite increased impacts of heatwaves and rising energy costs.

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

- 7.1 The Social Justice Charter provides a framework for the organisation to ensure the rights of the Hume community are upheld. This framework not only meets the obligations of the Charter of Human Rights and Responsibilities Act Vic (2006) but strengthens the City's commitment to Social Justice by providing a policy platform from which Council can deliberatively work to redress disadvantage.
- 7.2 The Social Justice Charter Action Plans (Reconciliation Action Plan, Community Safety Action Plan and the Multicultural Framework) demonstrate how Council's commitment to the application of the Charter of Human Rights and Responsibilities Act Vic (2006) is put into action.

**8. COMMUNITY CONSULTATION:**

- 8.1 The Hume Community Safety Advisory Committee (CSAC) continues to inform Hume City Council regarding priorities and actions in relation to community safety initiatives within the framework of the Community Safety Action Plan. The Hume Community Safety Advisory Committee is attended by a variety of representatives from across the community including Victoria Police, Whittlesea Hume Local Learning and Employment Network (WHLEN) for the L2P Program, Community Health, Department of Health and Housing (Public Housing), Women's Health in the North and local retail and traders, residents' associations and neighbourhood houses
- 8.2 Extensive community consultation was undertaken towards the development of the Multicultural Framework. 145 people provided verbal or written comment on the draft Framework. Consultation activities included:
  - 8.2.1 Workshops for community members and service providers
  - 8.2.2 An online survey
  - 8.2.3 Face-to-face drop-in consultations sessions held in Sunbury, Craigieburn, and Craigieburn
- 8.3 Oversight and implementation of the Reconciliation Action Plan and Multicultural Framework occur internally by the respective Social Inclusion Committees which have strong cross departmental representation. These groups are responsible for tracking progress of the implementation of the Reconciliation Action Plan and Multicultural Framework, identifying professional and service development opportunities to build the organisation's capacity to provide equitable access to services and programs for the population groups identified in the Social Justice Charter Action Plans and Frameworks.

**9. DISCUSSION:**

**9.1 Community Safety Action Plan 2015 - 2019**

- 9.1.1 This is the fourth annual report on the progress and achievements of the Community Safety Action Plan. Highlights are included in the Community Safety Action Plan 2019 Annual Update (**Attachment 1**).

REPORT NO: CC102 (cont.)

9.2 Multicultural Action Plan 2014 – 2019

- 9.2.1 In its final year of implementation, key outcomes have been achieved working together with various services in partnership.
- 9.2.2 Highlights achieved are included in the MAP 2019 Annual Update (**Attachment 2**).
- 9.2.3 The Multicultural Action Plan Working Group (MAPWG) has provided support and advice on the implementation of the Multicultural Action Plan. This year, a subcommittee of the broader MAPWG led the Refugee Week Cohesion Festival held at the Hume Global Learning Centre, Broadmeadows.
- 9.2.4 The Multicultural Action Plan Working Group (MAPWG) has been re-formed as the Multicultural Advisory Group (MAG) due to the extensive community consultation on the Multicultural Action Plan and subsequent development of the Multicultural Framework. The MAG replaces and builds on the important work undertaken by the MAPWG and is comprised of the same diverse membership as the MAPWG. MAPWG members provided key input to the consultation and review of the Multicultural Action Plan.
- 9.2.5 The MAG will play a similar advisory role as before; to inform Council about needs and issues in the sector, as well as guide Council regarding the implementation of the Multicultural Framework. The MAG will advocate for the local community and progress issues of importance for Hume City at a State and Federal government level.

9.3 Reconciliation Action Plan 2018-2022

- 9.3.1 The Reconciliation Action Plan Working Group (RAPWG) formed a new advisory group consisting of diverse representatives of Hume's Aboriginal and Torres Strait Islander community. An expression of interest process was conducted, and terms of reference endorsed. The group will guide and monitor Hume's progress as it delivers on the Reconciliation Action Plan. The first meeting of the RAPWG was held on June 26, 2019.
- 9.3.2 Highlights achieved are included in the Reconciliation Action Plan 2019 Annual Update (**Attachment 3**).

10. **CONCLUSION:**

- 10.1 Hume City Council remains committed to the principles of Social Justice which have underpinned the development and implementation of the Community Safety Action Plan, Reconciliation Action Plan and Multicultural Framework. Significant activities were undertaken in implementing the Social Justice Charter Action Plans in 2018-2019. This included reviewing the Multicultural Action Plan and developing the Multicultural Framework. Council Officers will continue to work in partnership with service providers and the Hume community to advance social justice outcomes in Hume City.

**REPORT NO: CC102 (cont.)**

**THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK**

Attachment 1

# HUME CITY COUNCIL 2019 ANNUAL UPDATE COMMUNITY SAFETY ACTION PLAN 2015 – 2019



The Community Safety Action Plan (CSAP) was adopted by Council in July 2015 for the period 2015 - 2019. This is the final year of progress and achievements of the CSAP and covers the period 1 July 2018 to 30 June 2019.

As a result of community consultation, six key strategic directions for community safety have been identified in the CSAP:

1. Community Safety
2. Safety in the Home
3. Transport Safety
4. Family Violence and Women's Safety
5. Community Capacity Building
6. Partnerships, Lobbying and Advocacy

## 2018/19 Key Projects: Hume Road Safety Forum for the Punjabi Community

The aim of the forum was to educate, inform and provide resources to Hume's ever growing Punjabi community. Topics discussed included:

- Licence and registration requirements
- Obligations and responsibilities of drivers and passengers
- Consequences of breaking road rules
- How to obtain legal aid if required



In **2018/19**  
**3,376**  
incidents of family violence

Crime Statistics Agency, Victorian Local Government Area - Hume

**2,531**  
incidents of theft which is the highest reported crime in Hume city



## 2018/19 Key Projects: *Continued*

### Transport safety

#### Promote safe driver behaviour actions

- ✓ The Fit2Drive workshop (F2D) is a half-day session conducted in schools with all students at Year 11 level. Each year nearly all Hume secondary schools are involved. The F2D workshop supports students to make good decisions when faced with risky driving situations, both as passengers, and in future driving practice. F2D focuses on changing attitudes and behaviours - not driving skills.

#### In the 2018/19 period:

- A total of 13 Hume secondary schools participated in the program, with approximately 2,143 students receiving the information.
- Fit2Drive delivered a Smarter Moves Community Road Safety Forum in Broadmeadows on the 20th of June that was attended by 26 young people and their parents/guardians.
- ✓ The **L2P Learner Driver Program** aims to assist learner drivers, between the ages of 16-20 years of age, who have been identified as facing significant barriers which may prohibit them from obtaining their 120 hours driving experience required to apply for a probationary licence.  
**In the 2018/19 period:**
  - Eight program learners obtained their probationary licence.
  - 88 active learners were registered within the L2P program.
  - 498 hours of supervised driving was provided by 15 active volunteer mentors.
  - A total of 595 hours was logged by all L2P program Learners.
  - Council was successful in receiving funding from VicRoads to deliver the TAC Learner Driver Mentor Program (L2P) for another four years
- ✓ On Thursday 18 October 2018 a **Public Transport Safety Forum** was held in partnership for the Multicultural Centre for Women's Health and Public Transport Victoria.
- ✓ **Emergency and Community Safety Expo** held on 6 October 2018 at the Homestead Community and Learning Centre. CFA, Ambulance, SES, St John Ambulance, Victoria Police and other community safety agencies worked in partnership for this very successful community event attended by approximately 250 residents.
- ✓ Council was successful in receiving \$18,578 in funding from VicRoads for a variety of **Community Road Safety information and education sessions** including Bike Ed Instructor Training, Motorised Mobility Devices, Road Safety for New Arrivals, Wiser Walker Wise Traveller, Safe Driver, Years Ahead (RACV) and Wiser Driver. These sessions will be implemented through the 2019/20 calendar year.

### Family Violence and Women's Safety

#### Initiatives that reduce and raise awareness of family violence have included:

- ✓ Youth Services have continued to offer community training and programs regarding respectful relationships.
- ✓ Maternal and Child Health is continuing work to identify and respond to reports of family violence as part of Key Ages and Stages (KAS) visits.
- ✓ Council partnered with State Government and the Hume Crew (Community for Respect and Equality for Women) to deliver a '16 Days of Activism Against Gender-Based Violence' community event that was held at Hume Tennis and Community Centre on 8 December 2018.
- ✓ The Broadmeadows Community Hub delivered an Early and Forced Marriage Workshop in partnership with the Australian Muslim Women's Centre for Human Rights on 25 March 2019.
- ✓ Newbury Child and Community Centre hosted a Newbury Women's Network Launch Dinner with a guest speaker from the Australian Federal Police. The Women's Network meets monthly and aims to facilitate women's leadership and empowerment opportunities for women living in the Craigieburn community.
- ✓ The Homestead Community and Learning Centre held an inaugural dinner for the Roxburgh Park Women's Circle on 26th June. The aim of the group is to build strong friendships and resilient networks amongst local women.
- ✓ A Gender Equity Action Plan has been developed by an internal working group for Hume City Council staff.
- ✓ Women's Health in the North delivered Bystander Training to Hume staff.
- ✓ To celebrate **International Women's Day (IWD) 2019**, Gee Lee-Wik Doleen Gallery hosted a special event to launch the remarkable exhibition *Then Came Roses* by local artists Heba Moubarak and Catalin Bilikopf-Mujica. The IWD event saw an address from members of Good People Act Now (GPAN), a youth-led community group in Broadmeadows, working to promote gender equality and end violence against women.  
The Voices of Peace Choir - part of the Assyrian Chaldean Syriac Women's Group – also performed to lively songs. Choir members are from Iraq, Syria, Lebanon & Egypt, with the majority from Refugee backgrounds.



Attachment 2

# HUME CITY COUNCIL 2019 ANNUAL UPDATE MULTICULTURAL ACTION PLAN 2014 – 2018



The Multicultural Action Plan (MAP) guided Council practice through 2018/2019 financial year. On 24 June 2018, Council adopted the Multicultural Framework which replaces the MAP. This summary report presents some of the highlights and achievements of the MAP and covers the period 1 July 2018 to 30 June 2019.

The MAP has been developed within Hume City Council's Social Justice Policy Framework. Three themes are actioned in the MAP:

### 1. Information

Two way communications between Council and the community is crucial. This theme aims to improve the community's access to appropriate services and easy to understand information from Council.

### 2. Access and Participation

Actions identified in this theme aim to improve the health, wellbeing and social inclusion of the multicultural community by increasing engagement and partnerships with the local community and other stakeholders.

### 3. Advocacy

Advocating alongside the multicultural community, Council aims to promote and protect the human rights of the community and increase access to services and infrastructure. This theme aims to build the capacity of the Hume community to advocate for their needs.

Hume residents come from



Hume residents speak



44.8%

Hume residents speak a language other than English



Permanent Settlers 2018

4.7%

Proportion of all Melbourne Metro permanent settlers residing in Hume in 2018



24.7%

Proportion of all Melbourne Metro Humanitarian settlers residing in Hume in 2018

Australian Government, Department of Social Services Settlement Database





## 2018/19 Key Projects:

The **Energy Saving in the Home** video in Turkish, made in partnership with Uniting (Energy and Financial Inclusion) and the Northern Turkish Women's Association. The Sustainable Environment Department collaborated with Community Strengthening (bilingual Engagement Officer) to develop and deliver the training and video to the Hume community.

Council has developed and delivered a DHHS funded **Refugee Immunisation Project** focused on supporting refugees and asylum seekers to have their immunisation status assessed, before being connected with a local immunisation service provider. To date, the project has assessed the immunisation histories of over 4,000 refugee and asylum seekers and connected over 2,800 of these individuals with a service provider to receive their required vaccines.

During the delivery of the project, immunisation coverage rates amongst this cohort have increased from approximately 20% to over 55%. This project is of state-wide significance - delivering new data and insights about the unique health needs of refugees and asylum seekers and piloting a model that may be considered for state-wide roll-out.

**Multicultural Framework** – following consultation with over 100 community members and stakeholders, we developed a new whole-of-Council Framework to guide Council in meeting the needs of Hume's diverse community. This document replaces the previous Multicultural Action Plan.

During the period of July 2018 - May 2019 the Sustainability team conducted five **Tree Planting Sessions** engaging over 200 residents from a variety of faith and cultural groups in Craigieburn, Meadow Heights and Westmeadows.

From October 2018 through September 2019, the new **StartNorth Coworking Space** opening October 2019 collaborated with LaunchVic to run 14 workshops to help support local startups, scaleups and small businesses. Over 160 residents have attended from diverse business backgrounds.

In May 2019, the Gallery Space at the Hume Global Learning Centre Broadmeadows hosted **STRENGTH OF SILENT VOICES - Ava Tapestry Classes**.

Ava was established in 2016 to provide space for women from different backgrounds, who are rebuilding their lives in Australia, to express feelings of sadness, anger and hope while sharing their unique stories and gifts through activities such as weaving. Their challenge has been to break down the walls of stigma through the power of crafting, friendship, and trust; to restore hope and rebuild their lives in a new environment and country. Led by experienced weavers from the Australian Tapestry Workshop, the classes run across the Northern Suburbs of Melbourne bringing together women from different backgrounds - Iranian, Eritrean, Somali, Congolese, Indian, Turkish, Syrian, Iraqi, Nepalese, Indonesian and Tamil.



The **Hume Interfaith Network** developed a new strategic plan to guide its work over coming years.

In partnership with Melbourne PolyTechnic the Hume Community Hubs are training women to become **volunteer English tutors**. Since commencing, 46 women from 9 Hume Community Hubs have completed or are currently completing the training to become a voluntary tutor. Tutoring Clubs have been established in four Hume Community Hubs. The Tutoring Clubs bring together women from the Hubs who have been trained as volunteer tutors and their students. Both tutors and students are women from migrant and refugee backgrounds.

## 2018/19 Highlights:

- ✓ On 18 October 2018 a **Bring Your Bills Day** was held at the Broadmeadows Community Hub with strong participation from Arabic speaking residents. 45 people received one-on-one consultations about billing to ensure they receive appropriate concessions and the best possible pricing for utilities.
- ✓ The fifteen Hume Community Hubs expanded their **English language programs** to 44 through additional funding in 2018/19. The English language programs are delivered through partnerships with neighbourhood houses and direct employment of English teachers. There is a greater variety of English programs to suit the needs of the refugee and migrant population.
- ✓ The **Hume Tax Help Program** is a partnership with the Australian Taxation Office and in July 2018 proudly celebrated the tenth anniversary of Council providing this invaluable service to low income members of the community.  
Of the many residents that use the service, those coming from a non-English speaking background appreciate and take advantage of the bilingual Tax Help Volunteers engaged.

- ✓ The **Refugee Day event – Cohesion festival** was held at the Hume Global Learning Centre – Broadmeadows. The day started with a smoking ceremony to welcome participants, and included addresses by the Mayor, Cr Carly Moore and Local MP Maria Vamvakinou.  
There were stall holders from a range of settlement and support services, the emergency services and Hume City Council as well as free children's activities. The day included entertainment/performances from 13 culturally diverse groups and a delicious multicultural lunch was provided for more than 1000 attendees that visited over the course of the day.
- ✓ In celebration of **Cultural Diversity Week, Harmony Day** is an opportunity for us to support our strategic objectives in our Council Plan and embrace Australia's multiculturalism, through inclusiveness and respect. The aim is to create a sense of belonging for everyone who calls Australia home.  
The Community Strengthening department hosted a Lunchbox Session to mark the event. The day included staff noting on a world map where their family was from, and also sharing a dish of food - and being invited to share what, where from and why they chose it.



Attachment 3

# HUME CITY COUNCIL 2019 ANNUAL UPDATE RECONCILIATION ACTION PLAN 2018 – 2022



The revised Reconciliation Action Plan (RAP) was adopted by Council in March 2018 for the period 2018 – 2022. This annual report summary covers actions delivered during the period from 1 July 2018 – 30 June 2019.

As a result of community consultation, three themes have been identified in the RAP. These themes are as follows:

## 1. Respect / Inform

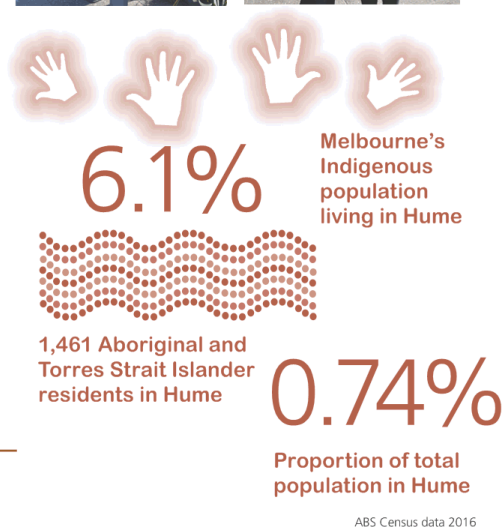
Promoting respect and recognition for Aboriginal and Torres Strait Islander people through enhanced two-way communication between Council and community.

## 2. Relationships / Access and Participation

Building stronger relationships between Aboriginal and Torres Strait Islander people and the broader community, to strengthen community connection through shared learning.

## 3. Opportunities / Advocacy

Advocate for and with Aboriginal and Torres Strait Islander people on Social Justice Issues.



Hume currently has the fourth largest Indigenous population in Greater Melbourne



### 2018/19 Key Projects:

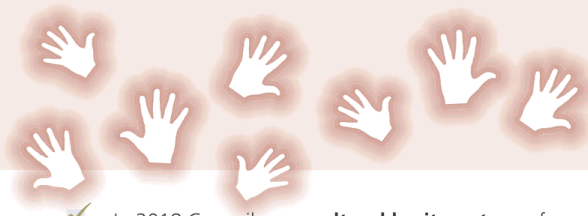
In November 2018, exhibiting artist Heather Hesterman and local Aboriginal bushtucker specialist Jo Russell collaborated to present two **'Bushtucker and Contemporary Art Walks'** for Hume community members at Woodlands Park in Greenvale.

The walks offered participants specialist knowledge in local indigenous bush foods as well as an opportunity to partake in an art project that drew attention to the local natural environment.

The **Bush Tucker Walk and Talks** were also held in

- Woodlands Historic Park as part of a Family Day organised by Children, Youth and Family Services on Saturday 19 January 2019 where 30 people attended.
- On Thursday 11 April 2019 at The Nook in Sunbury, 70 people attended a School Holiday Bush Tucker Walk and Talk.
- As part of the NAIDOC week events on Thursday 30 May 2019, 15 people attended a Bush Tucker Walk and Talk at the Golden Sun Moth Park in Craigieburn. It gave participants an awareness and appreciation of Aboriginal culture and

knowledge about traditional uses for native plants and cultural practices such as scar trees. Attendees shared damper and enjoyed hot lemon myrtle tea.



- ✓ On Saturday 15 September 2018, 140 community members attended a tour of the **Sunbury Rings Complex**. The three Earth Rings are a permanent indentation in the land from continued traditional Aboriginal cultural ceremonial use in the space.



- ✓ In 2018 Council ran a **cultural heritage tour** of the Sunbury area to provide staff with a greater awareness of the Indigenous cultural heritage of the area. This was hosted by a Wurundjeri elder, who presented on his ancestor's connection to country and what the sites mean to Indigenous people today.



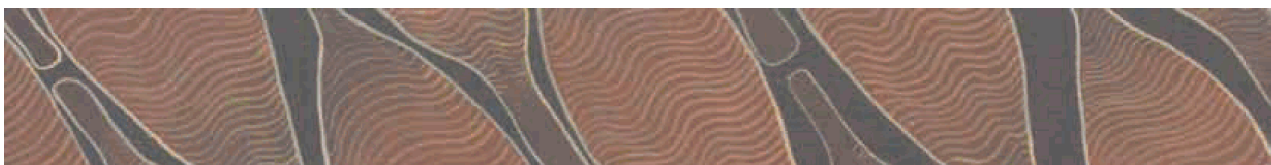
- ✓ Council collaborated with the Wurundjeri Narrap Team on a **cultural burn at the Wurundjeri Conservation Reserve** in Sunbury that supports several Earth Rings. The event was an opportunity for Council staff, a contractor and the Narrap team to exchange knowledge about contemporary and traditional burning practices. The event was documented in a short film and was well attended.



- ✓ Council engaged a heritage consultancy to undertake a **Cultural Values Assessment of the Mt Holden Reserves**. This involved a desktop assessment of the Indigenous cultural values associated with the site and its relationship to the surrounding landscape, and an on-site meeting with male and female Wurundjeri elders to garner their knowledge of how their ancestors did/may have interacted with the site. This information is being documented and will be provided to Council in the coming months.







- ✓ Council recently completed the final stage of **soil erosion management works at Albert Road Nature Reserve** in Sunbury. Prior to commencing the works a **Cultural Heritage Management Plan (CHMP)** was undertaken as part of Council's requirements under the Aboriginal Heritage Act 2006 to protect Indigenous cultural heritage through development.

Through the archaeological surveying of the site it was estimated that the site contains tens of thousands of artefacts, highlighting the historic importance of the site to Indigenous people. The works were undertaken in accordance with the CHMP and all artefacts unearthed were reburied on-site.



## 2018/19 Highlights:

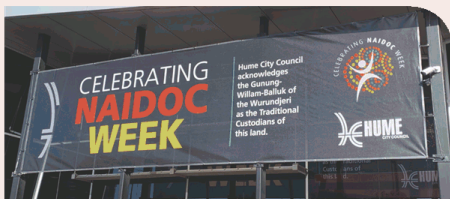
### NAIDOC Week and Reconciliation Week activities included:

- ✓ **Reconciliation Action Plan Working Group (RAPWG)** formed a new advisory group consisting of representatives of Hume's Aboriginal and Torres Strait Islander community to guide and monitor Hume's progress in delivering the RAP.



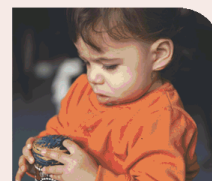
RAP Working Group Members (L-R): Tony McCartney, Corey Williams, Tracey Evans, Davina Woods, Abby Johnson and Cr Leigh Johnson (seconding Cr Naim Kurt).

- ✓ **NAIDOC Week 2018 celebrations** included a flag raising ceremony attended by over 100 community members. The event featured:
  - A shared meal
  - Activities for children and young people
  - The launch of the exhibition 'Because of Her we can' by local Aboriginal artists Tamara Lovett and Sharna Smith.



- ✓ Lead by an internal working group, Hume City Council delivered a suite of events across the municipality to celebrate **Reconciliation Week** in May 2019. The events included:

- Rowena Price a Yorta Yorta/Palawa woman delivered **Wayapa sessions** that combine mindfulness with traditional Aboriginal movements and a narrative meditation to teach the importance of connecting to earth and nature for holistic wellness. 17 people attended the staff workshop in Broadmeadows on the 28th of May and 22 people attended the community workshop in Sunbury on the 29th of May 2019.
- A **Reconciliation Week event** was held at the Sunbury Seniors Centre and over 50 people came together to share lunch, learn about shared histories and enjoy some entertainment. Aunty Julieanne Axeford from the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation performed a Welcome to Country and the local Wotjabaluk Dance Group provided an amazing cultural performance that was well received by the attendees.



THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

---

<b>REPORT NO:</b>	SU439
<b>REPORT TITLE:</b>	5 Pecos Place, Roxburgh Park - The development of two double storey dwellings
<b>SOURCE:</b>	Steven Oscari, Town Planner
<b>DIVISION:</b>	Planning and Development
<b>FILE NO:</b>	P22112
<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>	1. <i>Locality and Zoning Map</i> 2. <i>Plans</i>

---

<b>Application No:</b>	P22112
<b>Proposal:</b>	The development of two double storey dwellings
<b>Location:</b>	5 Pecos Place, Roxburgh Park
<b>Zoning:</b>	General Residential Zone – Schedule 1
<b>Applicant:</b>	Tom Motta Building Designer
<b>Date Received:</b>	21 March 2019

---

**1. SUMMARY OF REPORT:**

Planning approval is sought to develop two double storey dwellings at 5 Pecos Place, Roxburgh Park. Notice of the application was given and three objections were received. The application has been assessed against the relevant policies and provisions of the Hume Planning Scheme including consideration of the issues raised in objections. On balance the proposal is considered acceptable and 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 two double storey dwellings at 5 Pecos Place, Roxburgh Park, subject to the following conditions:

- 2.1 Before the development permitted by this permit commences, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the plans dated 28 June 2019 but modified to show:**
- a) A materials and colour schedule.
  - b) Title boundary measurements to be included to the ground floor plans.
  - c) Increase front setback of living room of Dwelling 1 by 500 millimetres whilst maintaining the 1 metre setback between the two proposed dwellings.
  - d) The capacity of each storage area to be added to the ground floor plan to comply with Standard B30 of the Hume Planning Scheme.
  - e) Increase the setback of the garage to Dwelling 2 by 100 millimetres to have total setback of 5.5 metres, whilst still maintaining a 6 metre long garage.
  - f) Landscaping details pursuant to condition 3 of the planning permit.

**REPORT NO: SU439 (cont.)**

- 2.2** The development shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.
- 2.3** 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 drawn to scale with dimensions and three copies must be provided. The landscaping plan must show:
- (a)** The location of all existing trees and other vegetation to be retained on site.
  - (b)** Provision of canopy trees with spreading crowns located throughout the site including the major open space areas of the development.
  - (c)** planting to soften the appearance of hard surface areas such as driveways and other paved areas.
  - (d)** a schedule of all proposed trees, shrubs and ground cover, which will include the size of all plants (at planting and at maturity), their location, botanical names and the location of all areas to be covered by grass, lawn, mulch or other surface material.
  - (e)** the location and details of all fencing.
  - (f)** the extent of any cut, fill, embankments or retaining walls associated with the landscape treatment of the site.
  - (g)** details of all proposed hard surface materials including pathways, patio or decked areas.
- 2.4** Once the approved development has started, it must be continued and completed to the satisfaction of the responsible authority except with the prior consent of the responsible authority.
- 2.5** 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.
- 2.6** The external materials finishes and paint colours of the approved building must be to the satisfaction of the responsible authority.
- 2.7** All services, including water, electricity, gas, sewerage and telephone, must be located and installed underground to the satisfaction of the responsible authority.
- 2.8** Any services within the road reserve requiring relocation must be approved by the relevant service authority and carried out and completed to the satisfaction of the responsible authority.
- 2.9** Before the use starts or the development is occupied or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.
- 2.10** The whole of the land, including any landscaped and paved areas, must be graded and drained to the satisfaction of the responsible authority so as to prevent the discharge of stormwater causing damage from the land across any road or footpath or onto adjoining land. All stormwater storage tanks must have the overflow pipe connected to the legal point of discharge to the satisfaction of the responsible authority.

The following conditions (11-15) are required by Council's Civil Design Department:

**REPORT NO: SU439 (cont.)**

- 2.11 Stormwater from all paved area must be retained within the property and drained to the sites underground stormwater system.**
- 2.12 A separate underground drainage system is to be designed to cater for each dwelling and connect to the legal point of discharge for the site. An additional legal point of discharge for the 2<sup>nd</sup> dwelling may be requested.**
- 2.13 The internal stormwater drainage design must be approved by a Relevant Building Surveyor under the Building Regulation 2006, Reg. 610.**
- 2.14 Any cut or fill must not interfere with the natural overland stormwater flow.**
- 2.15 No polluted and / or sediment laden runoff is to be discharged directly or indirectly into Council's drains or watercourses during construction.**

**The following conditions (16-19) are required by Council's Traffic Department:**

- 2.16 New vehicles crossings and/or modifications to existing vehicle crossings require an application for a 'Consent to Dig in the Road Reserve' permit for a vehicle crossing to be submitted to Council for approval. A copy of the Council endorsed plan showing all vehicle crossing details is to be attached to the application. Any service relocations are to the approval of the Service Authority and at the owner's cost.**
- 2.17 The proposed crossover must have a minimum clearance of 2.5m to any tree or consultation with parks department is required.**
- 2.18 The existing redundant vehicle crossing is to be removed. The kerb and channel and nature strip to be reinstated.**
- 2.19 The crossover must be constructed as per standard drawing SD301 – Residential Vehicular Crossing.**

**The following conditions (20-27) are required by Council's Parks Department:**

- 2.20 The tree protection zone shall be the length of the nature strip, excluding legal crossings, adjacent to where work is being undertaken;**
- 2.21 A 1.8m high continuous chain wire mesh fence is to be erected along the kerbing of the tree protection zone;**
- 2.22 The fence is to be put in place prior to commencement of site work and remain in place until site work has been completed;**
- 2.23 The fence shall be repositioned at the instruction of either a Road Management Officer or a Council Arborist;**
- 2.24 Once site work has been completed the fence may be moved to the next work site;**
- 2.25 The fence is to be put in place prior to commencement of work at the new site and remain in place until work at that site has been completed;**
- 2.26 The fence shall not be moved towards the trunk of the tree(s) without the prior written consent of a Council Arborist.**
- 2.27 None of the following activities shall be permitted within the dripline of the tree(s):**
  - a) Alter soil levels or the water table through filling, excavation or compaction of soils;**
  - b) Damage root systems through amputation, cutting or crushing or exposure to the weather;**
  - c) Cause damage to the tree(s) through fire, storage of materials or chemicals;**
  - d) Poison the tree through the release of substances toxic to the tree(s), either directly into or onto the tree(s), or into or onto the soil within the dripline of the tree(s);**

REPORT NO: SU439 (cont.)

- e) No chemicals or other materials are to be stored or mixed within the dripline of the tree(s);
- f) No machinery is to be driven inside or stored inside the dripline of the tree(s);
- g) No work (including pruning) shall be conducted on the tree(s) without the prior written consent of a Council Arborist;
- h) With the exception of work in the road itself, all excavation within the drip line of any tree shall be undertaken by either hydro excavation or air spade;
- i) Disposing of water used to wash down machinery (e.g. concrete mixers) on the root plate of the tree(s) or be allowed to run off on to the root plate of the tree(s).

**2.28 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.

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:**

1. If a request for an extension of commencement/completion dates is made out of time allowed, 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.
2. With regards to the relocation of the tree in Pecos Place road reserve, the developer/owner must contact Council's Senior Arborist Shane Moohan on 9205 2302 for approval. No tree/bushes in the road reserve to be cut or removed without the consent of Council's Arborist.
3. An "Application for Legal Point of Stormwater Discharge" is required to be submitted to Council prior to connection to the drainage system.
4. 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.
5. Consultation with Councils Garbage Service to agree on format of garbage collection.

**3. PROPOSAL:**

3.1 It is proposed to develop two double storey dwellings on the land as follows:

**Proposed Dwelling (Dwelling 1):**

- Dwelling 1 would be orientated to front Pecos Place to the south and will be provided with a separate existing crossover and access way from the road frontage leading to a single car garage.
- Dwelling 1 would contain three bedrooms with the internal configuration comprising a conventional open plan family/ meals/ kitchen, laundry, study, separate living and powder room on the ground floor and three bedrooms (one with ensuite) and a bathroom on the first floor.



**REPORT NO: SU439 (cont.)**

- The secluded private open space area will be located in the north east corner of the dwelling with access from the internal living areas and have an area totalling 27.26 square metres.
- The built form adopts a conservative, contemporary design approach featuring hipped roof form together with projecting eaves and a recessive upper level layout.
- The facades comprise a variety of material finishes including face brickwork and render together with standard proportion fenestration detailing.

**Proposed Dwelling (Dwelling 2):**

- It is proposed that Dwelling 2 would be orientated to front Pecos Place to the east and it is proposed to be provided with a separate proposed crossover and access way from the road frontage leading to a single car garage.
- Dwelling 2 would contain three bedrooms with the internal configuration comprising a conventional open plan family/ meals/ kitchen, laundry, study with WIR and ensuite, separate living and powder room on the ground floor and three bedrooms (one with WIR and ensuite) and a bathroom on the first floor.
- The secluded private open space area will be located to the north of the dwelling with access from the internal living areas and has an area totaling 34.95 square metres.
- The built form adopts a conservative, contemporary design approach featuring hipped roof form together with projecting eaves and a recessive upper level layout.
- The facades comprise a variety of material finishes including face brickwork and render together with standard proportion fenestration detailing.
- The dwellings will be constructed of face brickwork with pitched tiled roof form.
- The following table provides a summary of the proposed development:

Site Area	452.44m <sup>2</sup>
Site Coverage	53.35% (60% max)
Permeability	28.73% (20% min)
Garden Area	38.12% (25% min)

- 3.2 The plans to be read in conjunction with this report are those received dated and stamped 28 June 2019.

**4. SITE AND SURROUNDS:**

**Site and Surrounds**

- 4.1 The subject site is located on the north-west corner of Pecos Place and comprises a single title lot of a conventional rectangular shape measuring 15 metres wide at the rear boundary and 30.46 metres deep at the side boundary providing an overall site area of 453 square metres.
- 4.2 The site currently contains a single storey fire damaged dwelling which is largely devoid of any canopy trees, however the site does contain various small trees and shrubs to the front and rear of the side. Pecos Place has a number of street trees located along the street, softening the hard surfaces of the properties.
- 4.3 The broader context is a conventional residential setting set within a typically rectilinear subdivision pattern to the west of the Hume Highway and comprises a relatively consistent character of detached houses, both single and double storey, interspersed with the occasional townhouse style development. Craigieburn Secondary College is located approximately 900 metres to the north, the Hume Highway is located approximately 1 kilometre to the east, Craigieburn Train Station is located approximately 1.9 kilometres to the northeast and the Roxburgh Park Nursing Home is located approximately 300 metres to the south.

REPORT NO: SU439 (cont.)

- 4.4 The immediate interface along Pecos Place is characterized by single storey dwellings with one double storey dwelling in the street.

**Restrictions on Title:**

- 4.5 A title search produced on 20 March 2019 indicates that the land is encumbered by a Section 173 Agreement (X451209U) pertaining to obtaining approval from the Urban Land Corporation, now Development Victoria, in accordance with the design requirements of the “Roxburgh Park Development Guidelines”.
- 4.6 Point (c) of the Section 173 Agreement states that the agreement will end when “*any Lot forming part of the Land upon completion by the parties of their respective covenants and obligations under this Agreement, and upon the Neighbourhood Design Panel referred to in clause 4(b) being satisfied that any dwelling on such Lot has been completed in accordance with the requirements of this Agreement*”. As the site has been previously developed with a single storey dwelling, the agreement has now ceased to have effect.

**Planning History:**

- 4.7 A review of available Council records did not produce any previous planning permit pertaining to the subject land.

**5. PLANNING CONTROLS:**

- 5.1 The following policies and provisions of the *Hume Planning Scheme* (“the Scheme”) are relevant in the consideration of the application:

State Policies	Clause 15.01-1: Urban Design Clause 15.01-2: Urban Design Principles Clause 15.01-5: Cultural Identity and Neighbourhood Character Clause 15.02-1: Energy and Resource Efficiency Clause 16.01-1: Integrated Housing Clause 16.01-2: Location of Residential Development Clause 16.01-4: House Diversity Clause 16.01-5: Housing Affordability
Municipal Strategies:	Clause 21.03: Liveable Neighbourhoods and Housing Clause 21.04: Built Environment and Heritage
Zones:	Clause 32.08: General Residential Zone
Overlays:	Nil
Particular Provisions:	Clause 52.06 Car Parking Clause 55: Two or More Dwellings on a Lot
General Provisions:	Clause 65.01: Approval of an Application or Plan

- 5.2 It is State policy to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity, and to achieve urban design outcomes that contribute positively to the local urban character.
- 5.3 It is also policy that new housing designed to respond to the community needs by providing affordable higher density housing developments which are strategically located close to transport corridors and activity centres.
- 5.4 In relation to Housing, Clause 21.03-2 seeks:  
“*To increase the diversity of housing in Hume*”
- 5.5 In relation to Built Environment, Clause 21.04 seeks:  
“*To enable well designed medium and higher density residential development that protects the amenity of existing residents and sensitivity responds to identified preferred neighbourhood character*”.

**REPORT NO: SU439 (cont.)**

- 5.6 The subject site is located in a General Residential Zone (Schedule 1). Pursuant to Clause 32.08-4 of the *Hume Planning Scheme*, a planning permit is required to construct two or more dwellings on a lot. The application must be assessed against the requirements of Clause 55 of the *Hume Planning Scheme*.

The purpose of the General Residential Zone (Schedule 1) is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and the local planning policies.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To implement neighbourhood character policy and adopted neighbourhood character guidelines.*
- *To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

- 5.7 Minimum garden area requirement:

Whether or not a planning permit is required for the construction or extension of a dwelling or residential building on a lot, a lot must provide the minimum garden area at ground level as set out in Clause 32.08-4. Having regard for the site area of 452.44 square metres, the development requires 25% of the site to be set aside as garden area. The design meets the mandatory site area requirement.

**Aboriginal Cultural Heritage:**

- 5.8 The land is not located within an area of cultural heritage sensitivity as described in the Aboriginal Regulations 2007.

**Major Electricity Transmission Line:**

- 5.9 The land is not located within 60 metres of a major electricity transmission line

**Planning Permit Trigger/s:**

- 5.10 The permit trigger in this instance is Clause 32.08-4, which relates to the buildings and works associated with the construction of two or more dwelling on land located within a General Residential Zone.

**6. REFERRALS:**

- 6.1 The application was not required to be referred to any statutory authorities under Section 55 of the *Planning and Environment Act 1987* ("the Act")
- 6.2 An internal referral was made to Council's Traffic, Civil Engineering Design and Parks Departments (dated 1 April 2019). Responding comments raised no objection to the proposal subject to standard conditions.

**7. ADVERTISING:**

- 7.1 The application was advertised under Section 52 of the *Planning and Environment Act 1987* by way of letters to adjoining landowners and occupiers and a notice board placed on site for a minimum of 14 days as prescribed under the Act. Three objections were received

**REPORT NO: SU439 (cont.)**

7.2 The grounds of objection can be summarised as follows:

- Vehicle Access;
- Car Parking;
- Front Setback;
- Solar Access;
- Landscape Plan Omission;
- Energy Efficiency;
- Neighbourhood Character; and
- Overlooking.

**8. OBJECTIONS:**

8.1 The grounds of objection are addressed below:

8.2 Vehicle Access to Pecos Place

There is enough space for on-street parking for a car to be parked between the bend of the street and the proposed driveway of Dwelling 2. Both dwellings have the required amount of car parking under Clause 52.06 of the Hume Planning Scheme.

8.3 Car Parking:

The proposed development complies with clause 52.06 of the Hume Planning Scheme (Car Parking) as it provides the required number of spaces on site and the spaces provided meet the necessary minimum dimensions. This matter is discussed in detail under the Clause 52.06 and Clause 55 discussion sections of this report.

The length of the driveway for Dwelling 2 is 5.4 metres. A minimum of 5.5 metres is required under Clause 52.06 of the Hume Planning Scheme. A condition will be placed on the permit to ensure compliance.

8.4 Front Setback:

The Section 173 Agreement registered on title enforces a building envelope on the proposed site. The envelope allows for a minimum of a 3 metre setback from the front (southern) boundary. A front setback of 3 metres is not common in the immediate area, a condition will be placed on the permit to increase the front setback from the southern boundary by an additional 500 millimetres, which will be more in keeping with the established pattern of development.

8.5 Solar Access:

The shadow diagrams provided show that the solar access to Dwelling 1's private open space will be affected between 9am and 12pm. The solar access is in accordance with Standard B29 and is discussed in more detail in the assessment section of this report.

8.6 Landscape Plan Omission:

A landscape plan will be required to be submitted and assessed and will form a condition on the planning permit.

8.7 Energy Efficiency:

The new dwellings are provided with internal habitable living areas that have northern aspects and it is considered that the development will receive adequate solar access. Eaves have also been provided which will assist with cooling in the summer months.

REPORT NO: SU439 (cont.)

8.8 Neighbourhood Character:

Appropriate measures have been undertaken to ensure that the proposed development is designed to be respectful to the existing neighbourhood character. The proposal incorporates similar architectural features including hipped roof profiles and brick and tile materials to complement the existing neighbourhood character. Moreover, an assessment against the neighbourhood character objective of Clause 55 is discussed in more detail later in this report.

8.9 Overlooking:

All first floor windows with potential overlooking to secluded private open spaces and habitable room windows will be treated in accordance with Standard B22 – Overlooking. This is discussed in more detail in the main body of this report.

8.10 Valuation of Property:

The potential devaluation of a neighbouring property is not a planning consideration.

**9. ASSESSMENT:**

9.1 A detailed discussion of the proposal against the particular requirements of Clauses 52.06 and 55 is provided below. In short, the proposal complies with the relevant objectives of these clauses of the *Scheme*.

**Clause 52.06 – Car Parking**

9.2 Clause 52.06-5 requires car parking at the following rate:

- One car space for each one or two bedroom dwellings
- Two car spaces for each three or more bedroom dwellings, with one space under cover
- One car space for visitors for developments of five or more dwellings

9.3 The proposed dwellings have been provided with an appropriate provision of parking based on the proposed three bedroom layout such that the resident provision for car parking meets the full requirements of Clause 52.06.

9.4 The dimensions for the proposed garages comply with Clause 52.06 of the *Hume Planning Scheme*.

**Clause 55.02 – Neighbourhood Character and Infrastructure (Standards B1 to B5)**

9.5 Standard B1 – Neighbourhood Character

The immediate area is characterised by a predominance of single-storey detached dwellings interspersed with two-storey detached dwellings, typically with an open style front garden with low or no front fencing. The resultant setting is a moderate density with an open streetscape character.

Whilst the existing streetscape setting generally remains single-storey, the proposed two-storey height is of a form and scale that is consistent with a typical residential setting such as this, and one that is contemplated under the General Residential Zone, as well as Hume's local planning policies.

Moreover, there are no specific policies or controls that would otherwise preclude or discourage this form of development. Indeed, pursuant to Clause 21.03, an objective of the MSS is to.... "*increase the diversity of housing in Hume*" and to do so by encouraging [inter-alia] .... "*housing that is able to be adapted for different life stages or is suitable for the needs of an ageing household*". In this case the proposed dwelling is a two bedroom residence with a ground floor bedroom that will contribute to housing diversity and choice within this established residential setting and will make more efficient use of the available land in terms of on-site density.

REPORT NO: SU439 (cont.)

The proposed dwelling adapts a recessed upper level layout which assists to provide an appropriate transition between the proposed double storey form and the single storey dwelling to the north.

An external material and colours schedule have not been submitted, however this is recommended as a permit condition to ensure the colour palette is suitable to the area.

In a design context, Clause 21.04 seeks to.... *“enable well designed medium and higher density residential development that protects the amenity of existing residents and sensitively responds to identified preferred neighbourhood character”*. Importantly, the policy seeks to.... *“encourage and support well designed infill residential development in areas characterised by single and double storey detached dwellings”*.

The proposal incorporates some of the key themes of surrounding architecture including hipped roof profiles, brick and tile materials and standard proportion windows and doors. A reasonable degree of articulation has been achieved through the stepped alignment, change in material, window punctuation and entry features.

Overall, the design is considered to be suitably moderate in terms of the proposed scale, height and form of the dwellings having regard to the existing and emerging character of the area and can be supported from a neighbourhood character perspective.

9.6 Standard B2 – Residential Policy

The development proposal includes an appropriate written response demonstrating consistency with relevant housing policy objectives.

9.7 Standard B3 – Dwelling Diversity

The development would comprise fewer than ten dwellings and therefore this standard does not apply.

9.8 Standard B4 – Infrastructure

The proposed dwellings are appropriately located in the context of an established urban environment and infrastructure, with the ability to be connected to all relevant services and utilities.

9.9 Standard B5 – Integration with the Street

The proposed dwellings would have direct street interface through the provision of a front entry porch and separate vehicle access as well as various habitable room windows providing passive surveillance of the street.

**Clause 55.03 – Site Layout and Building Massing (B6 to B15)**

9.10 Standard B6 – Street Setback

It is proposed that both dwellings will be setback a minimum of 3 metres to the Pecos Place frontage and include a stepped façade with a recessive garage and front porch. Standard B6 requires a minimum of 3 metres for front walls of new developments fronting the side street of corner site and as such, the proposal meets the standard, however an additional 500 millimetre setback will be included as a permit condition to be more in keeping with the residential development of the area.

9.11 Standard B7 – Building Height

The new dwellings will have a maximum building height of approximately 6.9 metres and the requirement of the standard has been met.

9.12 Standard B8 – Site Coverage

Proposed site coverage satisfies Standard B8 with 53.35%

9.13 Standard B9 – Permeability

Proposed permeability satisfies Standard B9 with 28.73%

**REPORT NO: SU439 (cont.)**

9.14 Standard B10 – Energy Efficiency

The new dwellings are provided with internal habitable living areas that have northern aspects and it is considered that the development will receive adequate solar access. Eaves have also been provided which will assist with cooling in the summer months.

9.15 Standard B11 – Open Space

The site does not directly adjacent to any public open space.

9.16 Standard B12 – Safety

All dwellings have a clearly definable entry and front porch accessed directly from the road interface. Windows are orientated to have an outlook over the street and the layout therefore provides for the safety and security of residents in accordance with the requirements of Standard B12.

9.17 Standard B13 – Landscaping

There is adequate opportunity for planting within each of the areas set aside for private recreation. Similarly, the front setback can accommodate appropriate landscaping opportunities.

9.18 Standard B14 – Access

Vehicle access is generally safe, manageable and convenient, in accordance with Standard B14. The proposal ensures that adequate on-street car parking is retained.

9.19 Standard B15 – Parking Location

Vehicle parking for the dwellings is appropriately located and provides convenient parking for residents with no foreseeable amenity impacts as a result of noise.

**Clause 55.04 – Amenity Impacts (Standards B17 to B24)**

9.20 Standard B17 – Side and Rear Setbacks

All walls have been set back in accordance with Standard B17.

9.21 Standard B18 – Walls on Boundaries

The proposed wall on boundaries at 6 metres long and 2.85 metres high, being the garage for Dwelling 1, does not exceed the specified length, maximum height and average height requirements of Standard B18.

9.22 Standard B19 – Daylight to Existing Windows

The proposal allows for the adequate separation of the proposed built form in relation to all existing windows on neighbouring properties, with the required lightcourts provided.

9.23 Standard B20 – North Facing Windows

There are no north-facing habitable room windows affected by the proposal.

9.24 Standard B21 – Overshadowing Open Space

The submitted Shadow Diagrams demonstrate that the secluded private open space of the neighbouring abutting properties will receive more than the required 5 hours of daylight over a minimum of 40 square metres in accordance with the requirements of the standard.

9.25 Standard B22 – Overlooking

The side and rear boundary fencing is notated as 'timber paling fence' of between 1.8 and 1.9 metres in height such that the ground floor interfaces would not cause any overlooking. The first-floor level of the proposed dwellings, all required habitable room windows are either screened to a height of 1.7 metres or with a sill height of 1.7 metres.

9.26 Standard B23 – Internal Views

All internal perspectives have been suitably managed to accord with the requirements of this standard.

**REPORT NO: SU439 (cont.)**

**9.27 Standard B24 – Noise Impacts**

The proposal is unlikely to give rise to additional noise beyond what would be normally be expected from residential properties. There are no noted external sources of noise i.e. air conditioning units. A permit condition will be included to ensure that air conditioning units are appropriately located to avoid potential noise emissions to adjoining properties.

**Clause 55.05 – On-site Amenity and Facilities (Standards B25 to B30)**

**9.28 Standard B25 – Accessibility**

The dwelling entries are potentially accessible for people with limited mobility as minimal steps are required for entry and necessary upgrades could be accommodated in the future should the need arise. The proposed dwellings both contain living facilities and studies that are able to be converted into bedrooms at the ground floor.

**9.29 Standard B26 – Dwelling Entry**

The dwellings have clearly definable entries and front porches which are accessed directly from the road frontages.

**9.30 Standard B27 – Daylight to New Windows**

All proposed habitable rooms are provided with windows that have the requisite dimensions clear to the sky. The daylight provisions of Standard B27 are therefore met.

**9.31 Standard B28 – Private Open Space**

The areas of secluded private open space for Dwelling 1 is 27.62 square metres and the secluded private open space for Dwelling 2 is 34.95 square metres and both exceed the minimum size and dimension requirements of this Standard.

**9.32 Standard B29 – Solar Access to Open Space**

The areas of secluded private open space (SPOS) have access to northern light and will receive reasonable solar access throughout the day. The SPOS area set aside for both dwelling meets the requirements of this standard.

**9.33 Standard B30 – Storage**

Storage has been provided appropriately in the form of an internal storage area attached to the garage for both proposed dwellings. A condition will be placed on the permit to ensure that a minimum of 6 cubic metres have been provided and annotated on the plans.

**Clause 55.06 – Detailed Design (Standards B31 to B34)**

**9.34 Standard B31 – Design Detail**

The proposed design of the dwellings, including the proposed hipped roof profiles, the conventional proportioned fenestration detailing, and the use of eaves is considered suitable within the context of the existing and emerging character of the area.

**9.35 Standard B32 – Front Fences**

No front fencing is proposed. There is a 1.8 metre fence along the street frontage along the eastern walls of Dwelling 1 to provide privacy for the front dwelling.

**9.36 Standard B33 – Common Property**

Not Applicable

**9.37 Standard B34 – Site Services**

The plans demonstrate the location of bin storage and other ancillary facilities for the proposed dwellings.



**REPORT NO: SU439 (cont.)**

**10. CONCLUSION**

The proposal generally satisfies the objectives and standards of Clauses 55 (Two or More Dwellings on a Lot) and 52.06 (Car Parking). Subject to conditions of permit, the proposal is able to demonstrate site responsive design and limited impact on the amenity of surrounding properties and the emerging character of the area. On this basis, the application should be approved with permit issued subject to conditions.

**REPORT NO: SU439 (cont.)**

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

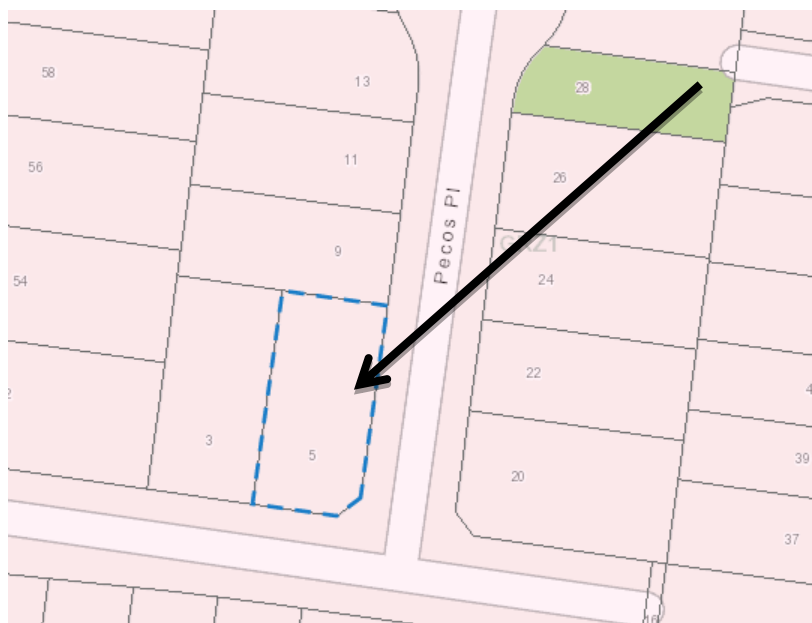
# LOCALITY MAP

P22112

5 PECOS PLACE, ROXBURGH PARK

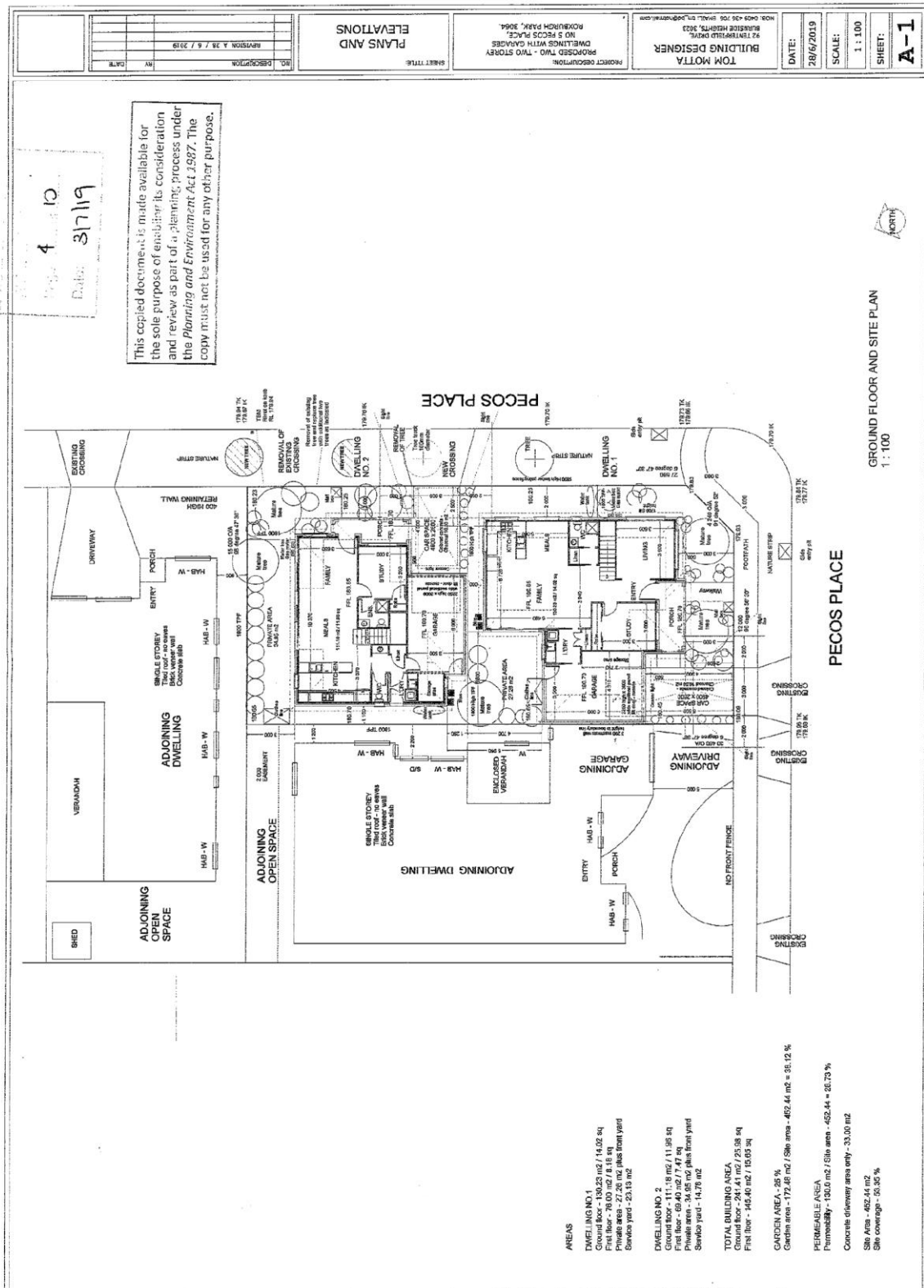


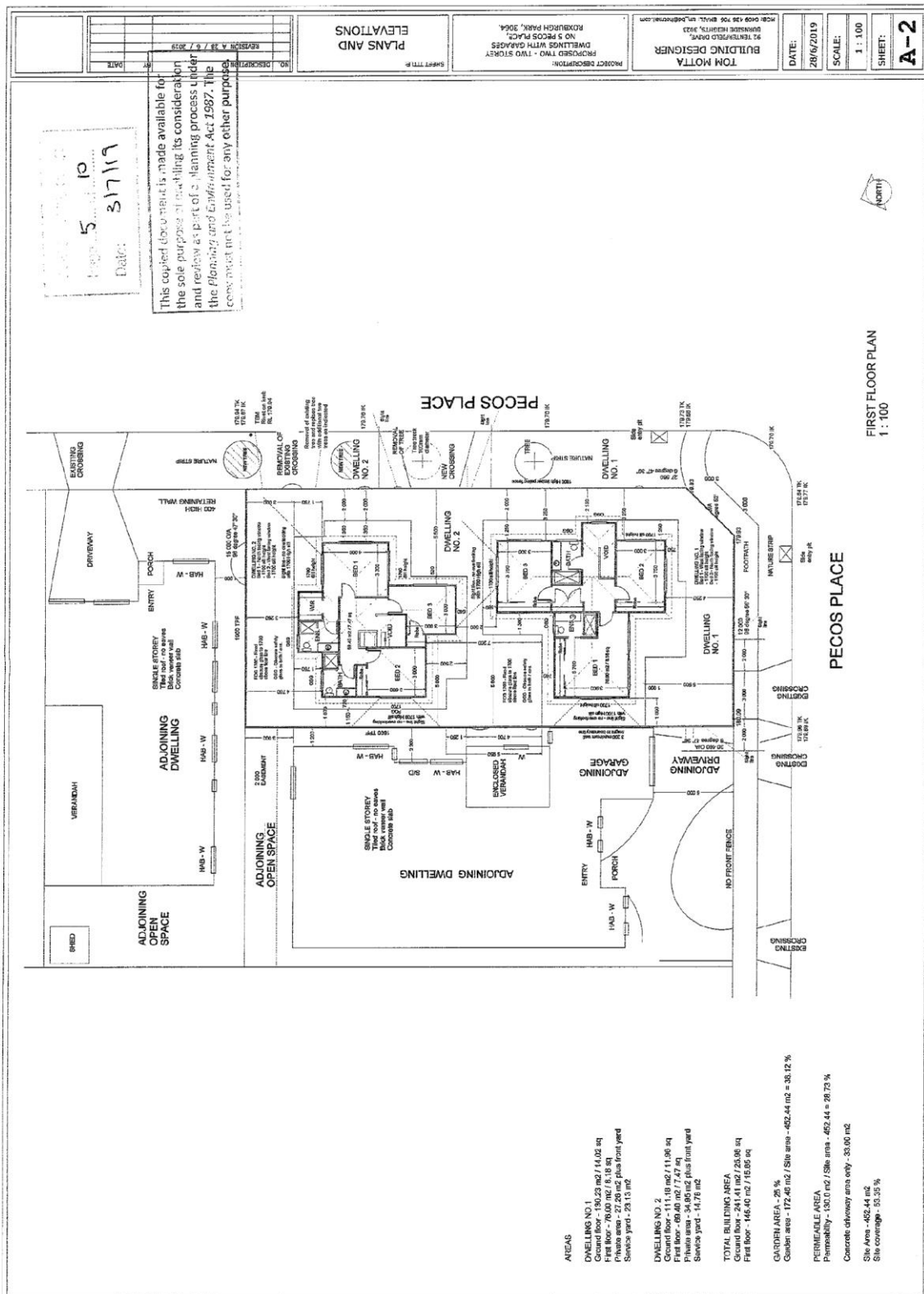
**SUBJECT SITE –  
5 PECOS PLACE,  
ROXBURGH PARK**

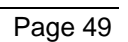


**SUBJECT SITE**

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

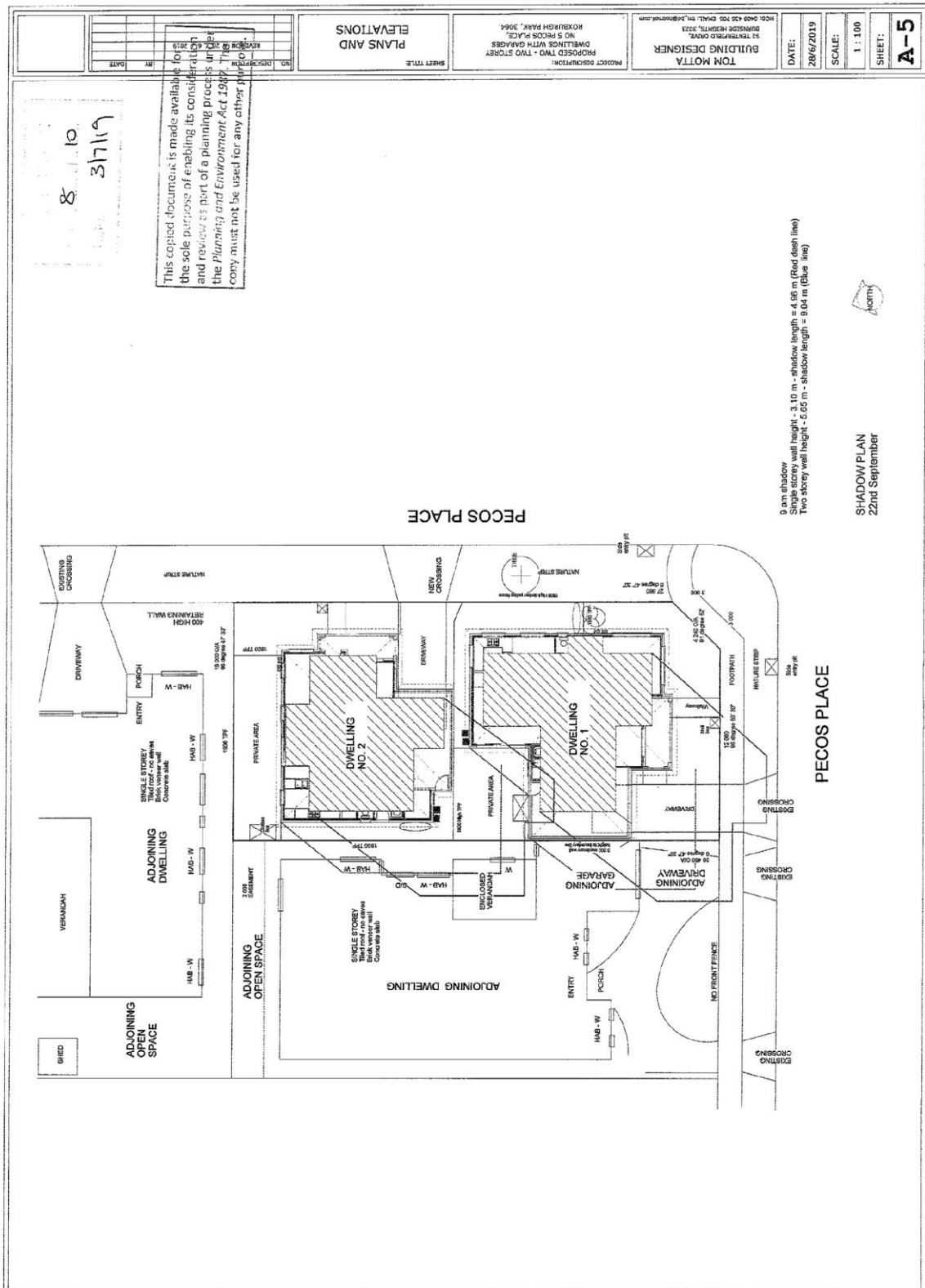


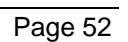


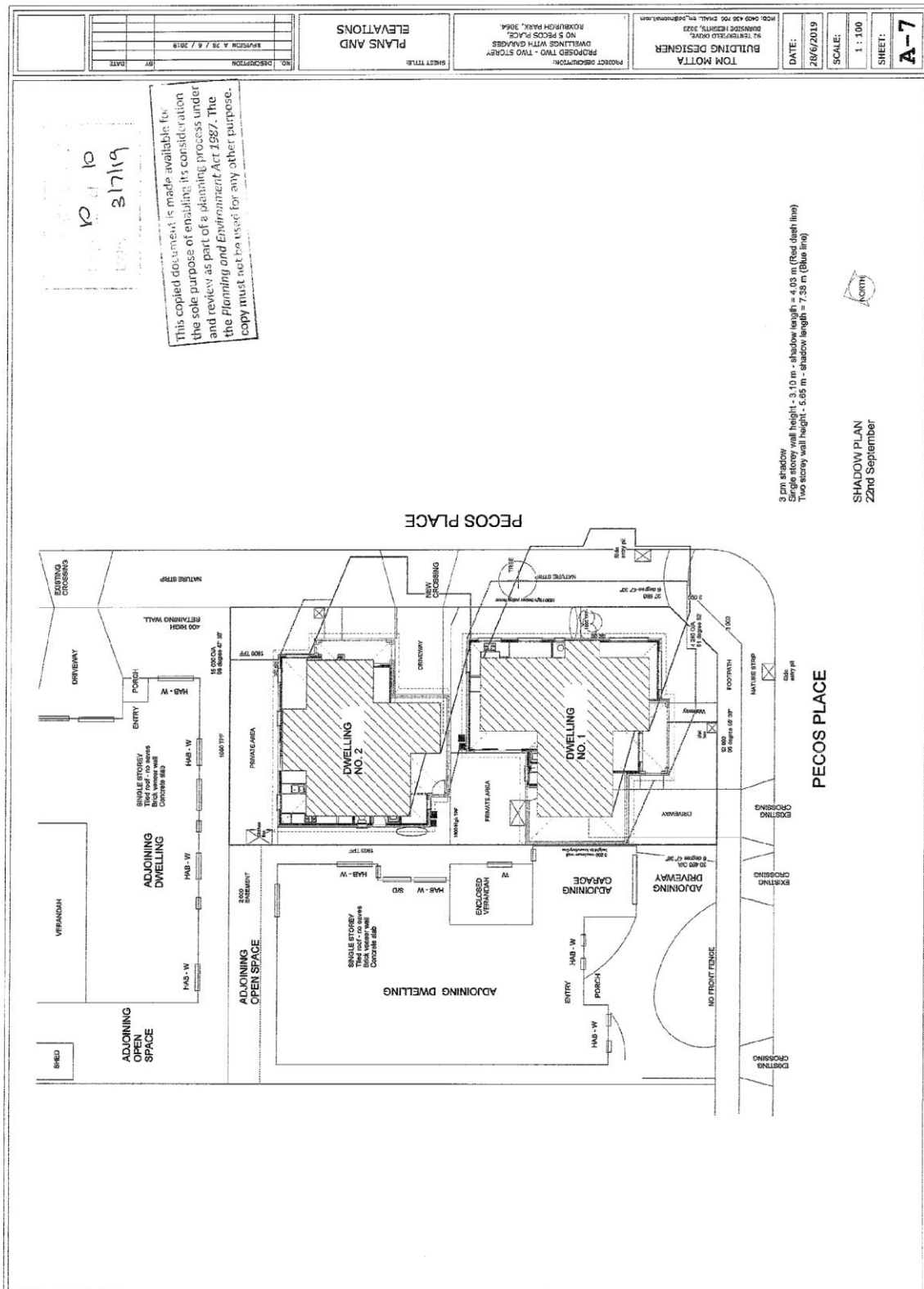












THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

---

<b>REPORT NO:</b>	SU440
<b>REPORT TITLE:</b>	34 Mitford Crescent Criagieburn - Development of a double storey dwelling to the rear of the existing dwelling
<b>SOURCE:</b>	Julian Bonne, Town Planner
<b>DIVISION:</b>	Planning and Development
<b>FILE NO:</b>	P21005
<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>	1. <i>Development Plans</i> 2. <i>Locality Plan</i>

---

<b>Application No:</b>	P21005
<b>Proposal:</b>	Development of a double storey dwelling to the rear of the existing dwelling
<b>Location:</b>	34 Mitford Crescent, Craigieburn
<b>Zoning:</b>	General Residential 1 Zone
<b>Applicant:</b>	Arch Edge Design
<b>Date Received:</b>	4 December 2017

---

**1. SUMMARY OF REPORT:**

Planning approval is sought for the development of one double storey dwelling to the rear of the existing dwelling at 34 Mitford Crescent, Craigieburn. The application was advertised, and three objections were received. The application has been assessed against the relevant policies and provisions of the *Hume Planning Scheme* including the issues raised within the objections. On balance, the proposal is considered acceptable and it is recommended that a Notice of Decision to grant a permit be issued subject to conditions.

**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 one double storey dwelling to the rear of the existing dwelling at 34 Mitford Crescent, Craigieburn, subject to the following conditions:**

- 2.1 The development shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.**
- 2.2 The external materials finishes and paint colours of the approved buildings must be to the satisfaction of the responsible authority.**
- 2.3 The development permitted by this permit must not be commenced until a satisfactory landscape plan for the whole subject land is submitted to and approved by the responsible authority. Such plan must show the area(s) set aside for landscaping in accordance with Council's guidelines and include a schedule of all proposed trees, shrubs and groundcover (including size of maturity and botanical names), and when approved an endorsed copy must form part of this permit. The plan must include the following:**
  - (a) Provision of one semi-mature canopy tree within the rear setback of each dwelling (two in total).**

**REPORT NO: SU440 (cont.)**

- (b) Mixture of lawn, shrubs and ground covers within the front setback to soften impact of car spaces and paved surfaces.
- 2.4 Before the development is occupied or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.
- 2.5 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.
- 2.6 Areas set aside for the 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 plan(s) 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.
- 2.7 Stormwater from all paved area must be retained within the property and drained to the sites underground stormwater system, including pavement over the easement area.
- 2.8 Prior to the commencement of works, the following provisions relating to the protection of the existing street tree must be undertaken to the satisfaction of the responsible authority:
  - a) The tree protection zone shall be the length of the nature strip, excluding legal crossings, adjacent to where work is being undertaken;
  - b) A 1.8m high continuous chain wire mesh fence is to be erected along the kerbing of the tree protection zone;
  - c) The fence is to be put in place prior to commencement of site work and remain in place until site work has been completed;
  - d) The fence shall be repositioned at the instruction of either a Road Management Officer or a Council Arborist;
  - e) Once site work has been completed the fence may be moved to the next work site;
  - f) The fence is to be put in place prior to commencement of work at the new site and remain in place until work at that site has been completed;
  - g) The fence shall not be moved towards the trunk of the tree(s) without the prior written consent of a Council Arborist.
- 2.9 Prior to the commencement of works, the following provisions relating to restricted activities within the tree protection zone of the existing street tree. None of the following activities shall be permitted within the existing street tree:
  - a) Alter soil levels or the water table through filling, excavation or compaction of soils;
  - b) Damage root systems through amputation, cutting or crushing or exposure to the weather;
  - c) Cause damage to the tree(s) through fire, storage of materials or chemicals;
  - d) Poison the tree through the release of substances toxic to the tree(s), either directly into or onto the tree(s), or into or onto the soil within the dripline of the tree(s);

**REPORT NO: SU440 (cont.)**

- e) No chemicals or other materials are to be stored or mixed within the dripline of the tree(s);
- f) No machinery is to be driven inside or stored inside the dripline of the tree(s);
- g) No work (including pruning) shall be conducted on the tree(s) without the prior written consent of a Council Arborist;
- h) With the exception of work in the road itself, all excavation within the drip line of any tree shall be undertaken by either hydro excavation or air spade;
- i) Disposing of water used to wash down machinery (e.g. concrete mixers) on the root plate of the tree(s) or be allowed to run off on to the root plate of the tree(s).

**2.10 Any cut or fill must not interfere with the natural overland stormwater flow.**

**2.11 No polluted and / or sediment laden runoff is to be discharged directly or indirectly into Council's drains or watercourses during construction.**

**2.12 Provision of litter control at stormwater inlet points within car park and paved areas. All stormwater pits to be Channel Grated or Grated as per Council's Standard Dwg SD 210/215 or SD225 respectively.**

**2.13 This permit will expire if one of the following circumstances applies:**

- a. the development is not commenced within three years of the date of this permit.
- b. the development is not completed within six years of the date of this permit.

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

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

**Or**

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

**Permit Notes:**

**2.14 If a request for an extension of commencement/completion dates is made out of time allowed, 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.**

**2.15 An application for a 'Consent to Dig in the Road Reserve' permit for the vehicle crossing modification must be submitted to Council. A copy of the Council endorsed plan showing all vehicle crossing details must be attached to the application. Any service relocations are subject to the approval of the Service Authority and at the owners cost.**

**2.16 An application for 'Legal Point of Stormwater discharge' is required for the connection to the legal point of discharge.**

**2.17 Prior to commencement of any works within the road reserve or the alteration/connection to Council's drainage assets within the road reserve/easement, an 'Application 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 works.**

REPORT NO: SU440 (cont.)

**3. PROPOSAL:**

- 3.1 It is proposed to develop one double storey dwelling to the rear of the existing dwelling on the subject land. Details of the proposal are as follows:
- 3.2 The proposal seeks to retain the existing dwelling in its current form and proposes a double storey dwelling to the rear (dwelling 2).
- 3.3 Dwelling 2 contains a master bedroom (including ensuite) and open plan kitchen, meals and living area at the ground floor. The first floor comprises two bedrooms and a bathroom.
- 3.4 Both dwellings will be accessed via the existing crossover and a common accessway servicing the site. The crossover will be slightly extended in width, while the accessway will be extended in length.
- 3.5 The existing dwelling will also be accessed via a reinstated crossover and new driveway provided at the northern end of the site.
- 3.6 The existing dwelling is serviced by an existing single carport and a tandem car parking space located behind the carport. Dwelling 2 is proposed to include a single car garage, with a tandem car parking space located behind.
- 3.7 Each dwelling is provided with external areas of private open space (POS) and secluded private open space (SPOS) with direct access from the respective internal living areas. The area of POS/SPOS for each dwelling is as follows:
- Existing dwelling – 96 sqm (SPOS = 62.8 sqm)
  - Dwelling 2 – 64.6 sqm (SPOS = 29.7 sqm)
- 3.8 Dwelling 2 is of contemporary design with a concrete tile hipped roof, projecting eave profiles at the first floor (typically 500mm), standard detached dwelling fenestration and a covered porch entry. Materials include brick veneer at the ground floor, with render and vertical cladding throughout the first floor. Muted tones are used to blend with surrounding properties. The maximum overall height of the dwelling is 6.83 metres.
- 3.9 The following table provides a summary of the proposed development:

Site Area	670.4 sqm
Site Coverage	38.4% (60% max.)
Permeability	31.8% (20% min.)
Garden Area	38.9% (35% min.)

**4. SITE AND SURROUNDS:**

- 4.1 The site is located on the south western side of Mitford Crescent, approximately 570 metres south of Craigieburn Train Station. The site has a front boundary width of 22.35 metres, and a rear boundary width of 12.35 metres. The depth ranges between 38.68 metres and 38.71 metres, yielding an overall site area of 670.4 square metres.
- 4.2 The subject land is currently occupied by a single storey brick veneer dwelling that features a hipped concrete tiled roof. Boundary fencing is 1.9 to 2 metre high timber paling with no front fence to Mitford Crescent. An existing single crossover and driveway currently extends from the southern-most corner of the Mitford Crescent frontage. An existing single vehicle crossover is located to the northern most corner of the Mitford Crescent frontage. The site contains some medium sized trees and shrubs within the front and rear setbacks. The site has an insignificant fall of approximately 1.4 metres from the north to the south. A 2.5 metre wide drainage and sewerage easement traverses the rear (south) property boundary.



**REPORT NO: SU440 (cont.)**

- 4.3 The site is situated within an established residential neighbourhood of Craigieburn. It is within close proximity to surrounding shops and services, as well as public transport and major arterial roads including the Hume Highway. A portion of Aitken Creek is located approximately 100 metres to the east.
- 4.4 The surrounding area consists of both single and double storey dwellings built within the early 1980s to 1990s. Medium density developments within the nearby context include 48 Mitford Crescent, 10 Whitley Crescent, 4 Parton Place and 6 Grinstead Court. A wider search shows many more examples of medium-density developments within Craigieburn with a high prevalence in Gillingham Crescent, Northleigh Avenue, Hardy Avenue and Dianne Avenue.

**Restrictions on Title**

- 4.5 No registered covenants are recorded on title.

**Planning History**

- 4.6 A review of available Council records indicates no previous planning permit applications pertaining to the subject land.

**5. PLANNING CONTROLS:**

- 5.1 The following policies and provisions of the *Hume Planning Scheme* (“the Scheme”) are relevant to the consideration of the application:

<i>Planning Policies:</i>	Clause 11: Settlement Clause 11.01-1R: Metropolitan Melbourne Clause 15: Built Environment and Heritage Clause 16: Housing Clause 19: Infrastructure
<i>Municipal Strategies:</i>	Clause 21: Hume Municipal Strategic Statement (MSS) Clause 21.01-3: Vision and Strategic Framework Plan Clause 21.02: Urban Structure and Settlement Clause 21.02-1: Managing Growth and Increasing Choice Clause 21.03-1: Liveable Communities Clause 21.03-2: Housing Clause 21.04-1: Urban Design Clause 21.04-2: Environmentally Sustainable Design and Development
<i>Zones:</i>	Clause 32.08: General Residential Zone 1
<i>Overlays:</i>	Nil
<i>Particular Provisions:</i>	Clause 52.06: Car Parking Clause 55: Two or More Dwellings on a Lot and Residential Buildings
<i>General Provisions:</i>	Clause 65: Decision Guidelines Clause 65.01: Approval of an Application or Plan Clause 66: Referral and Notice Provisions

- 5.2 The State and Local Planning Policy Frameworks aim to provide housing diversity within urban settlements that are sustained by supporting infrastructure while ensuring development responds to the landscape and urban character of areas.
- 5.3 New housing should have access to services and be planned for long term sustainability, including walkability to activity centres, public transport, schools and open space. Planning for housing should include the provision of land for affordable housing that is close to jobs, transport and services.

REPORT NO: SU440 (cont.)

- 5.4 Land use and development planning must support the development and maintenance of communities with adequate and safe physical and social environments for their residents, through appropriately located uses and developments and quality urban design. Growth should be directed to existing settlements so as to limit urban sprawl.
- 5.5 The Hume Municipal Strategic Statement (MSS) identifies the single detached dwelling as the most common type of housing throughout the municipality. It forecasts this will remain for some years even though the size and type of households is gradually changing. One of the challenges for Council is to increase the range of housing types available to meet the changing accommodation and lifestyle needs of the community.
- 5.6 In order to address this, the Hume MSS recognises the following relevant objectives:
- *“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.”*
  - *“To increase the diversity of housing in Hume.”*
  - *“To enable well designed medium and higher density residential development that protects the amenity of existing residents and sensitively responds to identified preferred neighbourhood character.”*

**Aboriginal Cultural Heritage**

- 5.7 The land is located within an area identified as Aboriginal Cultural Heritage Sensitivity. As per Section 9 of the *Aboriginal Heritage Regulations 2018*, the construction of two dwellings on an allotment on a lot is an exempt activity. As such, a Cultural Heritage Management Plan is not required.

**Major Electricity Transmission Line**

- 5.8 The land is not located within 60 metres of a major electricity transmission line.

**Planning Permit Triggers**

- 5.9 Pursuant to Clause 32.08-6 of the *Hume Planning Scheme*, a planning permit is required for the development of more than one dwelling on a lot. Clause 55 of the *Scheme* is relevant for the assessment of more than one dwelling on a lot.
- 5.10 The General Residential Zone also requires that a garden area that equates to 35 percent of the site be provided pursuant to Clause 32.08-4 of the *Scheme*.

**6. REFERRALS:**

- 6.1 The application was not required to be referred to any statutory authorities under Section 55 of the *Planning and Environment Act 1987* (“the Act”).
- 6.2 The application was referred internally to Council’s Assets Department (Traffic and Civil Engineering) for comments.
- 6.3 Council’s Traffic Engineer raised concerns for the proposed accessway length and the capability to exit in a forward motion as per Clause 52.06 Design Standard 1 – Accessways. A widened accessway and widened vehicular crossover had been incorporated to provide safe maneuverability of vehicles entering and exiting the subject site. The existing vehicle crossover to the northern end of the site will be reinstated and include a separate driveway finished with permeable paving that accommodates one parking space for the existing dwelling. As such, the proposed accessway servicing the existing dwelling and proposed dwelling have resolved the requirement for vehicles to exit in forward motion. Council’s Traffic Engineer continues to raise concerns to reverse for the total length of the accessway. A maximum length requirement for reversing along an accessway does not form part of any provisions within the *Hume Planning Scheme*. Despite this, the accessway and vehicle crossover supports a safe pedestrian and vehicular movement as detailed within the supporting traffic engineering report prepared by ML Traffic Engineers dated 21 August 2019. In this instance, it is considered that the proposed design of the accessway and both vehicle crossovers provide for an acceptable outcome.

REPORT NO: SU440 (cont.)

- 6.4 The application was also internally referred to Councils Parks Department. It was requested to provide a 3.4m clearance between the vehicle crossover and the existing street tree. The plans provided indicate a compliant setback and no further concerns have been raised, subject to standard conditions and notes being placed on the permit.

**7. ADVERTISING:**

- 7.1 The application was advertised under Section 52 of the *Planning & Environment Act 1987* by way of notices to adjoining owners and occupiers and placing a notice board on site for a minimum of 14 days as prescribed under the Act. A total of three objections were received in response.

- 7.2 The grounds of objection can be summarised as follows:

- Amenity impacts;
- Disruption;
- Property devaluation; and
- Notification process.

**8. OBJECTIONS:**

- 8.1 A response the objections is summarised below.

8.2 Amenity Impacts

Objectors have raised various concerns relating to the design of the proposal; including the potential to create overshadowing, overlooking, impacts upon north facing windows and compromised views within their backyards.

In relation to overshadowing impacts, the shadow diagrams submitted show the overshadowing produced by the proposal is well within the allowable parameters of Standard B21 (Clause 55.04-5), which requires that at least 75 per cent, or 40 square metres with minimum dimension of 3 metres, whichever is the lesser area. The secluded private open space should receive a minimum of five hours of sunlight between 9am and 3pm on 22 September. This will be achieved for all adjoining private open spaces.

Adjoining properties have raised concern in relation to overlooking. All habitable room windows within the applicable overlooking area have been treated according to the requirements of Standard B22 (Clause 55.04-6).

Concerns relating to north facing windows losing daylight access were received. The proposal is located well away from all adjoining north facing windows in accordance with Standard B20 (Clause 55.04-4), maintaining appropriate daylight to the existing north facing windows.

In regard to the concern that a properties backyard space would lose its views, the following statement was made in *Gatum Holdings Pty Ltd v Banyule CC [2004] VCAT 1035 (31 May 2004)*:

*"However, in an inner urban situation, and particularly in a location where planning controls allow and encourage high or medium density developments, a view is something that is fortuitously enjoyed and cannot be the sole or even major determinant of what type of development may be permitted in adjacent areas."*

Further to this, in *Fooks Martin Sandow Anson Pty Ltd v Boroondara CC [2003] VCAT 1015*, the Tribunal held that:

*"It has been established by the courts that there is no legal right to a view – an exception being the Shrine Vista control in St Kilda Road. Property owners have rights in relation to their own land, but these do not extend to a right to view through airspace associated with other land. Town planning is partly directed towards ensuring that the amenity or enjoyment of one person's property is not unreasonably interfered with due to the development or use of another property"*

REPORT NO: SU440 (cont.)

The above decisions also stress that any reference to views featured in current policy is intended to protect significant viewpoints within the public realm rather than private views.

Objectors have also raised concerns in relation to the traffic arrangement on site, stating the property will create traffic problems both within and outside of the property. The number of car parking spaces to be provided is compliant with the required rate as specified within Clause 52.06 of the *Scheme*. Further to this, Council's Traffic Engineer has also raised a concern in relation to the development not proposing a turning area within the site, which would allow all vehicles to exit in a forward motion. This is not considered to be applicable to the proposed development as the accessway serves less than four car spaces.

The current design of the accessway is considered appropriate. The existing vehicle crossover to the northern end of the site will be reinstated and include a separate driveway that accommodates one parking space for the existing dwelling. As such, the proposed accessway servicing the existing dwelling and proposed dwelling have resolved the requirement for vehicles to exit in forward motion. The access arrangement supports a safe pedestrian and vehicular movement as detailed within the supporting traffic engineering report produced by ML Traffic Engineers dated 21 August 2019. The plans also show widening of the existing crossover and inclusion of visibility splay areas to each side of the accessway which will limit the height and location of visual obstructions at the entrance of each crossover, further ensuring the safety of pedestrians or cars exiting the site. In this instance, it is considered that the proposed design of the accessway and vehicle crossover provide for an acceptable outcome.

Lastly, there is concern that the proposal will result in an overdevelopment of the site, both in terms of the number of dwellings and size of the proposed dwelling. The proposal has been assessed on its own merits and found to be in accordance with all applicable design requirements as guided by Clause 55. Beyond this, various policy provision is made at both the State and Local level in regard to situating suitable medium-density development within the established areas. Clause 11.01-1S (Settlement) of the *Scheme* lists the following strategies in relation to growth and infill opportunities:

- *"Limit urban sprawl and direct growth into existing settlements."*
- *"Promote and capitalise on opportunities for urban renewal and infill redevelopment."*

Further to this, Clause 11.02-1S (Supply of urban land) of the *Scheme* states that planning for growth should consider *"Opportunities for the consolidation, redevelopment and intensification of existing urban areas."*

Clause 16.01-1S (Integrated Housing), and Clause 16.01-2S (Location of residential development) of the *Scheme* specify the following strategies:

- *"Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including under-utilised urban land."*
- *"Increase the proportion of new housing in designated locations within established urban areas and reduce the share of new dwellings in greenfield and dispersed development areas."*
- *"Encourage higher density housing development on sites that are well located in relation to jobs, services and public transport."*

Finally, the following strategy is contained within Clause 21.04-1 (Urban Design) of the MSS:

- *"Encourage and support well designed infill residential development in areas characterised by single and double storey detached dwellings."*

REPORT NO: SU440 (cont.)

As evidenced by the above policy, infill development has become increasingly common within the Craigieburn area, and will continue to form an important role in housing Hume's increasing population. The proposed development will sit comfortably within the subject land as well as the wider surrounding area which can facilitate such density outcomes.

8.3 Disruption

Concerns have been raised regarding potential disruption to the neighbouring properties during the construction process relating to noise, potential damage and access arrangements. Relevant noise restrictions applicable during the construction process will be regulated by the Environment Protection Authority. Building sites within Hume City are required to comply with Part 4 of the Hume City Council *General Local Law No. 1 – 2013* and the Building and Works Code of Practice at all times. The laws also seek to ensure that such activities do not cause detriment to the health, safety and amenity of our community. Further protections measures are to be provided by way of protection works for adjoining owners as per the *Building Act 1993*. These protections will ensure the impacts during the construction process are minimised and managed appropriately.

8.4 Property Devaluation

Concerns were raised regarding property value depreciation due to the proposed development. In *Frazer v Boroondara CC [2000] VCAT 1341 (30 June 2000)*, it was argued that such a claim is unsubstantiated without undertaking considerable analysis, as follows:

*"The valuation of an individual property is a complex and dynamic matter. Valuations can be affected by a range of site specific and locality specific factors which require a significant degree of experience and expertise to assess. I was not presented with any evidence or submissions which would enable me to form a view that the granting of a permit for a second dwelling on the subject site would lead to a devaluation of Mr Frazer's property."*

It is further noted that property devaluation claims have consistently been refuted by the Victorian Civil Administrative Tribunal and are not considered as a valid planning objection.

8.5 Notification process

A concern was raised regarding the timeframe provided to object to the application. Notification of the application has been provided for a period of at least 14 days in accordance with Form 2 of the *Planning and Environment Regulations 2005*.

9. **ASSESSMENT:**

- 9.1 A detailed discussion of the proposal against the particular requirements of Clauses 32.08, 52.06 and 55 of the *Hume Planning Scheme* is provided below. The proposal can satisfy the requirements of the respective provisions subject to the inclusion of permit conditions.

**Clause 32.08-4 – Minimum garden area requirement**

- 9.2 Garden area is a percentage of a lot that must be set aside to ensure the open garden character of suburbs is protected.
- 9.3 Clause 32.08-4 specifies a lot of this size (670.4 square metres) must provide a garden area which equates to 35 percent of the site area.
- 9.4 The site provides above the minimum requirement at 38.9 per cent garden area as defined by the garden area definition stipulated in Clause 72 of the *Hume Planning Scheme*.

REPORT NO: SU440 (cont.)

**Clause 52.06 – Car parking**

9.5 Clause 52.06 requires car parking at the following rates:

- One car space for each one or two bedroom dwelling;
- Two car spaces for each three or more bedroom dwellings, with one covered space;
- One car space for visitors for developments of five or more dwellings.

9.6 Both the existing and proposed dwelling contain three bedrooms and will each be provided with a single covered space and tandem space, thus satisfying the car parking provisions of Clause 52.06.

9.7 Clause 52.06-9 of the *Scheme* requires that if an accessway serves four or more car parking spaces, the accessway must be designed so that cars can exit the site in a forward direction.

9.8 The application has since been amended to reinstate the existing vehicle crossover and provide a driveway to accommodate one car parking space for the existing dwelling. As such, vehicles to exit in a forward direction is no longer applicable. In response to the concern raised regarding the length of the accessway, Mitford Crescent is a quiet residential street which will allow for safe reversing. Safe pedestrian and vehicular maneuverability is supported by the widening of the existing crossover, reduced risk from the relocation of one parking space and the submitted traffic engineering report produced by ML Traffic Engineers dated 21 August 2019 demonstrating compliance with the proposed access arrangement.

9.9 It is further noted the plans show visibility splay areas in accordance with Clause 52.06-9 of the *Scheme*, which will limit obstructions to the driver's view.

9.10 The site is compliant with all other relevant design standards as found within Clause 52.06 of the *Scheme*.

**Clause 55 – (Two or More Dwellings on a Lot and Residential Buildings):**

**Clause 55.01 – Neighbourhood and Site Description and Design Response**

9.11 A satisfactory neighbourhood and site description and site design response plan has been provided for consideration. Assessment of the proposal against the objectives and standards of Clause 55 of the *Scheme* is provided below. In summary, the proposal generally satisfies all objectives subject to conditions being placed on any permit issued.

**Clause 55.02 – Neighbourhood Character and Infrastructure (Standards B1 to B5)**

9.12 Mitford Crescent and the wider surrounds in this portion of Craigieburn are typically characterised by detached single and double storey brick veneer dwellings. The first floors of those dwellings are recessive in nature and generally consist of lighter construction materials such as weatherboard. An emerging typology of medium density infill developments of single and double storey dwelling forms are apparent within the vicinity of the site.

9.13 Examples of medium density developments within the nearby context include 48 Mitford Crescent (P19288), 10 Whitley Crescent (P15030), 4 Parton Place (P15541) and 6 Grinstead Court (P16976), all of which are single storey dwellings to the rear of the existing dwelling. Further afield, developments including multiple units may be found including double storey dwellings to the rear as well as multi-unit developments. These have commonly proliferated within the surrounding streets including Gillingham Crescent, Northleigh Avenue, Hardy Avenue and Dianne Avenue.

**REPORT NO: SU440 (cont.)**

- 9.14 The proposed development includes a double storey dwelling to the rear of the existing dwelling. The built form presents in a battleaxe arrangement with access proposed via a shared accessway along the southern property boundary and separate access for the existing dwelling proposed to the northern end of the property boundary. The dwelling will have a contemporary design with pitched roof forms, projecting eave profiles, simple fenestration, and a covered front porch. The proposal also uses building materials that are sympathetic to the surrounding area.
- 9.15 The concept of a two storey development is generally acceptable in terms of the surrounding context. The proposed development appropriately manages bulk and built form at the first floor by providing a significantly smaller first floor footprint in comparison to the ground floor footprint, providing significant setbacks from the ground floor footprint. Articulated walls as well as lightweight rendered materials also assist with managing the perception of bulk and mass of the proposed dwelling. Built form and materials are similar in style to existing double storey dwellings within the area and sit appropriately within both the existing and emerging character of the area.
- 9.16 The proposed development has been appropriately located in the context of an established urban environment being well connected to all relevant services and utilities within the area of emerging infill development. The design demonstrates consistency with relevant housing policy objectives offering suitable dwelling diversity.
- 9.17 The proposed development promotes limited change upon the streetscape of Mitford Crescent, with limited views possible via the accessway and beyond the roofline of the existing dwelling. The proposed dwelling will feature adequate vehicle and pedestrian links to the site frontage from the entry porch. Various habitable room windows provide passive surveillance to the street and internally on site.

**Clause 55.03 – Site Layout and Building Massing (Standards B6 to B15)**

- 9.18 The proposal maintains the existing front setback of 8.1 metres to the front boundary. The setbacks remain to be consistent with the requirements of Standard B6.
- 9.19 The proposed development has a maximum building height of 6.83 metres to the roof pitch. This complies with the height restrictions of Standard B7 (9 metres).
- 9.20 Site coverage (38.4 percent) and permeability of the site (31.8 percent) are well within the maximum 60 percent site coverage and minimum 20 percent permeability parameters of Standards B8 and B9.
- 9.21 The proposal incorporates energy efficient design through the dwelling and private open space layouts, which allows solar access into secluded private open space areas and internal living areas. Eaves or retractable awnings are featured throughout the proposed dwelling to limit excessive solar heating. A 2000 litre water tank is also proposed for both the existing and proposed dwelling.
- 9.22 The existing dwelling will maintain a clearly identifiable entry and porch area, while dwelling 2 provides a well-defined porch visible from the accessway. Dwelling 2 also includes a habitable room window looking on to the accessway providing passive surveillance. Sensor lighting is also provided in accordance with Standard B12.
- 9.23 The layout ensures that the rear setbacks of each dwelling can accommodate appropriate landscaping, including a canopy tree each, which will enhance the landscape setting as they establish over time.
- 9.24 The existing accessway will be widened by a maximum of 950mm and the existing vehicle crossover will be widened to 5.4 metres to allow for adequate vehicle access. This equates to approximately 24 percent of the frontage width, in accordance with the requirements of Standard B14.
- 9.25 Each dwelling is provided with conveniently located vehicle parking for residents, with all habitable room windows located well away from the shared accessway. This meets Standard B15.

REPORT NO: SU440 (cont.)

**Clause 55.04 – Amenity Impacts (Standards B17 to B24)**

- 9.26 All ground and first floor walls have been set back in accordance with Standard B17.
- 9.27 The development proposes a wall to be constructed on the southern boundary for a length of approximately 6.46 metres. The maximum height of the wall will be 2.84 metres. This meets the requirements of Standard B18.
- 9.28 Dwelling 2 is located well away from any existing habitable room windows located on adjoining allotments. This ensures sufficient daylight to existing habitable room windows is retained in accordance with Standard B19.
- 9.29 Standard B20 relates to north facing windows within three metres of the boundary of the subject land. This is not applicable in this instance, as no north facing windows are within the specified area.
- 9.30 The submitted shadow diagrams demonstrate that there will be minimal shade produced to the adjoining allotments. Overshadowing is within the permitted limits and complies with Standard B21.
- 9.31 The dwelling 2 ground floor habitable room windows are appropriately treated for overlooking due to the existing boundary fencing which are all at least 1.8 metres in height. All first floor habitable room windows have been sufficiently treated for overlooking using obscure glazing or the implementation of minimum window sill heights at least 1.7 metres above the finished floor level. This is in accordance with the requirements of Standard B22.
- 9.32 The proposed window screening treatments and raised sill heights of 1.7 metres above the finished floor level also assist with limiting the internal views on-site in accordance with Standard B23.
- 9.33 The development will not give rise to any additional noise than what is to be expected by a residential development.

**Clause 55.05 – On-Site Amenity and Facilities (Standards B25 to B30)**

- 9.34 Dwelling 2's entry is accessed via minimal number of steps (two) due to the gradient change of the land and proposed finished floor levels. The access, as well as the internal configuration can easily be modified to accommodate persons with limited abilities in accordance with Standard B25.
- 9.35 The entry to the proposed dwelling will be clear and identifiable and creates a sense of personal address in accordance with Standard B26.
- 9.36 All proposed habitable room windows will receive appropriate access to daylight, thus satisfying Standard B27.
- 9.37 Standard B28 of the *Scheme* requires each dwelling to have a private open space (POS) area with a minimum of 40 square metres, including of 25 square metres of secluded private open space (SPOS). The existing dwelling is provided with 96 square metres of POS, of which 62.8 square metres is SPOS. The proposed dwelling is provided with 64.4 square metres of POS, of which at least 29.7 square metres is SPOS. Overall, the development delivers adequate private and secluded private open space areas in terms of area and dimensional requirements as prescribed by Standard B28.
- 9.38 Both the existing and proposed dwelling are provided with SPOS areas which are oriented to the north, allowing for appropriate solar access in accordance with Standard B29.
- 9.39 Each dwelling is provided with a storage shed within the respective private open space that accords with Standard B30.

**Clause 55.06 – Detailed Design (Standards B31 to B34)**



**REPORT NO: SU440 (cont.)**

- 9.40 The proposed design of dwelling 2, including the concrete hipped roof profiles, use of ground floor brickwork, and first floor rendered cladding, as well as the simple door and window proportions are all considered to be suitable in the context of both the existing and emerging character of the area. The walls are well articulated to reduce perceived bulk and mass to match the existing neighbourhood character. The lightweight materials in light colours are sympathetic to the existing area.
- 9.41 No front fence is proposed.
- 9.42 The proposed layout is designed to avoid future management issues should the land be subdivided.
- 9.43 The plans suitably demonstrate the location of site services and designate areas for other ancillary facilities.

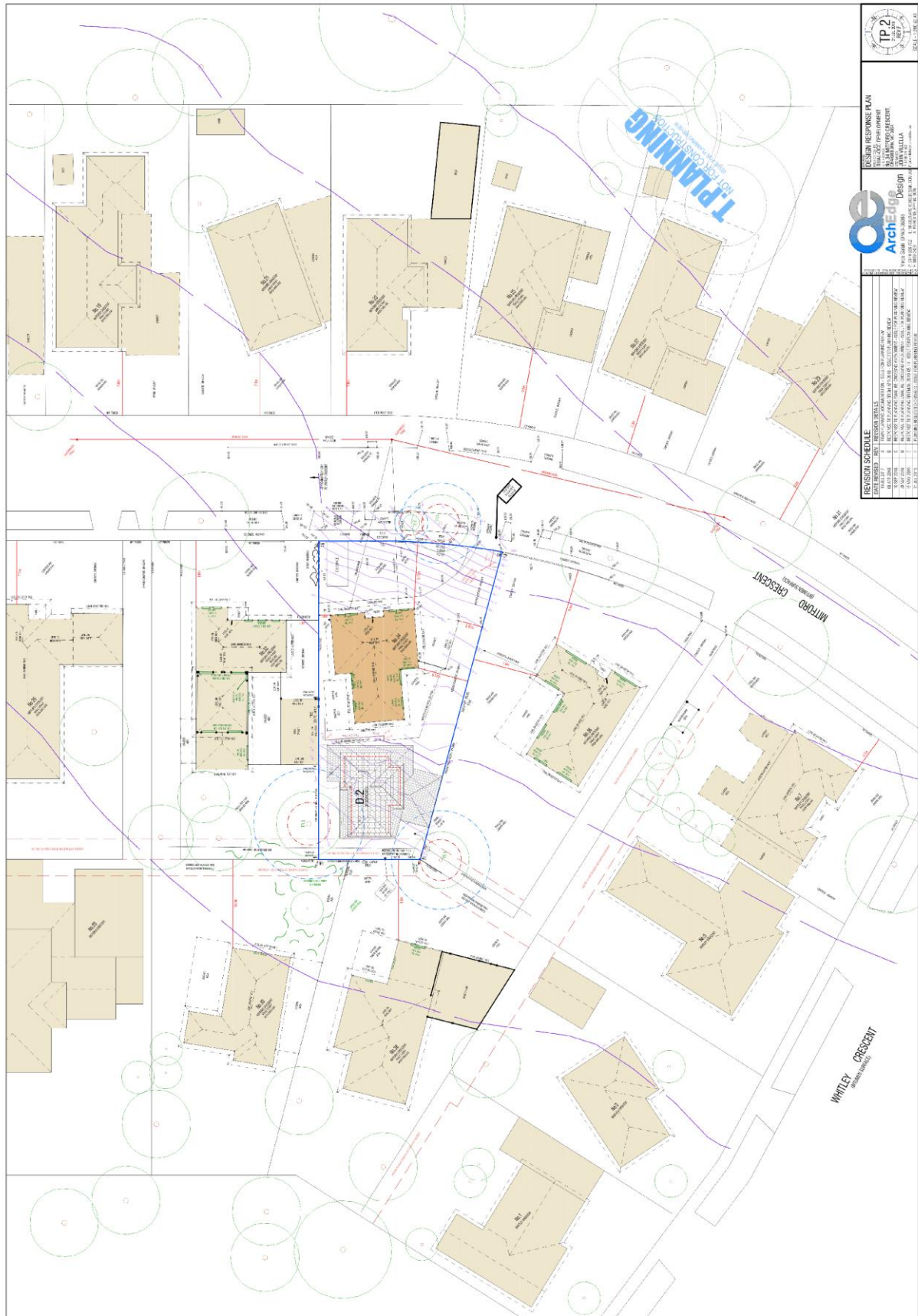
**10. CONCLUSION**

The proposed development is considered appropriate for the site and surrounding area and generally complies with the requirements of Clause 52.06 and Clause 55 of the *Hume Planning Scheme*. The proposal provides an increase in the diversity of housing choice within Craigieburn and delivers a site responsive design which limits amenity impacts. For these reasons, it is recommended that the application be supported, subject to the recommended permit conditions.

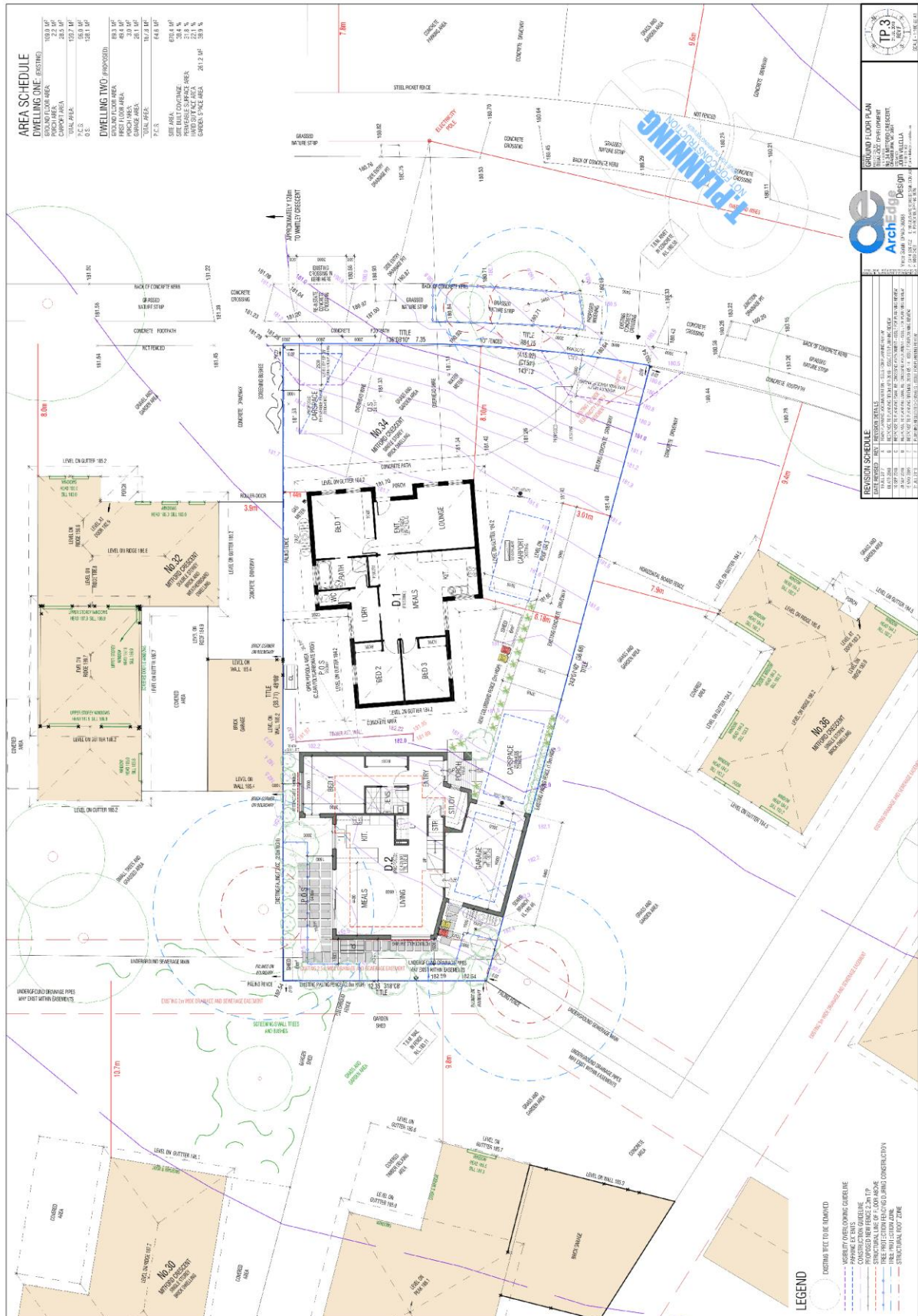
**REPORT NO: SU440 (cont.)**

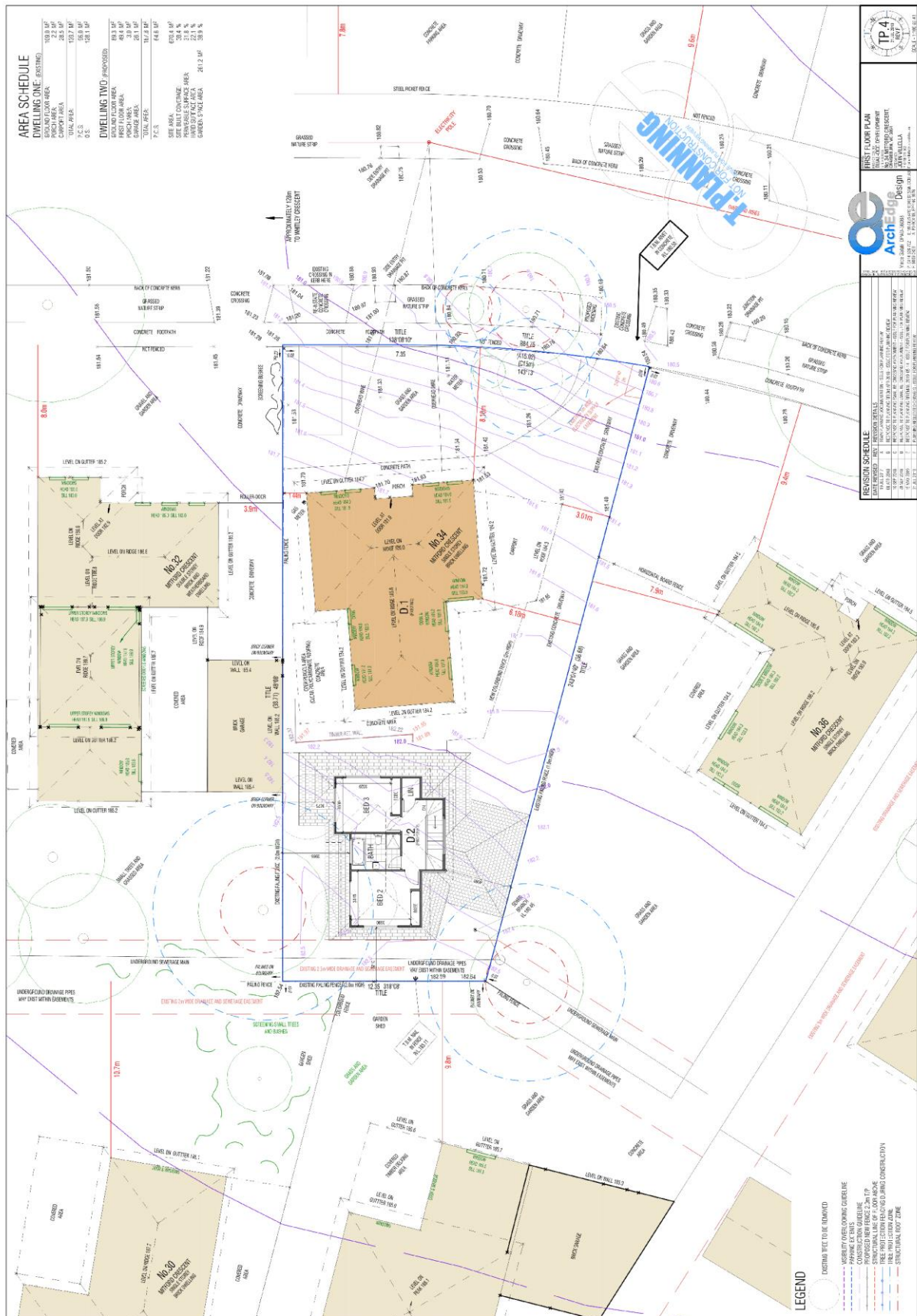
THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



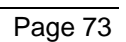












THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



## LOCALITY PLAN

P21005

34 Mitford Crescent, Craigieburn



THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

---

REPORT NO:	SU441
REPORT TITLE:	1440 Hume Highway, Kalkallo - Multilot subdivision of land and the creation of access to a road within a Road Zone Category 1
SOURCE:	Bangera Karan, Town Planner
DIVISION:	Planning and Development
FILE NO:	P22237
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:	1. <i>Locality Map</i> 2. <i>Subdivision concept Plan</i>

---

Application No:	P22237
Proposal:	Multilot subdivision of land and the creation of access to a road within a Road Zone Category 1
Location:	1440 Hume Highway, Kalkallo
Zoning:	Urban Growth Zone Schedule 5 Development Contributions Overlay Schedule 5 Public Acquisition Overlay 1 and 3
Applicant:	Roberts Day Pty Ltd
Date Received:	8 May 2019

---

## 1. SUMMARY OF REPORT:

- 1.1 Approval has been sought for a multi lot subdivision of land including access to a road within a Road Zone Category 1. The site is located at 1440 Hume Highway, Kalkallo and forms part of the Cloverton Estate. The subject site is encumbered by a Public Acquisition Overlay Schedule 1 and 3 (PAO) under clause 45.01 of the Hume Planning Scheme. The purpose of PAO 1 and 3 is to identify land which is proposed to be acquired by a public authority for road construction and widening and for the Outer Metropolitan Ring/ E6 Transport Corridor. The application fails to take into consideration the objectives of this overlay which has resulted in VicRoads objecting to the application on the basis that it fails to comply with the provisions of the Hume Planning Scheme.
- 1.2 Refusal of the application is recommended.

## 2. RECOMMENDATION:

That Council, having considered the application on its merits, resolves to issue a Notice of Refusal to Grant a Permit for the multi lot subdivision and the creation of access to a road within a Road Zone Category 1 at 1440 Hume Highway Kalkallo on the following Grounds:

- 2.1 The proposed subdivision is inconsistent with the relevant purpose of the PAO1 and PAO3 affecting the land, which is to ensure that changes to the use or development of the land do not prejudice the purpose for which the land is to be acquired.

REPORT NO: SU441 (cont.)

**Note**

- **VicRoads as a Determining Authority under the provisions of Clause 66.03 of the Hume Planning Scheme and Section 55 of the Planning & Environment Act has objected to the application.**

**3. PROPOSAL:**

- 3.1 The application proposes a multi lot subdivision and the creation of access to a road within a Road Zone Category 1 at 1440 Hume Highway, Kalkallo. The subdivision incorporates a total of 321 residential allotments, 1.66 hectares of encumbered land for drainage/ waterway & wetland and 0.75 hectares of passive open space.
- 3.2 The development is proposed across 20.27 hectares and is generally in accordance with the Lockerbie Precinct Structure Plan, Native Vegetation Precinct Plan and Development Contributions Plan, with the exception of the western most lots that are proposed within the Public Acquisition Overlay. The extent of the PAO3 within the subject site is shown on the submitted plan.
- 3.3 The subject site has a current permit P20695 issued by Council on 9 July 2018, which allows for a staged multi lot subdivision, public open space area and land encumbered by drainage/ waterways. The difference between the existing permit and the current application is that this proposed subdivision will be reduced to comprise only the northern section of the site, with the lots extending west in the PAO areas. The existing permit does not have lots within the PAO.

**4. SITE AND SURROUNDS**

- 4.1 The subject site of this application is a small 20.27 hectare portion of the larger 265 hectares land holding, formally known as Lot AA on Plan of Subdivision 818676E.
- 4.2 The site is located on the western side of the Hume Highway, this part of Cloverton is within the DB3 permit area with the future Dwyer Street and DP3D permit to the east. A number of stages within the Cloverton estate have already been constructed, with development rapidly progressing north from Donnybrook Road.
- 4.3 The western interface with Hume Highway includes the Public Acquisition Overlay associated with the future road construction and widening of the Hume Freeway/ Outer Metropolitan Ring Road interchange running north-south in this location.

**5. BACKGROUND**

- 5.1 Several planning permit applications have been lodged and/or approved for land contained within the Lockerbie Precinct Plan. These include:
  - 1450 Hume Highway, Kalkallo (Stockland Pty Ltd; P15824) - approved.
  - 40 Dwyer Street, Kalkallo (National Pacific Pty Ltd; P15826) – approved.
  - DP12, 705 Donnybrook Road, Kalkallo (Stockland Pty Ltd; P18628) – approved.
  - DP2, 110 Dwyer Street, Kalkallo (Stockland Pty Ltd; P19075) – approved.
  - DP3A, 1440 Hume Freeway, Kalkallo (Stockland Pty Ltd; P19978) – approved.
  - Cloverton Display Village, including Stockland Cloverton Vision Centre and NPP sales office (Stockland Pty Ltd; P19488) – approved.
  - DP3B, 1440 and 1450 Hume Highway, Kalkallo (Stockland Pty Ltd; P20695) – approved
  - DP3D, 1440 and 1450 Hume Highway, Kalkallo (Stockland Pty Ltd; P20748) – approved

REPORT NO: SU441 (cont.)

- Local Town Centre permit application, Toyon Road (National Pacific Properties; P19863) – approved.

6. PLANNING CONTROLS:

6.1 The following policies and provisions of the Hume Planning Scheme (“the Scheme”) are relevant in the consideration of the application:

<i>Planning Policy Framework</i>	<p>Clause 11: Settlement</p> <p>Clause 11.01-1S: Settlement</p> <p>Clause 11.02-1S: Supply of urban land</p> <p>Clause 15: Built Environment and Heritage</p> <p>Clause 15.01: Built Environment</p> <p>Clause 15.01-3: Subdivision Design</p> <p>Clause 15.01-5S: Neighbourhood Character</p> <p>Clause 16: Housing</p> <p>Clause 16.01-1S: Integrated housing</p> <p>Clause 16.01-2S: Location of residential development</p> <p>Clause 16.01-3S: Housing diversity</p> <p>Clause 16.01: Residential Development</p> <p>Clause 18: Transport</p> <p>Clause 19: Infrastructure</p>
<i>Local Planning Policy Framework</i>	<p>Clause 21: Municipal Strategic Statement (MSS)</p> <p>Clause 21.02: Urban Structure and Settlement</p> <p>Clause 21.02-1: Managing Growth and Increasing Choice</p> <p>Clause 21.03-1: Liveable Communities</p> <p>Clause 21.03-2: Housing</p> <p>Clause 21.04-1: Urban Design</p> <p>Clause 21.04-2: Environmentally Sustainable Design and Development</p>
<i>Local Policies</i>	Not applicable
<i>Zoning</i>	<i>Clause 37.07: Urban Growth Zone (Schedule 5)</i>
<i>Overlays</i>	<p><i>Clause 45.01: Public Acquisition Overlay (Scheduler 1 and 3).</i></p> <p><i>Clause 45.06: Development Contributions Plan Overlay (schedule 5)</i></p>
<i>Particular Provisions</i>	Clause 52.29: Land adjacent to a Road Zone, Category 1 or Public Acquisition Overlay for a Category 1 Road

REPORT NO: SU441 (cont.)

	Clause 53.01: Public Open Space Contribution and Subdivision.
General Provisions	Clause 65.2: Approval of an Application to Subdivide Land Clause 66: Referrals and Notice Provisions

- 6.2 It is policy that any new developments provide safe, functional and good quality environments with a sense of place and cultural identity.
- 6.3 Subdivisions must be designed to be liveable, walkable, cyclable, diverse and sustainable neighbourhoods. A range of lot sizes is preferable to allow for a variety of dwelling types to meet the differing needs of the community.

**Lokerbie Precinct Structure Plan (PSP), Development Contributions Plan (DCP) and Native Vegetation Protection Plan (NVPP)**

- 6.4 The subject land was incorporated into the urban growth boundary as part of the planning scheme amendment gazetted on 6 August 2010. The strategic growth area framework for the north growth corridor was released on 13 June 2012, identifying the subject land for future residential use.
- 6.5 The Lokerbie PSP, DCP and NVPP came into effect in June 2012 under Amendment C161 to the Hume Planning Scheme which included rezoning the land to Urban Growth Zone 5.
- 6.6 These documents set the framework for developing the land, protecting vegetation and delivering and funding infrastructure. The PSP acknowledges that the land is affected by a Public Acquisition Overlay to provide for the widening of the Hume Freeway and the future Outer Metropolitan Ring Road.

**Planning Permit Triggers**

- 6.7 Under clause 37.07-10 of the Scheme, a permit is required to subdivide land in the Urban Growth Zone (where a PSP has been approved).
- 6.8 Clause 52.29 of the Scheme requires a permit to create access to a road within a Road Zone Category 1.
- 6.9 Under clause 45.01-1 of the Scheme, a permit is required to subdivide land affected by a Public Acquisition Overlay. The PAO Schedules 1 and 3 set out the road corporation (VicRoads) as the acquiring authority for the road construction and widening and the Outer Metropolitan Ring/E6 transport corridor.

**7. REFERRALS:**

- 7.1 The application was referred to the following external determining authorities under Section 55 of the Planning and Environment Act 1987 ("the Act"):

Referral authority	Consent	Conditions requested
VicRoads	No	Submitted grounds for refusal
Melbourne Water	Further information requested	-
Yarra Valley Water	Yes	Yes
Jemena	Have not responded	-
<b>Internal Referrals</b>		
Engineering	Have not responded	-

REPORT NO: SU441 (cont.)

Strategic	No	N/A
Environment	Yes	Yes

**8. ADVERTISING:**

- 8.1 Clause 37.07-13 of the Hume Planning Scheme provides the public notice provisions under the Urban Growth Zone. This clause states the following:

“An application under any provision of this scheme which is generally in accordance with the precinct structure plan applying to the land is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act., unless the schedule to this zone specifies otherwise.”

- 8.2 In all aspects other than the provision of land for the Public Acquisition Overlay Schedule 1 and 3 the application is generally in accordance with the PSP and the Scheme. The application is therefore exempt from the notice and review requirement.
- 8.3 Additionally, under the PAO provisions, an application is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act, as per clause 45.01-2 of the scheme.

**9. ASSESSMENT:**

- 9.1 The proposed subdivision fails to adequately consider the Public Acquisition Overlay in its design, proposing residential allotments and local roads in an area affected by an overlay which has the express purpose of setting aside land to provide for the Hume Freeway widening and the future Outer Metropolitan Ring Road interchange.
- 9.2 This will conflict with the objectives of the PAO1 and 3 and will significantly prejudice the delivery of strategically important infrastructure for the State and region.
- 9.3 VicRoads as a determining referral authority under Section 55 of the Act have objected to the proposal and provided the following grounds for refusal: “The proposed subdivision is inconsistent with the relevant purpose of the PAO1 and PAO3 affecting the land, which is to ensure that changes to the use or development of the land do not prejudice the purpose for which the land is to be acquired”.
- 9.4 In addition to the ground for refusal offered by VicRoads, a proposal for lots within the PAO would be contrary to the orderly and proper planning of the site and surrounding area and the proposed subdivision will prejudice the delivery of infrastructure of strategic significance at a regional and state level.
- 9.5 Apart from the allotments and local roads shown within land affected by the Public Acquisition Overlays, the proposal generally meets the requirements of the Hume Planning Scheme, the Lockerbie PSP, DCP and NVPP

**10. CONCLUSION**

- 10.1 The proposed subdivision fails to consider the Public Acquisition Overlay Schedule 1 and 3 and has not adhered to the requirement to set land aside for the Outer Metropolitan Ring Road Transport Corridor.
- 10.2 VicRoads as a Determining Authority under the Hume Planning Scheme and as an acquiring authority have objected to the application. For this reason, and despite general compliance with other requirements of the Hume Planning Scheme, the application is recommended for refusal.

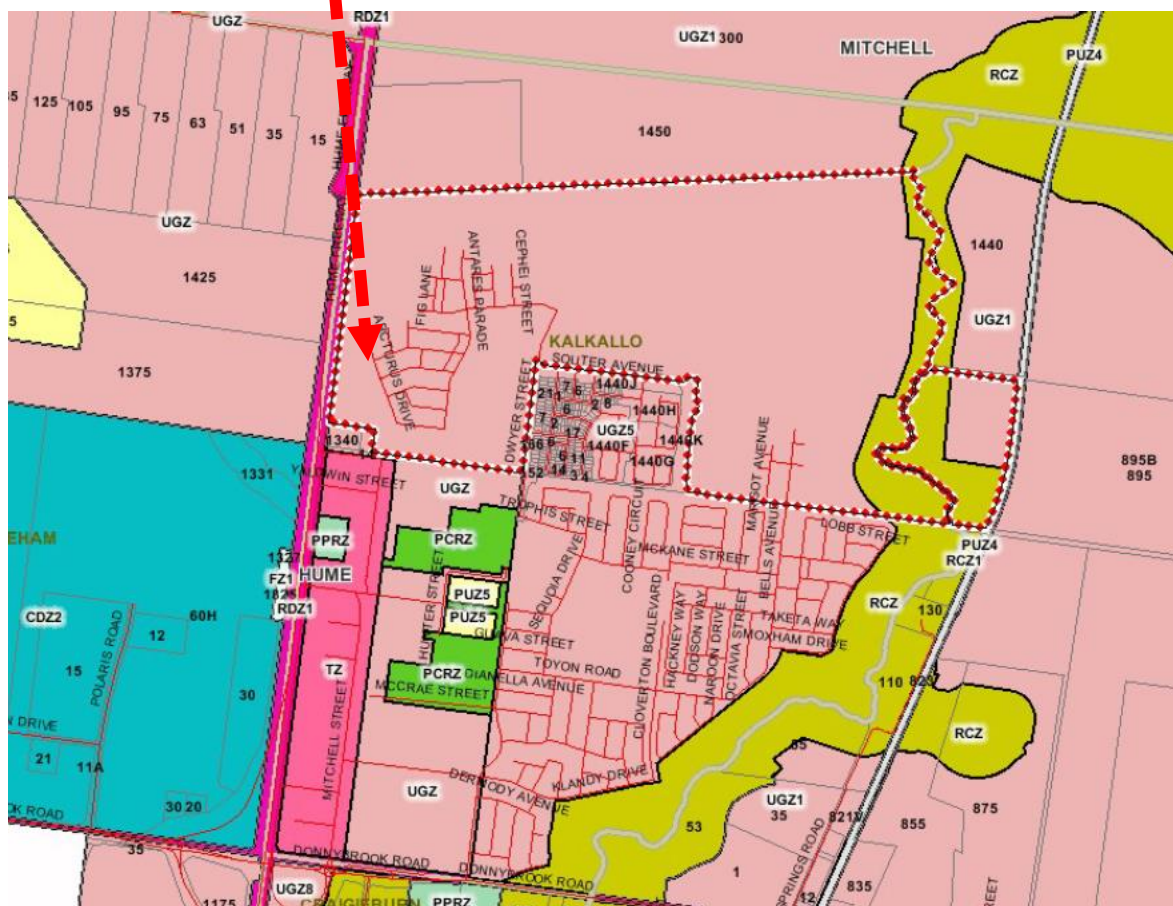
**REPORT NO: SU441 (cont.)**

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



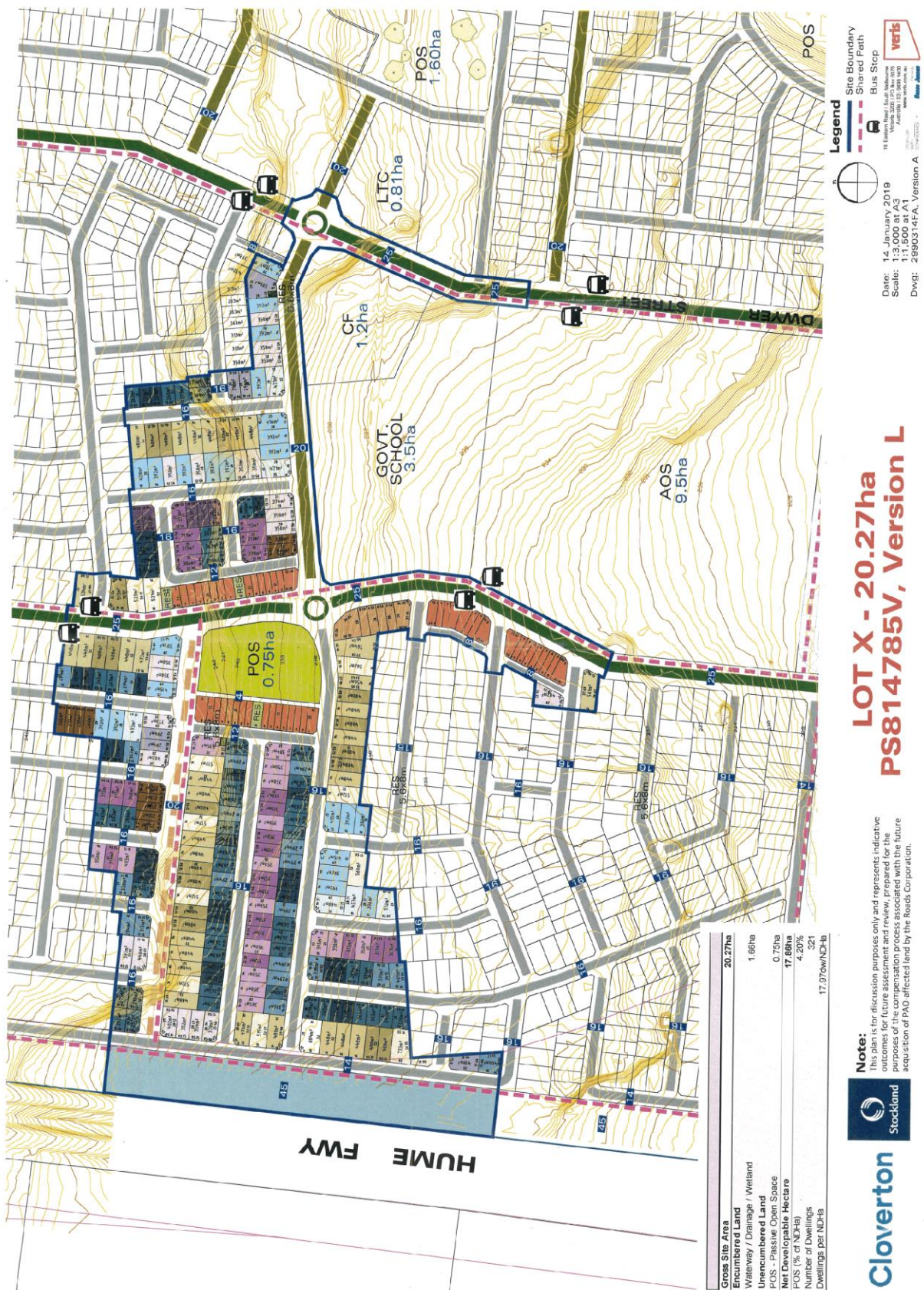
## LOCALITY AND ZONING MAP

### P22237 – 1440 Hume Highway, Kalkallo



THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK





THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

---

<b>REPORT NO:</b>	SU442
<b>REPORT TITLE:</b>	Statutory Planning Monthly Report September 2019
<b>SOURCE:</b>	Blake Hogarth-Angus, Coordinator Statutory Planning
<b>DIVISION:</b>	Planning and Development
<b>FILE NO:</b>	-
<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>	Nil

---

## 1. SUMMARY OF REPORT:

This report incorporates the VCAT appeals update and decisions made by Council officers under delegation for the month of August 2019. This report also details some performance indicators.

### Performance

- 1.1 Included within this report are bar charts illustrating the following key performance indicators:
- Planning applications received, determined and closed in the previous month.
  - Outstanding applications.
  - Average gross days in dealing with planning applications.
  - Percentage of applications issued in 60 days or less.
  - Percentage of applications issued in 60 days or less based on difficulty of applications.
- 1.2 87 permit applications were received in August 2019; up from 67 the previous month and the second highest number received within the past 12 months. 52 permits were issued in August, decreasing from the 92 permits issued in July.
- 1.3 Ten applications were closed off in the month of August which is generally consistent with the monthly average. The number of total outstanding applications slightly increased from 435 in July to 461 in August; however, this remains the second lowest number of outstanding applications over the past year.
- 1.4 The percentage of applications decided in 60 days or less was 59% in August; up from 39% in July and the highest number issued in the last year.
- 1.5 The average number of gross days taken to determine planning applications was 159 in July; which is the highest average figure to date and places Hume's average number of days taken above both the other growth Councils and metropolitan Melbourne Council's for the first time.
- 1.6 The percentage of simple applications issued in 60 days or less increased to 80% from 68% the previous month. The percentage of average applications issued in 60 days or less was 57% in August, up from 37% in July. The percentage of complex applications issued in 60 days or less was 50% in August; the highest number over the past 12 months.
- 1.7 The table representing this data has been adjusted to accurately represent time frames and other reporting frameworks available to Council.

REPORT NO: SU442 (cont.)

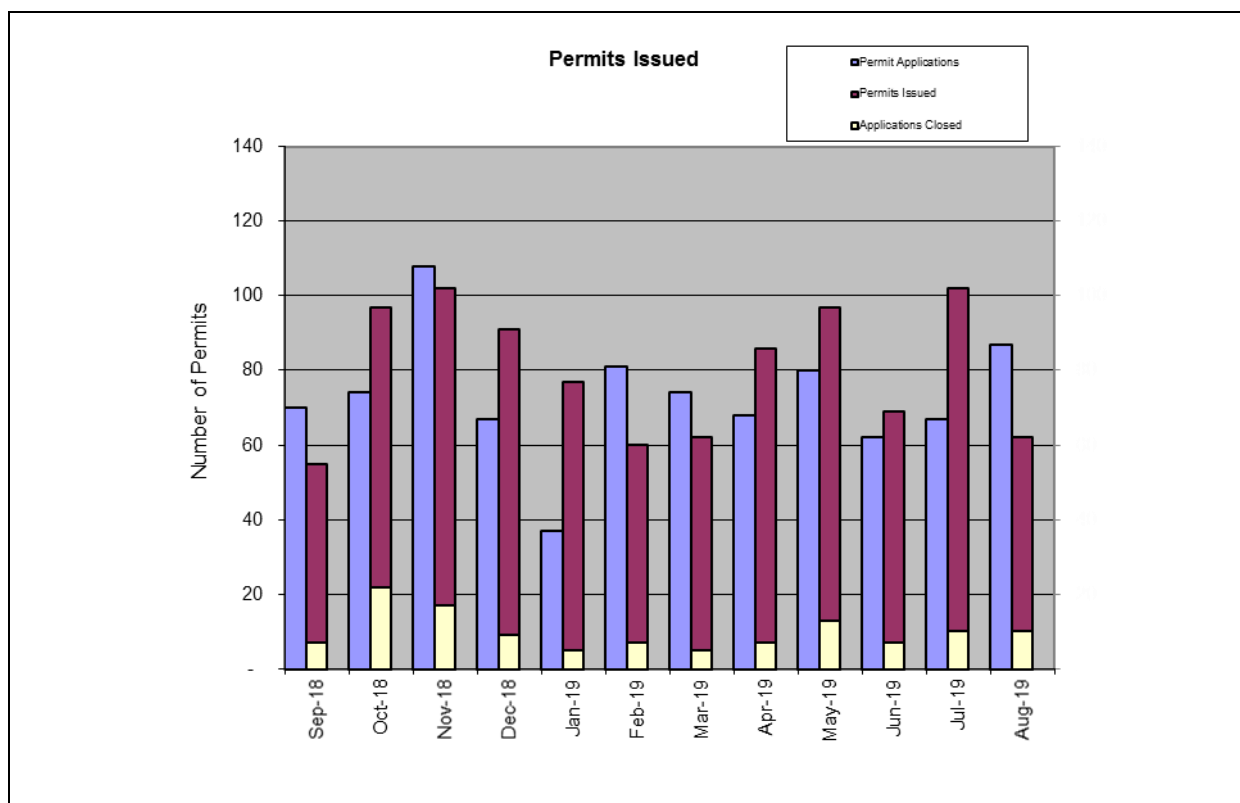
**Delegated matters**

- 1.8 The table within Section 4 of this report further details applications that have been determined under delegated authority including planning applications that receive two objections or less, applications to amend planning permits or plans, applications to extend planning permits, applications to certify plans of subdivision, and the issuing of Statements of Compliance under the Subdivision Act and Section 173 Agreements signed under delegation.

**2. RECOMMENDATION:**

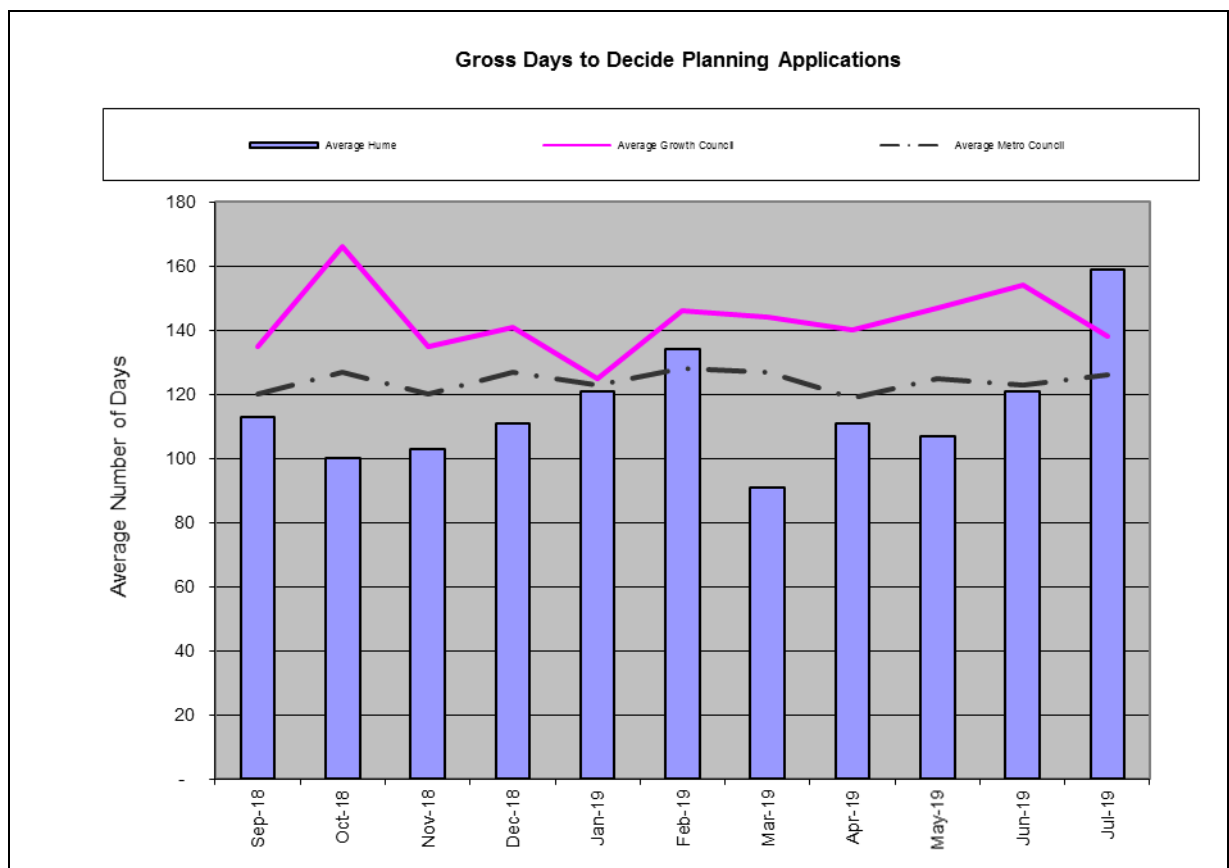
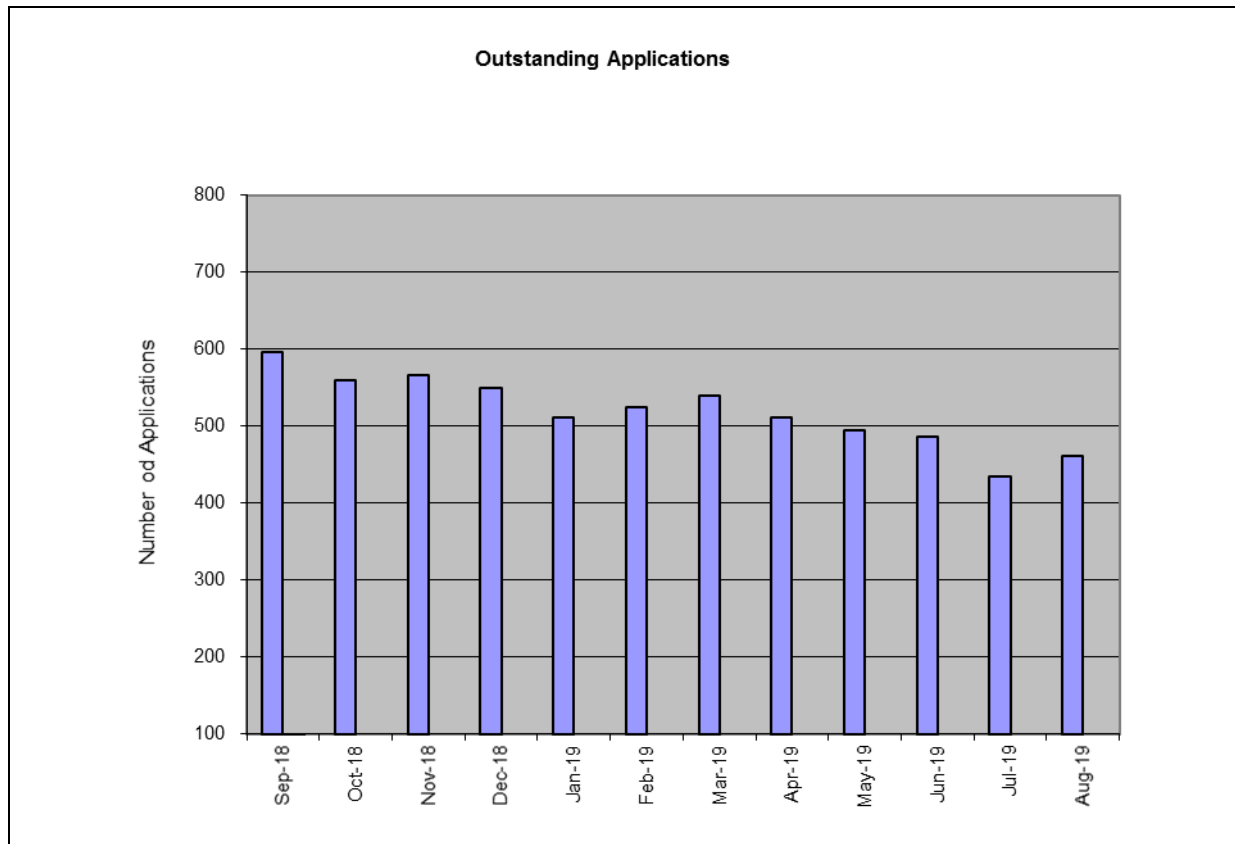
**That the report be noted.**

	August 2019
Permit Applications	87
Permits Issued	52
Applications Closed	10



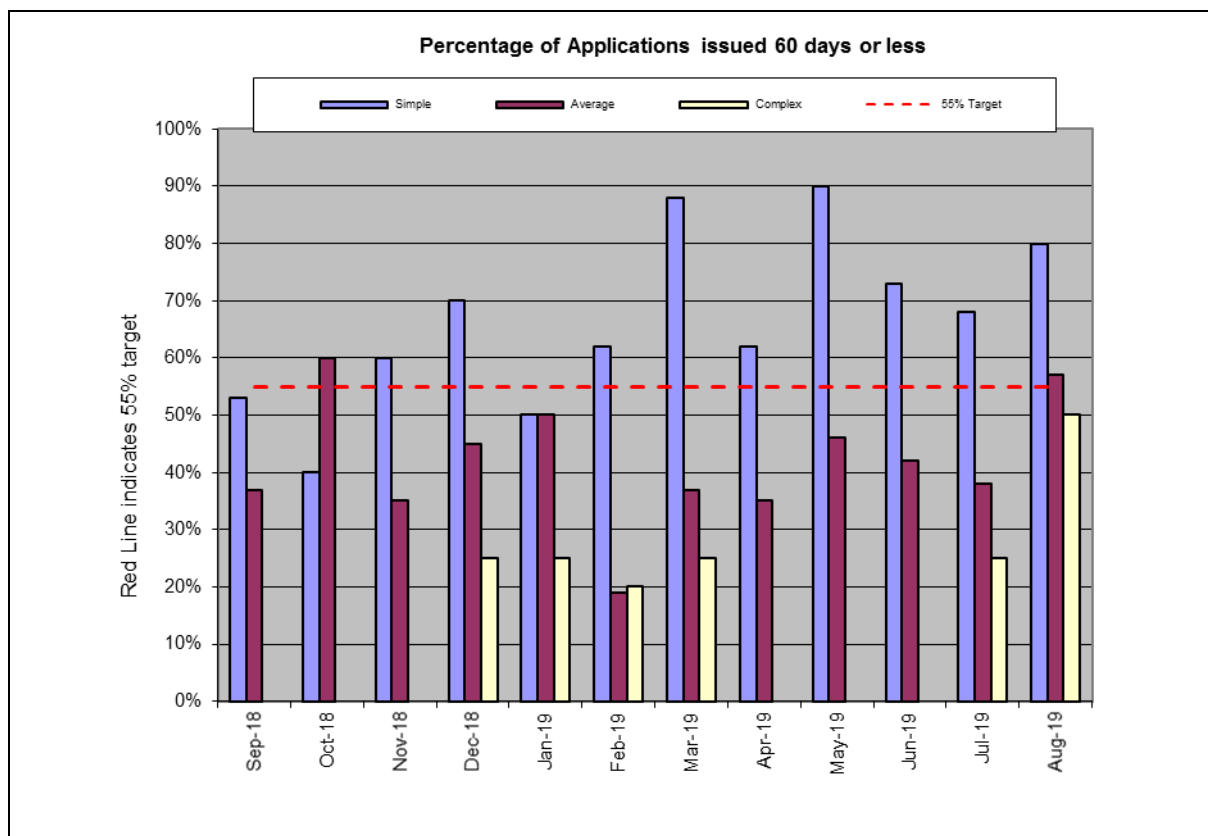
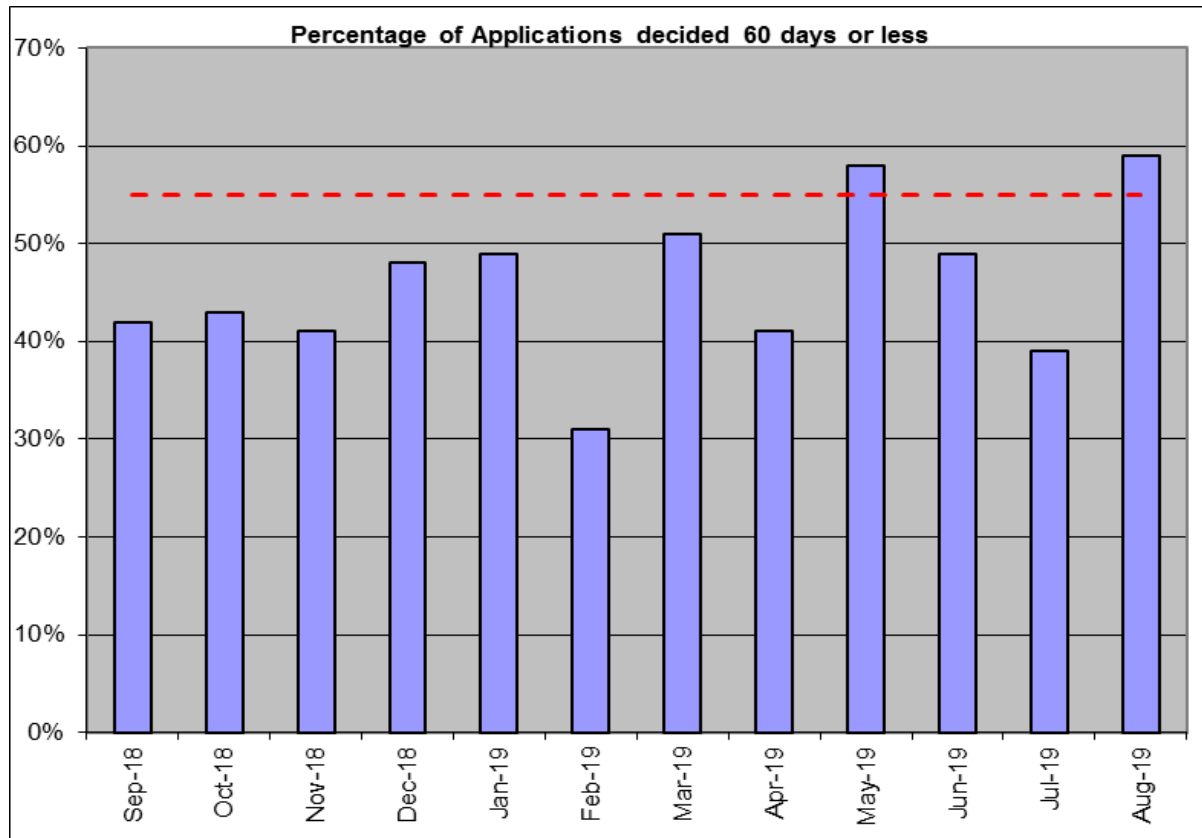
\*Permits issued include: Permits, VicSmart, permit from NOD, VCAT Permit (including S72)  
 \*Applications closed includes: prohibited, no permit required, withdrawn, cancelled, lapsed and, failure to determine (including S72)  
 (not included are Notices of Decisions and Notices of Refusals)

REPORT NO: SU442 (cont.)





REPORT NO: SU442 (cont.)





**REPORT NO: SU442 (cont.)**

**3. APPEAL DECISIONS TO DATE:**

- 3.6 This report includes all VCAT decisions received in the month of August 2019. It also includes the current month prior to the Council meeting to give Council a more up to date report on VCAT decisions. One initiating order and three VCAT decisions have been received since the last Council meeting.
- 3.7 A VCAT order dated 12<sup>th</sup> August 2019 confirmed that the application for an appeal against the refusal to grant a planning permit for a childcare centre at 1 Rokeby Crescent and 3 Cimperwood Drive, Craigieburn had been withdrawn by the applicant.
- 3.8 VCAT issued an order dated 28<sup>th</sup> August 2019 which allowed the application for an enforcement order at 40 McNabs Road, Keilor proceed. The order requires the owner to remove the dependant persons unit from the land and reinstate the land to its pre-existing condition or relocate the unit in accordance with the endorsed permit plans by 5pm on 25<sup>th</sup> September 2019. The order also requires the owner to pay the application, hearing and legal fees to the responsible authority by 5pm on 25<sup>th</sup> September 2019.
- 3.9 An order was issued by VCAT on the 23<sup>rd</sup> August 2019 regarding the development of 29 dwellings, earthworks and a reduction in visitor car parking at 13-19 Langport Crescent, Sunbury. The order affirms the decision of the responsible authority and states that no permit is to be granted.
- 3.10 VCAT also issued an order on 4<sup>th</sup> September 2019 pertaining to an application for a staged subdivision, access to a road zone and construction of dwellings on lots less than 300 square metres at 41 Mitchells Lane, Sunbury. The order varied the decision of the responsible authority, directed a permit to be issued and vacated the hearing listed for 21<sup>st</sup> October 2019.

APP. NUMBER	PROPOSAL	ADDRESS	DECISION	APPEAL TYPE	DATE	STATUS
P13310	Stone extraction without permit	40 Batey Court, Bulla	Enforcement Order	Submitted by Council	Date to be set down	To be heard
P21426	Use and development of a dependent person's unit	40 McNabs Road, Keilor	Enforcement proceeding	Appeal by applicant	28/8/2019	Order issued 28 <sup>th</sup> August 2019 granting the application for an enforcement order and requiring remedial action by 25 <sup>th</sup> September 2019, as well as awarding costs to Council
P21181	Use and development of land as a primary school	92-96 Railway Crescent, Broadmeadows	Appeal for failure to determine	Appeal by applicant	2/09/2019	Amending order issued to set a new hearing date of 2 <sup>nd</sup> September 2019. To be heard.
P21828	Use and development of the site for a residential hotel and basement car park	133-141 Western Avenue, Westmeadows	Appeal for failure to determine	Appeal by applicant	02/10/2019	Amending order postpones the hearing date from 5 <sup>th</sup> August to the 2 <sup>nd</sup> October 2019. To be heard

**REPORT NO: SU442 (cont.)**

APP. NUMBER	PROPOSAL	ADDRESS	DECISION	APPEAL TYPE	DATE	STATUS
P20954	Use and development of a childcare centre	1 Rokeby Crescent & 3 Cimberwood Drive, Craigieburn	Appeal against refusal to grant a planning permit	Appeal by applicant	15/08/2019	Order issued 12 <sup>th</sup> August 2019 confirmed the applicant has withdrawn their appeal.
P20478	Development of 29 dwellings	13-19 Langport Crescent, Sunbury	Appeal for failure to determine	Appeal by applicant	25/07/2019	Order issued 23 <sup>rd</sup> August 2019, affirming the decision of the responsible authority and stating that no permit is to be granted.
P20820	Development of five double storey dwellings, waiver of one visitor car space and removal of two restrictive covenants	43 Elmhurst Road, Gladstone Park	Appeal against refusal to grant a planning permit	Appeal by applicant	29/08/2019	To be heard
P21973	Multilot subdivision	90 Providence Road, Greenvale	Appeal for failure to determine	Appeal by applicant	23/08/2019	To be heard
P21561	Display and erection of a double sided, non-illuminated major promotion sign	75 Vineyard Road, Sunbury	Appeal for failure to determine	Appeal by applicant	02/08/2019	Decision pending
P21560	Proposed place of worship associated buildings and works and access to a RDZ1	1550 Mickleham Road, Mickleham	Appeal against Notice of Decision to grant a permit	Appeal by objector	7/10/2019	To be heard
P21118	Use and development of a Transfer Station (Waste Building Material)	76-79 Kyabram Street, Coolaroo	Appeal against refusal to grant a planning permit	Appeal by applicant	14/10/2019	To be heard
P22043	Staged subdivision, Access of a Road Zone category 1 and construction of dwellings on lots less than 300sqm	41 Mitchells Lane, Sunbury	Appeal for failure to determine	Appeal by applicant	11/11/2019	Order issued 4 <sup>th</sup> September 2019 to vary the decision of the responsible authority, grant a permit and vacate the hearing date
P20815	2 lot subdivision, removal of native vegetation and variation of restrictive covenant	30 Eucalyptus Court, Mickleham	Appeal against Notice of Decision to grant a permit	Appeal by objector	20/12/2019	To be heard

**REPORT NO: SU442 (cont.)**

APP. NUMBER	PROPOSAL	ADDRESS	DECISION	APPEAL TYPE	DATE	STATUS
P20276	2 lot subdivision and creation of carriageway easement	350 Konagaderra Rd Oaklands Junction	Seeking a declaration from VCAT as to why the Condition 1 plans cannot be endorsed by Council	Appeal by applicant	29/10/2019	To be heard
P20352.01	Use and development of a trade supplies warehouse, caretakers house to include development of a helicopter land site	78-82 Freight Drive Somerton	Appeal against refusal to grant an amendment to a planning permit	Appeal by applicant	23/10/2019	To be heard
P21607	Variation to restrictive covenant	15 Eastgate Rd Craigieburn	Appeal against refusal to grant a permit	Appeal by applicant	06/02/2020	To be heard
P21789	Use and development for place of worship, earthworks, access to a RDZ1 and reduction in car parking requirements	1540 Mickleham Road, Mickleham	Appeal against Notice of Decision to grant a permit	Appeal by objector	20/02/2020	To be heard

**4. MATTERS DETERMINED UNDER DELEGATION:**

The following table lists all matters dealt with under delegation between 30 July 2019 and 2 September 2019.

MATTERS DEALT WITH UNDER DELEGATION			
P12199	Warehouse with ancillary office & showroom areas & dispensation of car parking	75-135 Maygar Bvd, Broadmeadows	Amended plans endorsed (Secondary Consent)
P14412	54 dwellings – Bridgehaven Village Stage 81	1-27 Huntington Dr, Craigieburn	Extension of Time issued
P15202	Boundary realignment & development of dwelling	321 Arundel Rd, Keilor	Extension of Time issued
P17116	Material recycling facility (dry waste)	10 Lisa Pl, Coolaroo	Extension of Time issued
P17744	Staged multilot subdivision & dwellings on lots less than 300m <sup>2</sup>	100 Vineyard Rd, Sunbury	Amended plans endorsed (Secondary Consent)
P17864	Single storey dwelling to rear of existing dwelling	19 McComb St, Sunbury	Extension of Time issued
P18692	3 double storey dwellings & 1 single storey dwelling	148 Langton St, Jacana	Extension of Time issued
P18719	3 double storey dwellings	15 Avalon Ave, Broadmeadows	Extension of Time issued
P19028	Addition of dwelling to existing shop	7 Olsen Pl, Broadmeadows	Extension of Time issued
P19259	7 double storey dwellings & 2 single storey dwellings	222 Widford St, Broadmeadows	Amended plans endorsed (Secondary Consent)
P19268	3 double storey dwellings	143 Sunset Bvd, Jacana	Extension of Time issued

**REPORT NO: SU442 (cont.)**

<b>MATTERS DEALT WITH UNDER DELEGATION</b>			
P19322	Warehouse & office at rear (side) of existing warehouse	3/148 Northbourne Rd, Campbellfield	Amended plans endorsed (Secondary Consent)
P19534	2 lot subdivision	40 Gordon St, Tullamarine	Extension of Time issued
P18201.03	Multi-lot subdivision Kallo Estate	40 Dwyer St, Kalkallo	Amended plans endorsed (Secondary Consent)
P19749	2 double storey dwellings	42 Trumpington Tce, Attwood	Amended plans endorsed (Secondary Consent)
P20249	3 double storey dwellings (proposed Lot 1726 Zeal Way)	575L Craigieburn Rd, Craigieburn	Amended plans endorsed (Secondary Consent)
P20667	2 lot subdivision	9 Pembroke Cres, Craigieburn	Extension of Time issued
P21049	Child care centre & erection signage	2 Design Way, Kalkallo	Amended plans endorsed (Secondary Consent)
P21081	6 double storey dwellings	110 Anderson Rd, Sunbury	Amended plans endorsed (Secondary Consent)
P21262	4 double storey dwellings & 2 single storey dwellings	6 Bliburg St, Jacana	Amended plans endorsed (Secondary Consent)
P21309	3 double storey dwellings	5 Cornish St, Sunbury	Amended plans endorsed (Secondary Consent)
P21517	2 single storey dwellings to rear of existing dwelling	6 Melwood Ct, Meadow Heights	Amended plans endorsed (Secondary Consent)
P21539	1 single storey dwelling to side of existing dwelling	7 Hoylake Ct, Sunbury	Amended plans endorsed (Secondary Consent)
P21892	2 lot subdivision	30 O'Herns Rd, Somerton	Amended plans endorsed (Secondary Consent)
P20253.01	Staged multilot subdivision	200 Olivers Rd, Mickleham	Extension of Time issued
P4131.04	Quarry re-habilitation landfill for Category C, contaminated soils, acid sulphate soils, asbestos & clean fill	600 Sunbury Rd, Bulla	Amended permit issued
P20495.01	Emergency services (ambulance) & ancillary emergency services education centre	21-29 Global Dr, Westmeadows	Amended permit issued
P19109.01	Extension to existing residential aged care facility & reduction in bicycle parking	10 Spavin Dr, Sunbury	Amended permit issued & amended plans endorsed
P18289.01	Double storey dwelling to rear of existing dwelling	24 Melba Ave, Sunbury	Amended plans endorsed
P20690.01	Double storey dwelling & swimming pool in Green Wedge Zone	242 McGregor Rd, Sunbury	Amended plans endorsed
P21294.01	12 double storey dwellings	145 Kitchener St, Broadmeadows	Amended permit issued & amended plans endorsed
P18134.01	Multiple dwellings, staged multi-lot subdivision & removal of native vegetation (Valley Park)	31 Erinbank Cres, Westmeadows	Amended permit issued

**REPORT NO: SU442 (cont.)**

<b>MATTERS DEALT WITH UNDER DELEGATION</b>			
P21170	Telecommunications facility & removal native & non-native vegetation	135 Forest Red Gum Dr, Mickleham	Permit issued
P21605	3 double storey dwellings	5 Homewood Ct, Meadow Heights	Permit issued
P21626	Double storey dwelling adjacent to existing dwelling	4 Millport Rise, Greenvale	Permit issued
P21636	Internal mezzanine storage level within existing warehouse	5/1-3 Frederick St, Sunbury	Permit issued
P21807	Shed in Green Wedge A Zone	25 Williams Rise, Sunbury	Permit issued
P21821	Single storey dwelling to rear of existing dwelling	13 Gosford Cres, Broadmeadows	Permit issued
P21851	3 double storey dwellings & removal Covenant in its entirety which restricts the subject site to 2 dwellings	24 Gerbert St, Broadmeadows	Permit issued
P21901	Industry (depot) & reduction car parking	33 Burnett St, Somerton	Permit issued
P21938	9 lot subdivision	25-37 Branchilly Dr, Roxburgh Park	Permit issued
P21954	3 lot subdivision & variation of easement including removal of native vegetation	17 Broadfield Rd, Broadmeadows	Permit issued
P22023	Additions to existing warehouse, including addition to proposed crossover & revised car parking layout	160 Hume Hwy, Somerton	Permit issued
P22034	4 double storey dwellings	17 Cuthbert St, Broadmeadows	Permit issued
P22120	Change of use to allow car sales	3 / 1968 Sydney Rd, Campbellfield	Permit issued
P22137	3 residential dwellings on an allotment	17 Housden St, Broadmeadows	Permit issued
P22165	Business identification signage	1922A Sydney Rd, Campbellfield	Permit issued
P22198	7 dwellings (6 x 3 storey, 1 x 2 storey) & associated works	28 Fouz St, Roxburgh Park	Permit issued
P22222	Mezzanine floor in association with existing warehouses & reduction car parking	7 / 1-3 Maygar Bvd, Broadmeadows	Permit issued
P22223	4 lot subdivision	34 Banksia Gr, Tullamarine	Permit issued
P22227	2 double storey dwellings	10 Turnberry Dr, Sunbury	Permit issued
P22234	2 double storey dwellings	24 Distinction Ave, Craigieburn	Permit issued
P22247	Removal native vegetation (scattered grasses)	165-205 Gunns Gully Rd, Mickleham	Permit issued
P22272	2 lot subdivision	1027 Pascoe Vale Rd, Jacana	Permit issued
P22288	3 lot subdivision	4 Seymour St, Broadmeadows	Permit issued
P22293	3 lot subdivision	1/275 Camp Rd, Broadmeadows	Permit issued
P22298	3 lot subdivision	1/50 Malcolm Creek Pde, Craigieburn	Permit issued
P22299	3 lot subdivision	40 Arena Ave, Roxburgh Park	Permit issued
P22327	2 lot subdivision	14 Bannister St, Jacana	Permit issued

**REPORT NO: SU442 (cont.)**

<b>MATTERS DEALT WITH UNDER DELEGATION</b>			
P22335	3 lot subdivision	11-15 Smiley Rd, Broadmeadows	Permit issued
P11228	Verandah on lot less than 300m <sup>2</sup>	6 Brunswick Cres, Craigieburn	Permit issued
P22347	3 lot subdivision	15 Decco Dr, Campbellfield	Permit issued
P22349	Toilet/shower facility	121-209 Camp Rd, Broadmeadows	Permit issued
P22350	Change of use to beauty salon & training centre	12 Reservoir Dr, Coolaroo	Permit issued
P22388	2 lot subdivision	22 Gasoline Way, Craigieburn	Permit issued
P22393	2 lot subdivision	10 Saint Rd, Craigieburn	Permit issued
S008905	60 lot subdivision - Cloverton Estate - Stage 325	1440 Hume Freeway, Kalkallo	Plan Certified 30 July 2019
S008390	28 lot subdivision – Annandale Estate – Stage 21	495 donnybrook Rd, Mickleham	Plan certified 31 July 2019
S008843	2 lot subdivision – dual occupancy	66 Mackellar Dr, Roxburgh Park	Plan certified with Statement of Compliance 30 July 2019
S008859	5 Lot Subdivision & Creation of Easement - Industrial	48, 50 & 52 McDougall Road, Sunbury	Statement of Compliance 20 August 2019
S008471	22 Lot Subdivision - Residential	10 Bannon Avenue, Sunbury	Plan Certified 20 August 2019
S007938	18 Lot Subdivision - Valley Park The Crest - Stage 9	2-24 Nyora Court, Westmeadows	Plan re-certified with Statement of Compliance 20 August 2019
S007939	19 Lot Subdivision - Valley Park The Crest - Stage 10	2-24 Nyora Court, Westmeadows	Plan re-certified with Statement of Compliance 20 August 2019
S008334	58 Lot Subdivision - True North - Stage 13	30-98 Lysterfield Drive, Greenvale	Statement of Compliance 20 August 2019
S008936	3 Lot Subdivision - Multi Unit	85 Lahinch Street, Broadmeadows	Statement of Compliance 21 August 2019
S008879	2 Lot Subdivision - Industrial	85 Yellowbox Drive, Craigieburn	Statement of Compliance 21 August 2019
S008787	5 Lot Subdivision - Multi Unit	15 Oliver Court, Fawkner	Plan Certified with Statement of Compliance 21 August 2019
S008774	2 Lot Subdivision - Dual Occupancy	13 Eldorado Crescent, Meadow Heights	Plan Certified 21 August 2019
S008515	4 Lot Subdivision - Multi Unit	34 Broadmeadows Road, Tullamarine	Plan Certified with Statement of Compliance 21 August 2019
S008649	2 Lot Subdivision - Dual Occupancy	1 Avisha Way, Greenvale	Plan Certified 21 August 2019
S008346	2 Lot Subdivision - Industrial	10 Burnett Street, Somerton	Statement of Compliance 22 August 2019

**REPORT NO: SU442 (cont.)**

<b>MATTERS DEALT WITH UNDER DELEGATION</b>			
S008501	17 Lot Subdivision - Annandale Estate - Stage 12B	495 Donnybrook Road, Mickleham	Plan Re-Certified 22 August 2019
S008519	3 Lot Subdivision - Multi Unit	3 Henderson Road, Tullamarine	Plan Certified with Statement of Compliance 23 August 2019
S008735	2 Lot Subdivision and the creation of a carriageway easement	1/12 Hogan Street, Sunbury	Plan Certified 23 August 2019
S008108	22 Lot Subdivision - Kallo Estate - Stage 17	40 Dwyer Street, Kalkallo	Plan Certified 23 August 2019
S008831	2 Lot Subdivision - Dual Occupancy	2 Star Way, Craigieburn	Plan Certified 26 August 2019
S008501	17 Lot Subdivision - Annandale Estate - Stage 12B	495 Donnybrook Road, Mickleham	Plan Re-Certified 27 August 2019
S008823	2 Lot Subdivision - Dual Occupancy	35 Reverence Drive, Craigieburn	Plan Certified 27 August 2019
S008864	2 Lot Subdivision - Dual Occupancy	13 Parnell Crescent, Gladstone Park	Statement of Compliance 27 August 2019
S008756	2 Lot Subdivision - Industrial	53 Stanley Drive, Somerton	Plan Certified 27 August 2019
S008855	8 Lot Subdivision - Industrial	29 Burnett Street, Somerton	Plan Certified with Statement of Compliance 28 August 2019
S008894	4 Lot Subdivision - Multi Unit	28 Shadforth Street, Westmeadows	Statement of Compliance 28 August 2019
S008894	4 Lot Subdivision - Multi Unit	16 Kinnaird Street, Jacana	Plan Certified 28 August 2019
S008736	10 Lot Subdivision - Residential	415 Mt Ridley Road, Craigieburn	Plan Certified 28 August 2019
S007943	Creation of Easement	2A Northpark Drive, Somerton	Statement of Compliance 28 August 2019
S007824	2 Lot Subdivision - Multi Unit	3 Almond Court, Campbellfield	Statement of Compliance 28 August 2019
S008957	3 Lot Subdivision - Multi Unit	40 Arena Avenue, Roxburgh Park	Plan Certified with Statement of Compliance 29 July 2019
S008844	4 Lot Subdivision - Multi Unit	16 Kinnaird Street, Jacana	Statement of Compliance 29 August 2019
S008466	40 Lot Subdivision - Trijena Estate - Stage 4	555 Donnybrook Road, Mickleham	Statement of Compliance 30 August 2019
S008374	89 Lot Subdivision - Residential	780 Somerton Road, Greenvale	Plan Re-Certified 30 August 2019
S008612	Rosenthal Estate - Superlot Plan - Stage 15	100B Vineyard Road, Sunbury	Plan Certified with Statement of Compliance 2 September 2019
S008735	2 Lot Subdivision and the creation of a carriageway easement	1/12 Hogan Street, Sunbury	Statement of Compliance 2 September 2019
S008653	68 Lot Subdivision - Highlands Estate - Stage 310	550 Craigieburn Road, Craigieburn	Plan Re-Certified 2 September 2019

**REPORT NO: SU442 (cont.)**

<b>MATTERS DEALT WITH UNDER DELEGATION</b>			
S008654	96 Lot Subdivision - Highlands Estate - Stage 312	550 Craigieburn Road, Craigieburn	Plan Re-Certified 2 September 2019
S008630	3 Lot Subdivision - Multi Unit	48 Quarter Street, Roxburgh Park	Plan Certified with Statement of Compliance 2 September 2019

<b>MATTERS DEALT WITH UNDER DELEGATION WITH OBJECTIONS</b>			
<b>FILE</b>	<b>PROPOSAL</b>	<b>ADDRESS OF PROPERTY</b>	<b>ACTION TAKEN</b>
P21349	3 double storey dwellings	8 Mitford Cres, Craigieburn	Notice of Decision to Grant a Permit
P21614	3 double storey dwellings	28 Bridgewater Rd, Craigieburn	Notice of Decision to Grant a Permit
P21810	4 double storey dwellings	18 Timins St, Sunbury	Notice of Decision to Grant a Permit
P21845	1 double storey dwelling to rear of existing dwelling	136 Greenvale Dr, Greenvale	Notice of Decision to Grant a Permit
P21995	3 double storey dwellings	40 Bamburgh St, Jacana	Notice of Decision to Grant a Permit
P22082	4 double storey unit development & subdivision of land	11 Shankland Bvd, Meadow Heights	Notice of Decision to Grant a Permit
P22143	2 double storey dwellings	2-4 Holloway Cl, Sunbury	Notice of Decision to Grant a Permit

<b>SECTION 173 AGREEMENTS SIGNED UNDER DELEGATION</b>			
<b>FILE</b>	<b>PROPOSAL</b>	<b>ADDRESS OF PROPERTY</b>	<b>ACTION TAKEN</b>
P21267	3 lot subdivision	8 Baileys Ct, Meadow Heights	Agreement signed on 28 August 2019
P22220	2 lot subdivision	12 Wattleglen St, Craigieburn	Agreement signed on 28 August 2019
P21597	2 lot subdivision	10 Queensferry Pl, Greenvale	Agreement signed on 28 August 2019
P29485	2 lot subdivision	65-85 Punt St, Craigieburn	Agreement signed on 28 August 2019

<b>VICSMART PERMITS SIGNED UNDER DELEGATION</b>			
<b>FILE</b>	<b>PROPOSAL</b>	<b>ADDRESS OF PROPERTY</b>	<b>ACTION TAKEN</b>
P22345	2 lot subdivision	5 Burnett St, Somerton	Permit issued
P22364	2 lot subdivision	6 Leeds Pl, Campbellfield	Permit issued
P22381	New awning, roller shutter door & minor works	50 Stanley Dr, Somerton	Permit issued
P22394	2 lot subdivision	2 Parkfront Cres, Roxburgh Park	Permit issued
P22395	2 lot subdivision	4 Dooen Ct, Westmeadows	Permit issued
P22397	2 lot subdivision	6 Apollo Cres, Dallas	Permit issued
P22416	2 lot subdivision	12 Knight Ct, Meadow Heights	Permit issued
P22434	Awnings, roller shutter door & minor works associated with existing building	50 Stanley Dr, Somerton	Permit issued



---

<b>REPORT NO:</b>	GE379
<b>REPORT TITLE:</b>	2019/20 Growing Suburbs Fund
<b>SOURCE:</b>	Bruce Fordham, Manager Leisure Centres and Sports; Nicole Wilson, Acting Coordinator Grants and Projects
<b>DIVISION:</b>	Corporate Services
<b>FILE NO:</b>	HCC16/387
<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>	Nil

---

**1. SUMMARY OF REPORT:**

- 1.1 The Victorian Government's 2019/20 Growing Suburbs Fund (GSF) provides a contribution towards meeting critical local community infrastructure needs in Melbourne's fast-growing outer suburbs.
- 1.2 Hume City Council is one of the ten eligible interface councils who can apply for funding towards a diverse range of new, expanded or upgraded infrastructure projects that have direct benefit to local communities.
- 1.3 Council is therefore proposing a diverse range of projects for consideration by the Victorian Government.

**2. RECOMMENDATION:**

**That Council:**

**2.1 approves the submission of the following projects to the Growing Suburbs Fund:**

- 2.1.1 John Laffan Reserve Pavilion redevelopment
- 2.1.2 Kalkallo North Community Centre
- 2.1.3 Cloverton Recreation Reserve Pavilion
- 2.1.4 Greenvale Recreation Reserve Playspace
- 2.1.5 Goonawarra Neighbourhood House redevelopment
- 2.1.6 Selwyn Avenue Neighbourhood House redevelopment
- 2.1.7 Gladstone Park Reserve Pavilion redevelopment

**2.2 Notes the allocation of funding from the 2019/20 budget, including:**

- 2.2.1 \$850,000 for Greenvale Recreation Reserve Playspace
- 2.2.2 \$57,000 for Goonawarra Neighbourhood House redevelopment
- 2.2.3 \$22,500 for Gladstone Park Reserve Pavilion redevelopment

**2.3 Notes the commitment of funding from future Council budgets of:**

- 2.3.1 \$875,000 for the John Laffan Reserve Pavilion redevelopment (2020/21)
- 2.3.2 \$254,000 for the Selwyn Avenue Neighbourhood House redevelopment (2020/21)
- 2.3.3 \$201,600 for Goonawarra Neighbourhood House redevelopment (2020/21)
- 2.3.4 \$727,500 for Gladstone Park Reserve Pavilion redevelopment (2020/21 and 2021/22)

REPORT NO: GE379 (cont.)

3. LEGISLATIVE POWERS:

The provision of community facilities is a function specified in accordance with *The Local Government Act 1989*.

4. FINANCIAL IMPLICATIONS:

4.1 There is an expectation that Council also invest in the projects that are submitted to the GSF. Projects that have additional funding will assist in further leveraging the Victorian Government's investment of \$50 million through the GSF.

4.2 It is therefore proposed that the projects be funded from the following sources:

Project	Total cost	Grant proposed	Council commitment	Other contribution/s
John Laffan Reserve Pavilion redevelopment	\$2,000,000	\$1,500,000	\$875,000 <i>Reduced to \$500,000</i>	<i>CIL contribution to be confirmed</i>
Kalkallo North Community Centre	\$8,750,000	\$2,000,000		\$6,750,000 <i>DIL estimate in Capital Works Program</i>
Cloverton Recreation Reserve Pavilion	\$2,990,000	\$1,495,000		\$1,495,000 <i>CIL estimate in Capital Works Program</i>
Greenvale Recreation Reserve Playspace	\$850,000	\$500,000	\$850,000 <i>Reduced to \$350,000</i>	
Goonawarra Neighbourhood House redevelopment	\$258,600	\$228,600	\$228,600 <i>Reduced to \$0</i>	\$30,000 <i>DHHS</i>
Selwyn Neighbourhood House redevelopment	\$254,000	\$254,000	\$254,000 <i>Reduced to \$0</i>	
Gladstone Park Pavilion redevelopment	\$750,000	\$750,000	\$750,000 <i>Reduced to \$0</i>	
<b>TOTAL</b>	<b>\$15,852,600</b>	<b>\$6,727,600</b>	<b>\$2,957,600</b> <b><i>Reduced to \$850,000</i></b>	<b>\$8,275,000</b>

4.3 Council's financial commitments towards these projects are from the *Four-Year Indicative Capital Works Program*.

4.4 Successful funding applications represent up to \$2,107,600 in savings to Council based on the current budget allocations in the *Four-Year Indicative Capital Works Program*.

**REPORT NO: GE379 (cont.)**

- 4.5 The Community Infrastructure Levy (CIL) contributions are unlikely to fully fund the total cost of delivering all required projects and therefore external funding is sought to cover the shortfall for growth area projects.

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

These projects will be developed with environmental sustainability as a strong theme during the planning, design and construction phases.

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

The design and construction of these projects will consider the implications climate change in order to minimize the impacts of the ongoing operations of the facilities.

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

Hume's diverse and growing community is driving the need for a greater range of responsive, affordable, accessible and flexible community facilities. Through the development of these projects, a strong commitment is being made to achieve social justice outcomes.

**8. COMMUNITY CONSULTATION:**

- 8.1 Many projects have been developed in consultation with local residents, community groups and sporting clubs, who will continue to be engaged throughout the implementation.

**9. DISCUSSION:**

**9.1 Growing Suburbs Fund (GSF)**

- 9.1.1 The Victorian Government is investing an additional \$50 million through the 2019/20 Growing Suburbs Fund to continue timely delivery of critical infrastructure in Melbourne's interface.
- 9.1.2 Grants will be targeted at high priority community infrastructure projects that contribute to:
- (a) delivery of innovative models of integrated/shared community infrastructure
  - (b) improved local economic conditions in Melbourne's interface communities
  - (c) improved capacity for councils to respond to changing community needs and demands
- 9.1.3 The 2019/20 GSF will fund a mix of projects that have a direct benefit to communities across these broad infrastructure categories:
- (a) Community health and well-being
  - (b) Early education, learning and training
  - (c) Sport, recreation and leisure facilities that support multi use purposes
  - (d) Environmental and climate change resilience
  - (e) Place making, civic amenity and community connecting
- 9.1.4 All infrastructure projects must commence construction within 18 months of the grant being announced (anticipated to be November 2019) and construction must be completed within three years from the start of construction.
- (a) Early site works such as drainage, service connections or earthworks are not considered as the commencement of construction.
- 9.1.5 Applications for the 2019/20 GSF close 30 September 2019.

REPORT NO: GE379 (cont.)

9.2 Projects considered for submission to the GSF

9.2.1 Following review of the GSF guidelines and Council's *Four-Year Indicative Capital Works Program*, a number of potential projects were identified. As a result of this analysis, the following projects were prioritised according to their alignment to the objectives of the GSF:

Project	Scope of works seeking funding	Rationale
John Laffan Reserve Pavilion Redevelopment, Donnybrook	Construction of a new modular pavilion and associated works	Project meets funding guidelines and will support the reconfiguration of the sports fields due to road widening
Kalkallo North Community Centre, Kalkallo	Construction of new integrated child and community hub	Project meets funding guidelines and will provide new community facilities for a rapidly growing community
Cloverton Recreation Reserve Pavilion	Construction of new multi-use sports pavilion	Project meets funding guidelines and will support the development of sporting activities for a rapidly growing community
Greenvale Recreation Reserve Playspace, Greenvale	New playspace	Project meets funding guidelines and is part of the master plan implementation
Goonawarra Neighbourhood House Redevelopment, Sunbury	Renovations to increase capacity and functionality of facility	Project meets funding guidelines and will address changing demands for the facility
Selwyn Avenue Neighbourhood House Redevelopment, Craigieburn	Renovations to increase capacity and functionality of facility	Project meets funding guidelines and will address changing demands for the facility
Gladstone Park Pavilion Redevelopment, Gladstone Park	Renovations to provide female friendly facilities and increase capacity	Project meets funding guidelines and will address increasing demand

9.2.2 This list presents a diverse range of projects across Hume City for consideration by the Victorian Government that if successful will deliver strong benefits to the Hume community.

10. CONCLUSION:

- 10.1 The Growing Suburbs Fund (GSF) is providing opportunities for interface Councils to access Victorian Government funding towards new, expanded or upgraded infrastructure projects.
- 10.2 Any funding provided by the Victorian Government through the GSF will support Council to deliver these important community infrastructure projects for our growing communities.

<b>REPORT NO:</b>	GE380
<b>REPORT TITLE:</b>	Update of Council's Instrument of Delegation to Members of Council Staff
<b>SOURCE:</b>	Gavan O'Keefe, Manager Governance
<b>DIVISION:</b>	Corporate Services
<b>FILE NO:</b>	HCC04/638-02
<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>ATTACHMENT:</b>	1. <i>Instrument of Delegation to Members of Council Staff</i>

**1. SUMMARY OF REPORT:**

- 1.1 Hume City Council's Instrument of Delegation from Council to Members of Council Staff (Attachment 1) is recommended to be updated to reflect a revised structure and changes to staff position titles that will begin to take effect in the Statutory Planning and Building Control Services Department on 1 October 2019. Other minor updates, unrelated to this structural change, are also recommended to be made to this delegation.

**2. RECOMMENDATION:**

- 2.1 That Council approves the Instrument of Delegation to Members of Council Staff, which is provided as Attachment 1 to this report, to take effect on 1 October 2019.
- 2.2 That the Instrument of Delegation to Members of Council Staff provided as Attachment 1 to this report, if approved, be signed and sealed.

**3. LEGISLATIVE POWERS:**

Council is given the power to delegate any of its powers, duties and functions, other than for stipulated exceptions, under the *Local Government Act 1989* (the Act).

**4. FINANCIAL IMPLICATIONS:**

Nil.

**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:**

There are no considerations that impact on climate change adaptation as a result of this report.

**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:**

Not applicable.

REPORT NO: GE380 (cont.)

9. DISCUSSION:

**Background**

- 9.1 Under section 98(1) of the Act, Council can by instruments of delegation delegate to members of Council Staff any of its powers, duties or functions other than:
- (a) the power of delegation;
  - (b) the power to declare a rate or charge;
  - (c) the power to borrow money;
  - (d) the power to approve any expenditure not contained in a budget approved by the Council;
  - (e) any power, duty or function of the Council under section 223 (right to make a submission); and
  - (f) any prescribed power.
- 9.2 Council currently delegates most of its legislative powers to either the Chief Executive Officer (CEO) or to other Council staff through the Instrument of Delegation from Council to the CEO and the Instrument of Delegation from Council to Members of Council Staff.
- 9.3 Council subscribes to a legislative update service provided by Maddocks. This service advises Council officers of changes to legislation that affects Council. Updates to delegations are normally made following the release of an update from Maddocks.
- 9.4 On this occasion, it is recommended that Council's Instrument of Delegation to Members of Council Staff is updated to reflect a revised structure and changes to staff position titles that will begin to take effect in the Statutory Planning and Building Control Services Department from 1 October 2019. Specifically, updates are recommended to the position titles recorded as delegates in the *Planning and Environment Act 1987*. Other minor updates to the *Planning and Environment Regulations 2015* and the *Local Government Act 1989* are also recommended. These change are explained in further detail below.
- 9.5 Because there will be some overlap between the current structure and staff position titles and the revised structured and staff position titles that will start to take effect from 1 October 2019 in the Statutory Planning and Building Control Services Department, the attached delegation includes both the current and new staff position titles. It is anticipated that when this delegation is updated again in the first half of 2020, the staff position titles that are no longer required will be removed.
- 9.6 No changes to Council's Instrument of Delegation to the CEO are recommended, therefore that delegation made by Council on 12 December 2016 remains current and it is not included with this report.

**Instrument of Delegation from Council to Members of Council Staff**

- 9.7 Under the current Instrument of Delegation from Council to Members of Council Staff, Council has delegated powers contained in legislation to specific positions held by persons within the organisation. These powers cannot be delegated to the CEO and then sub-delegated to staff, however the Instrument of Delegation to Members of Council staff also delegates these same powers to the CEO. This is to prevent any member of Council staff from having a power delegated to them that is not also delegated to the CEO.
- 9.8 The changes made to the attached Instrument of Delegation to Members of Council Staff, which are recommended for approval, are as follows:
- 9.8.1 ***Planning and Environment Act 1987***

REPORT NO: GE380 (cont.)

- (a) The new position titles of Coordinator Continuous Improvement and Building and Coordinator Statutory Planning have been added as a delegate to any powers that are currently delegated to the Coordinator Statutory Planning and Administration, Coordinator Statutory Planning (Growth Areas) and Coordinator Statutory Planning and Investigations;
- (b) The new position title of Major Projects and Investment Planner has been added as a delegate to any powers that are currently delegated to the Senior Town Planner;
- (c) The position of Planning Investigations Officer has been removed from the delegation, as the position no longer exists.

9.8.2 ***Planning and Environment Regulations 2015***

- (a) Regulation 21 has been updated to read as follow - Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act;
- (b) The delegates for this power included the new staff position titles referred to in paragraph 9.8.1 of this report.

9.8.3 ***Local Government Act 1989***

- (a) s181H – new power delegated to the CEO, being: ‘Power to enter into an environmental upgrade agreement on behalf of Council and declare and levy an environmental upgrade charge’. The Local Government Act 1989 prohibits the CEO from delegating this power to another person, and this has been recorded as a limitation against this delegated power.
- (b) s185L(4) – new power delegated to the CEO, being: ‘Power to declare and levy a cladding rectification charges’.
- (c) Whilst Council’s powers (other than for the exemptions) are delegated directly to the CEO, Maddocks recommends that the two powers listed above are delegated to the CEO via Council’s Instrument of Delegation from Council to Members of Council Staff.

**10. CONCLUSION:**

10.1 It is recommended that Council approves and signs and seals the Instrument of Delegation from Council to Members of Council Staff, which is provided as Attachment 1 to this report, which will:

- (a) reflect a revised structure and changes being made to staff position titles in the Statutory Planning and Building Control Services Department that start to take effect on 1 October 2019;
- (b) make other minor changes resulting from changes to the *Planning and Environment Regulations 2015* and the *Local Government Act 1989* respectively.

**REPORT NO: GE380 (cont.)**

**THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK**





# **Instrument of Delegation**

**to**

# **Members of Council Staff**

THIS PAGE HAS INTENTIONALLY BEEN LEFT BLANK

## Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act 1989* and the other legislation referred to in Schedule 1 (attached), the Council:

1. delegates each power described in column 1 of Schedule 1 (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such power in column 3 of Schedule 1;
2. also delegates each power described in column 1 of Schedule 1 (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the position of Chief Executive Officer except where specific qualifications are required by the delegate;
3. records that a reference in Schedule 1 to:

<b>CCL</b>	means	Coordinator City Laws
<b>CCIB</b>	means	Coordinator Continuous Improvement & Building
<b>CEO</b>	means	Chief Executive Officer
<b>CEP</b>	means	Coordinator Environmental Planning
<b>CGAP</b>	means	Coordinator Growth Areas Planning
<b>CIP</b>	means	Coordinator Integrated Planning
<b>CPH</b>	means	Coordinator Public Health
<b>CSP</b>	means	Coordinator Statutory Planning
<b>CSPA</b>	means	Coordinator Statutory Planning and Administration
<b>CSPG</b>	means	Coordinator Statutory Planning (Growth Areas)
<b>CSPI</b>	means	Coordinator Statutory Planning and Investigations
<b>CTS</b>	means	Coordinator Technical Services
<b>DCOM</b>	means	Director Community Services
<b>DCOR</b>	means	Director Corporate Services
<b>DSIS</b>	means	Director Sustainable Infrastructure & Services
<b>DPD</b>	means	Director Planning & Development
<b>EHO</b>	means	Environmental Health Officer
<b>EPO</b>	means	Environmental Planning Officer
<b>EPCO</b>	means	Environmental Planning and Compliance Officer
<b>MPIP</b>	means	Major Projects and Investment Planner
<b>MA</b>	means	Manager Assets
<b>MBS</b>	means	Municipal Building Surveyor
<b>MCWB</b>	means	Manager Capital Works & Building Maintenance
<b>MHCW</b>	means	Manager Health & Community Wellbeing
<b>MFPD</b>	means	Manager Finance & Property Development
<b>MG</b>	means	Manager Governance
<b>MSE</b>	means	Manager Sustainable Environment
<b>MSD</b>	means	Manager Subdivisional Development
<b>MSTA</b>	means	Manager Statutory Planning and Building Control Services
<b>MSTR</b>	means	Manager Strategic Planning
<b>MW</b>	means	Manager Waste
<b>SLUP</b>	means	Strategic Land Use Planner
<b>SP</b>	means	Strategic Planner
<b>SPIO</b>	means	Senior Planning Investigations Officer
<b>SSP</b>	means	Senior Strategic Planner
<b>STP</b>	means	Senior Town Planner
<b>TP</b>	means	Town Planner

4. declares that:
- 4.1 this Instrument of Delegation is authorised by a resolution of Council passed on 23 September 2019 and
  - 4.2 the delegation:
    - 4.2.1 comes into force immediately when the common seal of Council is affixed to this Instrument of Delegation;
    - 4.2.2 remains in force until varied or revoked;
    - 4.2.3 is subject to any conditions and limitations set out in sub-paragraph 4.3, and Schedule 1; and
    - 4.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts.
  - 4.3 the delegate must not determine the issue, take the action or do the act or thing:
    - 4.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a resolution of Council; or
    - 4.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a policy; or strategy adopted by Council; or
    - 4.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s.98(1)(a)-(f) (inclusive) of the Act or otherwise; or
    - 4.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

**THE COMMON SEAL of HUME CITY COUNCIL**

was hereto affixed on the .....  
in the presence of

**COUNCILLOR** .....

**CHIEF EXECUTIVE OFFICER** .....

**SCHEDULE****TABLE OF CONTENTS**

DOMESTIC ANIMALS ACT 1994 .....	5
ENVIRONMENT PROTECTION ACT 1970.....	6
FOOD ACT 1984 .....	7
HERITAGE ACT 1995 .....	13
LOCAL GOVERNMENT ACT 1989 .....	14
PLANNING AND ENVIRONMENT ACT 1987 .....	15
PLANNING AND ENVIRONMENT REGULATIONS 2015.....	29
PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016 .....	30
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006.....	33
RESIDENTIAL TENANCIES ACT 1997 .....	34
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010 .....	36
ROAD MANAGEMENT ACT 2004.....	38
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016.....	46
ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015.....	47

<b>DOMESTIC ANIMALS ACT 1994</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
s.41A(1)	Power to declare a dog to be a menacing dog	DCOR/MG	Council may delegate this power to an authorised officer	

<b>ENVIRONMENT PROTECTION ACT 1970</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
s.53M(3)	power to require further information regarding septic tank systems	CPH		
s.53M(5)	power to approve plans, issue a permit or refuse a permit	CPH	Refusal by the delegated officer must be ratified by Council or it is of no effect pursuant to section 53M(9)	
s.53M(6)	power to refuse to issue a septic tank permit	CPH	Refusal by the delegated officer must be ratified by Council or it is of no effect pursuant to section 53M(9)	

<b>FOOD ACT 1984</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition	CPH/EHO	If section 19(1) applies	
s.19(2)(b)	power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	CPH/EHO	If section 19(1) applies	
s.19(3)	power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	CPH/EHO	if section 19(1) applies Only in relation to temporary food premises or mobile food premises	
s.19(4)(a)	power to direct that an order made under section 19(3)(a) or (b): <ul style="list-style-type: none"> <li>• be affixed to a conspicuous part of the premises; and</li> <li>• inform the public by notice in a published newspaper or otherwise</li> </ul>	CPH/EHO	If section 19(1) applies	
s.19AA(2)	power to direct, by written order, that a person must take any of the actions described in (a) to (c)	CPH/EHO	Where Council is the registration authority.	



<b>FOOD ACT 1984</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
s. 19AA(4)(c)	power to direct, in an order made under section 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	CPH/EHO	Note: the power to direct the matters under section 19AA(4)(a) and (b) are not capable of delegation and so such directions must be made by a Council resolution	
s. 19CB(4)(b)	power to request a copy of records	CPH/EHO	Where Council is the registration authority	
s. 19E(1)(d)	power to request a copy of the food safety program	CPH/EHO	Where Council is the registration authority	
s. 19GB	power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	CPH/EHO	Where Council is the registration authority	
s. 19M(4)(a) & (5)	power to conduct a food safety audit and take actions where deficiencies are identified	Not applicable	Where Council is the registration authority Note – the section refers to contractors who conduct food safety audits of food premises. Council staff do not conduct food safety audits	
s. 19NA(1)	power to request food safety audit reports	CPH/EHO	Where Council is the registration authority	

<b>FOOD ACT 1984</b>			
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.19U(3)	power to waive and vary the costs of a food safety audit if there are special circumstances	Not applicable	Note – the section refers to contractors who conduct food safety audits of food premises. Council staff do not conduct food safety audits
s.19UA	power to charge fees for conducting a food safety assessment or inspection	CPH/EHO	Except for an assessment required by a decision under section 19C or an inspection under sections 38B(1)(c) or 39
s.19W	power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	CPH/EHO	Where Council is the registration authority
s.19W(3)(a)	power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	CPH/EHO	Where Council is the registration authority
s.19W(3)(b)	power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	CPH/EHO	Where Council is the registration authority
Various	power to register, renew or transfer registration	CPH	Where Council is the registration authority Refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see Section 58A(2))

<b>FOOD ACT 1984</b>			
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.38AA(5)	power to: a) request further information; or b) advise the proprietor that the premises must be registered if the premises are not exempt	CPH/EHO	Where Council is the registration authority
s.38AB(4)	power to fix a fee for the receipt of a notification under section 38AA in accordance with a declaration under subsection (1)	CPH	Where Council is the registration authority The fees are approved by Council as part of Council annual budget
s.38A(4)	power to request a copy of a completed food safety program template	CPH/EHO	Where Council is the registration authority
s.38D(3)	power to request copies of any audit reports	CPH/EHO	Where Council is the registration authority
s.38E(2)	power to register the food premises on a conditional basis	CPH	Where Council is the registration authority Not exceeding the prescribed time limit defined under subsection (5)
s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	CPH/EHO	Where Council is the registration authority

FOOD ACT 1984				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.39A	Power to register, renew or transfer food premises despite minor defects	CPH	Where Council is the registration authority Only if satisfied of matters in subsections (2)(a)-(c)	
s.40(2)	power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i>	CPH		
s.40C(2)	power to grant or renew the registration of food premises for a period less than one year	CPH	Where Council is the registration authority	
s.40D(1)	power to suspend or revoke the registration of food premises	CPH	Where Council is the registration authority	
s.40D(2)	power to specify how long a suspension is to last under section 40D(1)	CPH	Where Council is the registration authority	
s.43F(7)	power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	CPH		

<b>FOOD ACT 1984</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
s.46(5)	power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	CPH	Where Council is the registration authority	

HERITAGE ACT 1995				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.84(2)	power to sub-delegate the Executive Director's functions	DPD/MSTA/CSPA/ CSPG/CSP/CSP/CCIB	must obtain the Executive Director's written consent first	note "Executive Director" means the Executive Director of Heritage Victoria

<b>LOCAL GOVERNMENT ACT 1989</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
s 181H	Power to enter into an environmental upgrade agreement on behalf of Council and declare and levy an environmental upgrade charge	CEO	The Chief Executive Officer cannot delegate this power to another person.	
s 185L(4)	Power to declare and levy a cladding rectification charge	CEO		

PLANNING AND ENVIRONMENT ACT 1987			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4B	power to prepare an amendment to the Victorian Planning provisions	NOT DELEGATED	Note – section 4B refers to the Minister authorising a body to change state planning provisions.
s.8A(2)	power to prepare an amendment to the planning scheme where the Minister has given consent under section 8A	DPD/MSTR/CGAP/CIP/SP/SSP/SLUP	
s.8A(3)	power to apply to the Minister to prepare an amendment to the planning scheme	DPD/MSTR	Only in relation to amendments which seek to correct an anomaly or error in the planning scheme
s.8A(7)	power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	DPD/MSTR/CGAP/CIP/SP/SSP/SLUP	
s.8B(2)	power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	DPD/MSTR	
s.12(3)	power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of the planning scheme with these persons	DPD/MSTR	



PLANNING AND ENVIRONMENT ACT 1987			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19	power to give notice, to decide not to give notice, to publish notice of an amendment to a planning scheme and to exercise any other power under section 19 to a planning scheme	DPD/MSTR	
s.20(1)	power to apply to the Minister for exemption from the requirements of section 19	NOT DELEGATED	
s.23(2)	power to refer submissions to a panel which do not require a change to the amendment	NOT DELEGATED	
s.24	power to represent Council and present a submission at a panel hearing (including a hearing referred to in section 96D)	DPD/MSTR/CSPA/CSPG/ CSP/STP /CGAP/ CIP/SP/SSP/SLUP/CSP/ CCIB/MPIP	
s.26(1)	power to make a panel report available for inspection	DPD/MSTR/CGAP/CIP	
s.27(2)	power to apply for exemption if the panel's report is not received	NOT DELEGATED	
s.46GH(1)	power to require the payment of an amount of infrastructure levy to be secured to Council's satisfaction	DPD/MSTR/CGAP/CIP	

PLANNING AND ENVIRONMENT ACT 1987				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.46GH(2)	power to accept the provision of land, works, services or facilities in part or full satisfaction of infrastructure levy payable	DPD/MSTR/CGAP/CIP		
s.46GI(4)	power to refund any amount of infrastructure levy paid to it as a development agency under Part 2 of the Planning and Environment Act 1987 if satisfied that the development is not to proceed	DPD/MSTR/CGAP/CIP		
s.46GL	power to recover any amount of Infrastructure levy as a debt due to Council	DPD/MSTR/CGAP/CIP		
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DPD/MSTA/CSPA/CSPG CSP/MSTR/CGAP/CIP/ CSP/CCIB		
s.46O(1)(a) & (2)(a)	power to ensure that the community infrastructure levy is paid, or agreement is in place, prior to issuing a building permit	DPD/MSTA/CSPA/CSPG CSP/MSTR/CGAP/CIP/ CSP/CCIB	Conditional upon the agreement being a requirement of the planning scheme amendment. To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
s.46O(1)(d) & (2)(d)	power to enter into an agreement with the applicant regarding payment of the community infrastructure levy	DPD/MSTA/MSTR/CGAP/ CIP/CSPA/CSPG/CSP/ CSP/CCIB	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	

Instrument of Delegation to Members of Council Staff – September 2019

17

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46P(1)	power to require payment of the amount of levy under section 46N or section 46O to be satisfactorily secured	DPD/MSTA/CSPA/CSPG CSP/MSTR/CGAP/CIP/ CSP/CCIB	Note – payment can be in the form of a bank guarantee
s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of the levy payable	NOT DELEGATED	
s.46Q(3)	power to refund any amount of levy paid if it is satisfied the development is not to proceed	DPD/MSTR	Only applies when levy is paid to Council as a 'development agency'
s.46QC	Power to recover any amount of levy payable under Part 3B	DPD/MSTR	
s.47	power to decide that an application for a planning permit does not comply with that Act	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.50A(1)	power to make any amendments to an application	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.50A(3)	power to require the applicant to notify the owner and make a declaration that notice has been given	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.52(1)(A)	Duty give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	DPD/MSTA/CSPA/CSPG/CSP/STP/TP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.52(3)	power to give any further notice of an application where appropriate	DPD/MSTA/CSPA/CSPG/CSP/STP/TP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.53(1)	power to require the applicant to give notice under section 52(1) to persons specified by it	DPD/MSTA/CSPA/CSPG/CSP/STP/TP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.53(1A)	power to require the applicant to give the notice under section 52(1AA)	DPD/MSTA/CSPA/CSPG/CSP/STP/TP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.54(1)	power to require the applicant to provide more information	DPD/MSTA/CSPA/CSPG/CSP/STP/TP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.54A(3)	power to decide to extend time or refuse to extend time to give required information	DPD/MSTA/CSPA/CSPG/CSP/STP/TP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.57(2A)	power to reject objections considered made primarily for the commercial advantage for the objector	DPD/MSTA/CSPA/CSPG/CSP/STP/TP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.57A(5)	power to refuse to amend application	DPD/MSTA/CSPA/CSPG/CSP/STP/TP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority

PLANNING AND ENVIRONMENT ACT 1987				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.58a	power to request advice from the planning application committee	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP		
s.60(1A)	power to consider certain matters before deciding on an application	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
s.61(1)	power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>	
s.62(2)	power to include other conditions	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/MSE/EPO/ CEP/EPCO/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
s.69(2)	power to extend time	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority. The responsible authority may extend the time	

PLANNING AND ENVIRONMENT ACT 1987			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
			within which the use or development or any stage of it is to be started or the development or any stage of it is to be completed or within which a plan under the <i>Subdivision Act 1988</i> is to be certified.
s.71(1)	power to correct certain mistakes	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.
s.73	power to decide to grant an amendment subject to conditions	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.84(1)	power to decide on an application at any time after an appeal is lodged against a failure to grant a permit	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	DPD/MSTA/CSPA/ CSPG/CSP/CCIB	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority
s.96A(2)	power to agree to consider an application for a permit concurrently with preparation of a proposed amendment	DPD/MSTA/CSPA/CSPG/ CSP/STP/MSTR/CGAP/ CIP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority

PLANNING AND ENVIRONMENT ACT 1987				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under section 96C	DPD/MSTA/CSPA/CSPG/ CSP/STP/MSTR/CGAP/CIP /CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
s.96G(1)	power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under section 23 of the <i>Planning and Environment {Planning Schemes} Act 1996</i> )	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/MSTR/CGAP/ CIP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
s.96H(3)	power to give notice in compliance with the Minister's direction	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
s.96J	power to issue a permit as directed by the Minister	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
s.97C	power to request the Minister to decide the application	NOT DELEGATED		
s.103	power to reject a claim for compensation in certain circumstances	DPD/MSTA/MSTR/MFPD	Note – refers to small claims, ie: a) \$500 or any greater amount prescribed by the Regulations; b) or 0.1% of the value that the land would have had if the land had not been affected by any	

PLANNING AND ENVIRONMENT ACT 1987				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
			circumstance set out in section 98(1) or (2) or 107.	
s.107(3)	power to agree to extend the time for making a claim	DPD/MSTA/MSTR/MFPD		
s.114(1)	power to apply to the VCAT for an enforcement order	DPD/MSTA/CSPA/CSPG/CSP/STP/SPIO/MSE/CEP/EPO/CSP/CCIB/MP/IP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
s.120(1)	power to apply for an interim enforcement order where a section 114 application has been made	DPD/MSTA/CSPA/CSPG/CSP/SPIO/ /MSE/ CEP/EPO/CSP/CCIB	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
s.123(1)	power to carry out work required by an enforcement order and recover costs	DPD/MSTA/CSP/SPIO/ /MSE/CEP/CSP/CCIB	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under section 123(1)	DPD/DSIS/MSTA/MSE	except Crown Land	
s.130(5)	power to allow person served with an infringement notice further time	DPD/MSTA/CSPA/CSPG/CSP/STP/SPIO/MSE/ EPO/CSP/CCIB/MP/IP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	



<b>PLANNING AND ENVIRONMENT ACT 1987</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
s.149A(1)	power to refer a matter to the VCAT for determination	DPD/MSTA/CSPA/CSPG/ CSP/SPIO/MSE/CEP/ CSP/CCIB	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority. Note – Part 6 of the Act refers to enforcement and legal proceedings	
s.149A(1A)	power to apply to the VCAT for the determination of a matter relating to the interpretation of a section 173 agreement	DPD/MSTA/CSPA/CSPG/ CSP/SPIO/MSE/CEP/ CSP/CCIB		
s.171(2)(f)	power to carry out studies and commission reports	DPD/MSTA/MSTR/MSE/ CEP/EPO	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority. Subject to budgetary provision	
s.171(2)(g)	power to grant and reserve easements	DPD/MSTA/CSPA/CSPG/ CSP/CCIB		
s.172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DPD/MSTA/MSTR	Where Council is a development agency specified in an approved infrastructure contributions plan. This power can only be used when there is no dispute of either the acquisition or of the amount of compensation being offered. If there is a dispute of either the matter must be presented to Council.	

PLANNING AND ENVIRONMENT ACT 1987				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s.46GV(4)	DPD/MSTA/MSTR	Where Council is the development agency specified in an approved infrastructure contributions plan. This power can only be used when there is no dispute of either the acquisition or of the amount of compensation being offered. If there is a dispute of either the matter must be presented to Council.	
s.173(1)	power to enter into an agreement covering matters set out in section 174	DPD/MSTA/MSTR/CEP/ EPCO	Details of agreements must be subsequently reported to Council	
s.173(1A)	power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	DPD/MSTA/MSTR	where Council is the relevant responsible authority Note: this provision is not yet in force and will commence on 1 June 2018, if not proclaimed earlier.	
----	power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of the Council or Responsible Authority	DPD/MSTA/CSPA/CSPG/ CSP/STP/SPIO/MSTR/ CGAP/CIP/MSE/EPO/CSP/ CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
----	power to give consent on behalf of Council, where an agreement made under section 173 of the <i>Planning and Environment Act 1987</i> requires that something may not be done without the consent of Council or Responsible Authority	DPD/MSTA/CSPA/CSPG/ CSP/STP/SPIO/MSTR/CG AP/CIP/MSE/EPO/CEP/ CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	

PLANNING AND ENVIRONMENT ACT 1987				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.177(2)	power to end a section 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DPD/MSTA/CSPA/CSPG/ CSP/STP/SPIO/MSTR/ CGIP/CIP/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
s.178	power to amend a s173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DPD/MSTA/MSTR	Note - section 178 provides: "An agreement may, with the approval of the Minister, be amended by agreement between the responsible authority and all persons who are bound by any covenant in the agreement".	
s.178A(5)	power to propose to amend or end an agreement	DPD/MSTA/MSTR		
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	DPD/MSTA/MSTR	If no objections are made under s 178D Must consider matters in s 178B	
s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	DPD/MSTA/MSTR		
s.178E(2)(c)	power to refuse to amend or end the agreement	DPD/MSTA/MSTR		
s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	DPD/MSTA/MSTR		

PLANNING AND ENVIRONMENT ACT 1987				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.178E(3)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	DPD/MSTA/MSTR		
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	DPD/MSTA/MSTR		
s.178E(3)(d)	power to refuse to amend or end the agreement	DPD/MSTA/MSTR		
s.178H	power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	DPD/MSTA/MSTR		
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	DPD/MSTA/MSTR/CSPA/ CSPG/CSP/STP/CGAP/CIP /CSP/CCIB/MIPI		
s.182	power to enforce an agreement	DPD/MSTA/CSPA/CSPG/ CSP/STP/SPIO/ MSE/EPO/CEP/CSP/ CCIB/MIPI	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	
s.184F(1)	power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	DPD/MSTA/MSTR		

<b>PLANNING AND ENVIRONMENT ACT 1987</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
---	power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	DPD/MSTACSPA/CSPG/ CSP/STP/TP/MSTR/CGAP/ CIP/MSD/MSE/EPO/CEP/ EPCO/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
---	power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/MSTR/CGAP/ CIP/MSD/MSE/EPO/CEP/ EPCO/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
---	power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/MSTR/CGAP/ CIP/MSD/MSE/EPO/CEP/ EPCO/CSP/CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	
---	power to give written authorisation in accordance with a provision of a planning scheme	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/MSTR/CGAP/ CIP/MSE/EPO/CEP/CSP/ CCIB/MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority	

PLANNING AND ENVIRONMENT REGULATIONS 2015				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
r.21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act	DPD/MSTA/CSPA/CSPG/ CSP/STP/TP/CSP/CCIB/ MPIP	To be in accordance with the Statutory Planning Procedures Manual for Making Decisions Under Delegated Authority.	

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.19	Power to waive or rebate fee relating to amendment of a planning scheme	DPD/MSTR	<p>Where Council is the planning authority</p> <p>Note – the grounds for waiving or rebating a fee include:</p> <ul style="list-style-type: none"> <li>a) the request has been withdrawn and a new request submitted in its place; or</li> <li>b) the amendment combines separate items from more than one request for an amendment to a planning scheme into one amendment; or</li> <li>c) in the opinion of the planning authority or the Minister— <ul style="list-style-type: none"> <li>(i) the request imposes on the planning authority or the Minister (as the case may be) no appreciable burden or a lesser burden than usual for supplying</li> <li>d) that service; or</li> <li>(ii) the primary intention of the amendment is to substantially assist in the implementation of State, regional or local policy; or</li> <li>(iii) the primary intention of the amendment is to upgrade and improve the planning scheme in the public interest; or</li> <li>(iv) the amendment implements a review of the planning scheme completed under section 12B of the Act; or</li> </ul> </li> </ul>

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.19 <i>continued</i>			<p>(v) the amendment rewrites and restructures the planning scheme so that it may be more readily understood, without changing the planning policy; or</p> <p>(vi) the primary intention of the amendment is to make the planning scheme consistent in form and content with the directions or guidelines issued by the Minister under section 7 of the Act; or</p> <p>(vii) the primary intention of the amendment is to remove errors or anomalies in the planning scheme; or</p> <p>(viii) the request has been made by a person or group of persons standing to gain no financial benefit from the amendment; or</p> <p>(ix) the amendment is not intended to financially benefit an owner or group of owners of land.</p>
r.20	power to waive or rebate fee other than a fee relating to an amendment to a planning scheme	DPD/MSTA/CSPA/CSPG/ CSP/CCP/CCIB	<p>Where Council is the responsible authority</p> <p>Note – the grounds for waiving or rebating a fee include:</p> <p>(a) <i>an application is withdrawn and a new application is submitted in its place; or</i></p>



PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.20 <i>continued</i>			<p>(b) in the opinion of the responsible authority or the Minister the payment of the fee is not warranted because—</p> <p>(i) of the minor nature of the consideration of the matter decided or to be decided; or</p> <p>(ii) the requested service imposes on the responsible authority or the Minister (as the case may be) no appreciable burden or a lesser burden than usual for supplying that service; or;</p> <p>(c) in the opinion of the responsible authority or the Minister (as the case may be) the application or determination assists—</p> <p>(i) the proper development of the State, region or municipal district; or</p> <p>(ii) the proper development of part of the State, region or municipal district; or</p> <p>(iii) the preservation of buildings or places in the State, region or municipal district which are of historical or environmental interest; or</p> <p>(d) the application relates to land used exclusively for charitable purposes.</p>

<b>RAIL SAFETY (LOCAL OPERATIONS) ACT 2006</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
s.34H	power to identify and assess risks to safety as required under subsections 34B, 34C, 34D, 34E or 34F in accordance with section 34H (a)-(c)	DSIS/MA/CTS	Where Council is the relevant road authority	

RESIDENTIAL TENANCIES ACT 1997				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.142G(2)	power to enter certain information in the Rooming House Register	CPH/EHO		
s.142I(2)	power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	CPH/EHO		
s.252	power to give a tenant a notice to vacate rented premises if subsection(1) applies	Not applicable	The section refers to public housing	
s.262(1)	power to give a tenant a notice to vacate rented premises	Not applicable	The section refers to public housing	
s.262(3)	power to publish its criteria for eligibility for the provision of housing by Council	Not applicable	The section refers to public housing	
s.518F	power to issue a notice to a caravan park operator regarding the emergency management plan if it is determined that the plan does not comply with the requirements	CPH		
s.522(1)	power to give a compliance notice to a person	CPH		

RESIDENTIAL TENANCIES ACT 1997				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.525(2)	power to authorise an officer to exercise powers in section 526 (either generally or in a particular case)	CPH		
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	CPH		

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
r.13(2)	power to refuse to renew the registration if not satisfied that the caravan park complies with the Regulations	DCOR/MG/CPH		
r.15(3)	power to determine where a notice of transfer is displayed	CPH/EHO		
r.17(1)	power to determine the fee to accompany applications for registration or applications for renewal of registration	NOT DELEGATED	Fee must be determined and approved by Council as part of the Council annual budget	
r.19(4)	power to determine where the emergency contact person's details are displayed	CPH/EHO		
r.19(6)	power to determine where certain information is displayed	CPH/EHO		
r.23	power to determine places in which the caravan park owner must display a copy of emergency procedures	CPH/EHO		

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
r.24	power to determine places in which caravan park owner must display copy of public emergency warnings	CPH/EHO		
r.28(c)	power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	CPH/EHO		
r.39(b)	power to require notice of proposal to install un-registrable movable dwelling or rigid annexe	CPH/EHO		
r.42	power to approve use of a non-habitable structure as a dwelling or part of a dwelling	CPH/EHO		
Schedule 3 – clause 4(3)	power to approve the removal of wheels and axles from un-registrable movable dwelling	CPH/EHO		

ROAD MANAGEMENT ACT 2004				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.11(1)	power to declare a road by publishing a notice in the Victoria Government Gazette	NOT DELEGATED	Obtain consent in circumstances specified in 11(2)	
s.11(8)	power to name a road or change the name of a road by publishing a notice in the Government Gazette	NOT DELEGATED		
s.12(2)	power to discontinue a road or part of a road	NOT DELEGATED		
s12(4)	power to publish a notice of proposed discontinuance and to give a copy of notice to each infrastructure manager which is responsible for any infrastructure of which the discontinuing body is aware	DSIS/MA	power of coordinating road authority where it is the discontinuing body unless subsection (11) applies 11 - Subsection (4) does not apply if an exemption— (a) specified by the regulations applies; or (b) is given by the relevant Minister by a notice published in the Government Gazette	
s13(1)	power to fix a boundary road by publishing notice in the Government Gazette	DSIS	Power of the coordinating road authority and obtain consent under s13(3) and section 13(4)	
s14(7)	power to appeal against a decision of VicRoads	DSIS/DPD/MA/MSD		

ROAD MANAGEMENT ACT 2004				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s15(1)	power to enter into arrangement with another road authority, utility of a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	DSIS	Must be ratified by Council	
s15(1A)	power to enter into an arrangement with a utility to transfer a road management function of the utility to the road authority	DSIS	Must be ratified by Council	
s16(7)	power to enter into an arrangement under section 15	DSIS	Must be ratified by Council	
s.17(3)	power to decide that a road is reasonably required for general public use	NOT DELEGATED	Note – a public road includes a road declared pursuant to section 204(1) of the <i>Local Government Act 1989</i>	
s.17(4)	power to decide that a road is no longer reasonably required for general public use	NOT DELEGATED		
s.18(1)	power to designate an ancillary area	NOT DELEGATED	Where Council is the coordinating road authority, and obtains consent in circumstances specified in section 18(2)	
s.21	power to reply to a request for information or advice from the Minister or relevant Minister	DSIS/DPD/MA/MSD	Obtain consent in the circumstances specified in section 11(2)	



ROAD MANAGEMENT ACT 2004			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.22(2)	power to comment on a proposed Ministerial direction	DSIS/MA	
s.40(5)	power to inspect, maintain and repair a road which is not a public road	NOT DELEGATED	
s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	DSIS/MA/CTS	
s.42(1)	power to declare a public road as a controlled access road	NOT DELEGATED	Power of the coordinating road authority and Schedule 2 also applies Note "controlled access road" means a public road in respect of which a declaration is in force under section 42
s.42(2)	power to amend or revoke a declaration by notice published in the Government Gazette	NOT DELEGATED	Power of the coordinating road authority - Schedule 2 also applies
s42A(4)	power to approve the Minister's decision to specify a road as a specified freight road	DSIS/MA	Power of the coordinating road authority If the road is a municipal road or part thereof and where the road is to be specified a freight road

ROAD MANAGEMENT ACT 2004				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.49	power to develop and publish a road management plan	NOT DELEGATED		
s.51	power to determine standards by incorporating the standards in a road management plan	NOT DELEGATED		
s53(2)	power to cause notice to be published in the Government Gazette of an amendment etc. of a document in a road management plan	DSIS/MA		
s.54(6)	power to amend a road management plan	NOT DELEGATED		
s.63(1)	power to consent to conduct of works on a road	DSIS/DPD/MA/CTS/MSD/ MCWB	Where Council is the coordinating road authority	
s.63(2)(e)	power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	DSIS/DPD/MA/MW/MSD/ MCWB	Where council is the infrastructure manager	
s.66(1)	power to consent to structure etc	DSIS/MA	Where Council is the coordinating road authority	
s.67(3)	power to request information relating to the person responsible for distributing a sign or bill on a road	DSIS/MA/CTS	Where Council is the coordinating road authority	

ROAD MANAGEMENT ACT 2004				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.68(2)	power to request information relating to the person responsible for depositing a sign or bill on a road	DSIS/MA/CTS	Where Council is the coordinating road authority	
s.71(3)	power to appoint an authorised officer	CEO only		
s.87(2)	power to investigate complaint and provide report	DSIS/DPD/MA/MSD/MCWB/CTS		
s.112(2)	power to recover damages in court	DSIS/DPD/MA/MSD/MCWB/CTS		
s.116	power to cause or carry out an inspection where a notice of an incident arising out of the condition of a public road has been received	DSIS/DPD/MA/MSD/MCWB		
s.120(1)	power to exercise road management functions on an arterial road (with the consent of VicRoads)	DSIS/DPD/MA/MW/MSD/MCWB		
s.121(1)	power to enter into an agreement in respect of works	DSIS/DPD/MA/MW/MSD/MCWB		

ROAD MANAGEMENT ACT 2004				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.122(1)	power to charge and recover fees	DSIS	Note – fees may be charged if authorised under the Road Management (General) Regulations 2005. The Regulations express the fees in terms of “fee units” which are indexed annually. In 2014/15, a fee unit is \$13.24.	
s.123(1)	power to charge for any service	DSIS	Note – the charge can include costs relating to: a) supplying a service, product or commodity; or b) giving information.	
Schedule 2 – Clause 2(1)	power to make a decision in respect of controlled access roads	DSIS/MA/MCWB	Note – controlled access road means a public road in respect of which a declaration is in force under section 42.	
Schedule 2 – Clause 3(2)	power to amend, revoke or substitute policy about controlled access roads	NOT DELEGATED	See above	
Schedule 7 Clause 12(2)	power to direct infrastructure manager or works manager of another authority to conduct reinstatement works	DSIS/MA/CTS/MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 12(3)	power to take measures to ensure reinstatement works are completed	DSIS/DPD/MA/CTS/MSD/MCWB	Where Council is the coordinating road authority	

ROAD MANAGEMENT ACT 2004				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
Schedule 7 Clause 12(5)	power to recover costs incurred in sub clause 12(3)	DS/IS/DPD/MA/CTS/MSD/MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 13(2)	power to vary a notice period	DS/IS/MA/CTS/MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 16(1)	power to consent to proposed works	DS/IS/DPD/MA/CTS/MSD/MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 16(5)	power to consent to proposed works	DS/IS/DPD/MA/CTS/MSD/MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 16(6)	power to set reasonable conditions on consent for proposed roadworks	DS/IS/DPD/MA/CTS/MSD/MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 16(8)	power to include consents and conditions for proposed roadworks	DS/IS/DPD/MA/CTS/MSD/MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 17(2)	power to refuse to give consent and duty to give reasons for refusal for proposed roadworks	DS/IS/DPD/MA/CTS/MSD/MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 18(1)	power to enter into an agreement in relation to proposed roadworks	DS/IS/DPD/MA/MSD/MCWB	Where Council is the coordinating road authority	

<b>ROAD MANAGEMENT ACT 2004</b>				
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>	
Schedule 7 Clause 19(1)	power to give notice requiring rectification of works	DSIS/DPD/MA/CTS/MSD/ MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 19(2) & (3)	power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DSIS/DPD/MA/CTS/MSD/ MCWB	Where Council is the coordinating road authority	
Schedule 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DSIS/DPD/MA/CTS/MSD/ MCWB	Where Council is the coordinating road authority	
Schedule 7A Clause 2	Power to cause street lights to be installed on roads	DSIS/DPD/MA/MSD/MCWB	Where Council is the coordinating road authority	

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.16(3)	power to issue a permit	DSIS/DPD/MA/CTS/MSD	Where Council is the coordinating road authority
r.18(1)	power to give written consent to drive on a road a vehicle which is likely to cause damage to the road, or drag or push over the surface of a road, any object or implement which is likely to cause damage to the road.	DSIS/MA/MCWB	Where Council is the coordinating road authority
r.23(2)	power to make a submission to the tribunal in relation to a refusal to grant permit for hoarding and advertisements	DSIS/MA	Where Council is the coordinating road authority Note "tribunal" refers to the Victorian Civil and Administrative Tribunal
r.23(4)	power to charge a fee for application under section 66(1) Road Management Act		Where Council is the coordinating road authority
r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on a road	DSIS/DPD/MA/CTS/MSD/MCWB	Where Council is the coordinating road authority
r.25(2)	power to sell or dispose of things removed from a road or part of road (after first complying with regulation 25(3))	DSIS/MA/CTS/MCWB	Where Council is the coordinating road authority
r.25(5)	power to recover in the Magistrates' Court expenses from the person responsible	DSIS/MA/CTS/MCWB	Where Council is the coordinating road authority

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015				
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
r.15	power to exempt a person from requirement under clause 13(1) of schedule 7 to the Act to give notice as to the completion of those works	DS/IS/DPD/MA/MSD/MCWB	Where Council is the coordinating road authority	
r.22(2)	power to waive whole or part of fee in certain circumstances	DS/IS/DPD/MA/MSD/MCWB	Where Council is the coordinating road authority	



---

REPORT NO:	GE381
REPORT TITLE:	Proposed sale of 65 Kirkham Drive, Greenvale
SOURCE:	Jonnie Missos, Property Development Project Manager
DIVISION:	Corporate Services
FILE NO:	HCC 10/782
POLICY:	-
STRATEGIC OBJECTIVE:	1.2 Create conditions which support business growth and create local jobs for Hume residents.
ATTACHMENTS:	1. <i>Locality Plan - 65 Kirkham Drive, Greenvale</i> 2. <i>Proposed Plan of Subdivision (4 lots)</i>

---

**1. SUMMARY OF REPORT:**

- 1.1 This report is to advise Council that the statutory procedures pursuant to the *Local Government Act 1989* (the Act) has commenced to sell the property known as 65 Kirkham Drive, Greenvale (Land) that is surplus to Council's requirements and shown in Attachment 1.

**2. RECOMMENDATION:**

**That Council notes the land known as 65 Kirkham Drive, Greenvale (Land) is surplus to Council's needs and in accordance with sections 189 and 223 of the *Local Government Act* (Act), the statutory process has commenced to sell the Land.**

**3. LEGISLATIVE POWERS:**

- 3.1 *Local Government Act 1989*  
Section 189 - Restriction on power to sell land  
Section 223 - Right to make a submission
- 3.2 *Transfer of Land Act 1958*  
Section 45 – Form of transfer
- 3.3 *Planning and Environment Act 1987*  
Part 4 – Permits  
Division 1 – Permits required by planning schemes
- 3.4 *Contract of Sale in respect of land – Contract of Sale (Sale of Land Act 1962)*

**4. FINANCIAL IMPLICATIONS:**

- 4.1 The current 2019/20 Council budget is not predicated on the sale of any Land.
- 4.2 The likely expenses Council will incur in selling this Land would be land surveying, public notification, services to the four (4) individual lots, construction of vehicle crossings, real estate agency and legal fees.
- 4.3 Council is required to obtain a valuation of the Land which is made not more than six months prior to the sale by an appropriately qualified person, which will be used as a reference when determining the reserve price.

**5. ENVIRONMENTAL SUSTAINABILITY CONSIDERATIONS:**

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

**REPORT NO: GE381 (cont.)**

**6. CLIMATE CHANGE ADAPTATION CONSIDERATIONS:**

Climate change adaptation 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 Responsibilities has been considered and the recommendations of this report give no rise to any matters.

**8. COMMUNITY CONSULTATION:**

8.1 Council has given public notice in the Hume Leader, Sunbury Leader and on Council's website on Tuesday, 17 September 2019 in accordance with sections 189 and 223 of the Act of its intention to sell the Land.

8.1.1 Before proceeding with the sale of the Land, section 189 of the Act requires Council to give at least 28 days public notice of its intention to sell the Land.

8.1.2 Any person may make a submission to Council (either verbal or written) under section 223 of the Act in respect of the proposed sale.

8.1.3 The closing date for submissions is Friday, 18 October 2019.

8.1.4 All submissions will be considered and may be included in an agenda for a meeting of the Council that will be made available to the public. This is scheduled at 6.30pm on Wednesday, 6 November 2019 to be held at Broadmeadows Council Chamber, Hume Global Learning Centre, 1093-1097 Pascoe Vale Road, Broadmeadows.

8.1.5 Owners in the immediate vicinity of the property have also been notified by mail of the proposal to sell the Land.

**9. DISCUSSION:**

**9.1 Background**

9.1.1 The Land is located at 65 Kirkham Drive, Greenvale and is described as Lot 707 on Plan of Subdivision 444489L contained within Certificate of Title Volume 10692 Folio 415. The title was registered to Hume City Council on 17 February 2005.

9.1.2 The Land has a total area of 2,639 square metres and is covered by General Residential Zone (GRZ1).

9.1.3 The site is irregular in shape, has a large slope from rear to front and has street frontage to Kirkham Drive and Clare Boulevard.

9.1.4 The Land is surrounded by ample existing open space in the vicinity being Yuroke Creek Reserve directly opposite the site and Kirkham Drive Reserve and playground 400 metres north.

9.1.5 The site was transferred to Council in 2005 as a planning permit condition as part of the subdivision of Shannon Rise Estate Greenvale for a future neighbourhood house.

9.1.6 In 2015/16, Council undertook the upgrade and extension of the Greenvale Recreation Centre, Barrymore Road, Greenvale (approximately 1.5km from the site) at a total cost of \$3,523,627. The project included refurbished community rooms, an additional indoor basketball court (total of 986m<sup>2</sup> new floor space) car park and lighting upgrades.

9.1.7 The centre has the availability and capacity to provide community facilities and the capacity to expand in the future, if required.

**REPORT NO: GE381 (cont.)**

- 9.1.8 The \$10M Greenvale West Community Hub (currently under construction) is approximately 5km from the site. The new Community Hub will provide additional community facilities for the Greenvale area.
- 9.1.9 Strategic Planning and Social and Community Planning have both determined that a neighbourhood house is not required at this site.
- 9.1.10 The Land is considered surplus to Council needs.

**9.2 Proposed Subdivision**

- 9.2.1 Development options were explored which included disposing the Land as a single lot, multi-unit development or subdivided into residential lots.
- 9.2.2 It is recommended that the Land be subdivided into four (4) residential lots consistent with the surrounding neighbourhood and prepared for sale.
- 9.2.3 The existing Land size of 2,639 square metres will be subdivided into four lots consistent with the existing estate being;
  - (a) Lot A - 592 square metres,
  - (b) Lot B - 633 square metres,
  - (c) Lot C - 738 square metres, and
  - (d) Lot D - 676 square metres.

**9.3 Sale by Public Auction**

- 9.3.1 In accordance with '*The Best Practice Guideline for the Sale, Exchange and Transfer of Land 2009*' (Guidelines) recommends that prior to being for sale, property should be appropriately zoned. This will ensure that the ultimate use of the land is determined by that zone and the highest possible sale price is achieved. The proposed four lot subdivision is zoned GRZ1 which is considered the appropriate zone for the use of the Land. The proposal is also considered the highest and best use of the Land providing Council the highest potential net return.
- 9.3.2 The Guidelines states that, as a general principle, the sale of Council land should be conducted through a public auction method for the disposal of surplus land owned by Council. This approach provides an open and transparent process where all members of the public have an equal opportunity to bid.
- 9.3.3 The Land will be sold by public auction, or if passed in at auction, a sale be negotiated by private treaty at the current market value. The appointment of real estate agents will be based on their experience and knowledge of the local area.

**10. CONCLUSION:**

The land at 65 Kirkham Drive, Greenvale has been identified as surplus to Council's needs and it is recommended that the Land be subdivided into four (4) residential lots and sold individually by public auction.

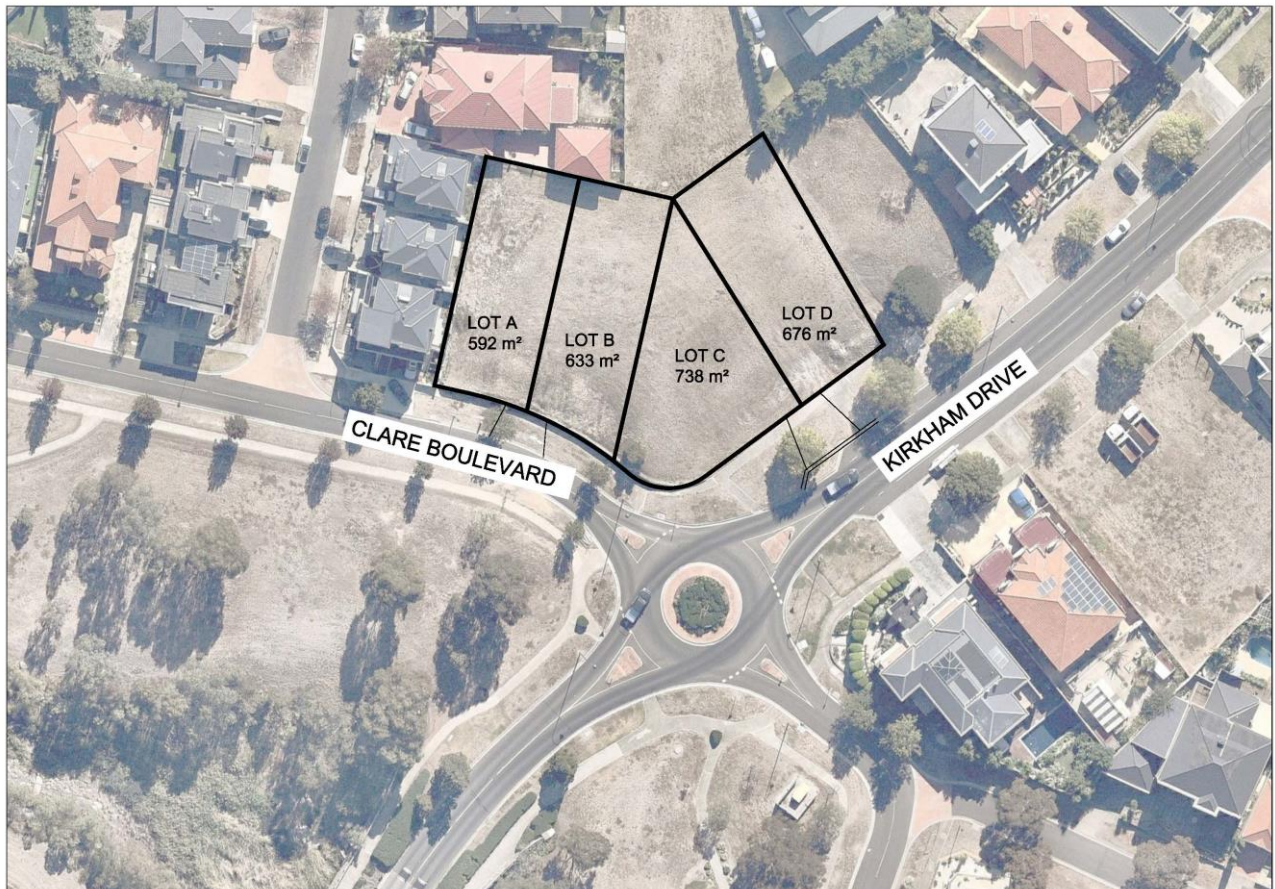
**REPORT NO: GE381 (cont.)**

**THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK**



THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK





THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



REPORT NO:	GE382
REPORT TITLE:	Correspondence received from or sent to Government Ministers or Members of Parliament - August 2019
AUTHOR:	Yuri Guzman, Manager Information and Technology; Paul White, Coordinator Knowledge Management
DIVISION:	Corporate Services
FILE NO:	HCC04/13
POLICY:	-
STRATEGIC OBJECTIVE:	5.3 Provide responsible and transparent governance, services and infrastructure which responds to and supports community needs.
ATTACHMENTS:	<ol style="list-style-type: none"><li>1. <i>Australian Governments Commitment to develop a city deal for north-west Melbourne</i></li><li>2. <i>Broadmeadows Railway Station Revitalisation</i></li><li>3. <i>Road Safety in Hume</i></li><li>4. <i>Adoption of Beverage Container Deposit Scheme</i></li><li>5. <i>Congestion on Mickleham Road</i></li><li>6. <i>Sunbury Road Upgrades</i></li><li>7. <i>Route 525 Bus Service</i></li><li>8. <i>Public Libraries Funding Program</i></li><li>9. <i>Craigieburn South Secondary School</i></li><li>10. <i>Urban Congestion Fund</i></li><li>11. <i>Acknowledgement of congratulations regarding winning Australian election</i></li><li>12. <i>Grant Opportunities</i></li></ol>

**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 and sent to State and Federal Government Ministers and Members of Parliament.

**2. RECOMMENDATION:**

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

**3. DISCUSSION:**

There is a range of correspondence sent to and 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 August 2019 is summarised below:

Table 1	Correspondence in relation to general business and report 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: GE382 (cont.)**

<b>TABLE 1 CORRESPONDENCE IN RELATION TO COUNCIL GENERAL BUSINESS ITEMS</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	GENERAL BUSINESS - Correspondence to the Honourable Alan Tudge MP - Australian Government's Commitment to develop a city deal for north-west Melbourne	Minister for Population, Cities and Urban Infrastructure	9/08/2019	Manager Communications & Events	1. AY030	1
Inwards	Broadmeadows Railway Station Revitalisation - Response from Minister for Suburban Development	Minister for Suburban Development	13/08/2019	Manager Urban & Open Space Planning	2. U407	2
Inwards	Road Safety in Hume - Request for additional resources for motor cycle unit	Minister for Police	19/08/2019	Community Strengthening Department	3. HE023	3
Outwards	GENERAL BUSINESS - Requesting urgent adoption of a beverage container deposit scheme in Victoria	Member for Broadmeadows Member for Sunbury Member for Yuroke Minister for Energy, Environment & Climate Change Minister for Local Government Minister for Jobs, Innovation and Trade Minister for Regional Development Minister for Suburban Development	16/08/2019	Manager Sustainable Environment & Waste Department	4. UR061	4
Outwards	GENERAL BUSINESS – Congestion on Mickleham Road and Somerton Road	Minister for Planning Minister for Roads	22/08/2019	Manager Strategic Planning	5. AW054	5
Outwards	GENERAL BUSINESS – Sunbury Road Upgrades	Minister for Roads	22/08/2019	Manager Assets	6. OH048	6

**REPORT NO: GE382 (cont.)**

<b>TABLE 2 GENERAL CORRESPONDENCE THAT MAY BE OF INTEREST TO COUNCILLORS</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	Route 525 Bus Service That will run from Donnybrook to Craigieburn via Mickleham and Kalkallo - announcement service will be delivered with a \$8.9 million investment by Andrews Government	Member for Yuroke	1/08/2019	Coordinator Grants and Advocacy		7
Inwards	Public Libraries Funding Program 2019-2020	Minister for Local Government	7/08/2019	Community Strengthening Department	7.	8
Inwards	Craigieburn South Secondary School - Current update school will open 2020 - Appointment of Principal Mr Colin Burke originally from Mill Park Secondary College	Member for Yuroke	9/08/2019	Manager Strategic Planning	8.	9
Inwards	Urban Congestion Fund - Australian Government Has committed \$395 million to upgrade commuter car parks including Craigieburn Railway Station	Minister for Population, Cities and Urban Infrastructure	9/08/2019	Manager Communications & Events	9.	10
Inwards	Acknowledgement of Congratulations Regarding Winning Australian Election	Prime Minister	9/08/2019	Mayor	10.	11

<b>TABLE 3 CORRESPONDENCE IN RELATION TO GRANT / FUNDING OPPORTUNITIES</b>						
Inwards	GRANT OPPORTUNITIES:  Communities Environment Program grants - Expressions of interest now open	Member for McEwen	15/08/2019	Coordinator Grants and Advocacy		12

**REPORT NO: GE382 (cont.)**

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

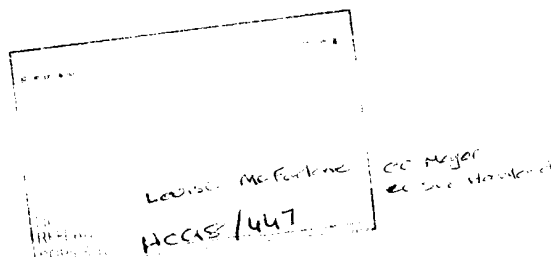


**The Hon Alan Tudge MP**

Minister for Population, Cities and Urban Infrastructure

Ref: MC19-002749

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



Dear Mayor *Carly*

Thank you for your letter of 17 June 2019 regarding the Australian Government's commitment to develop a City Deal for North West Melbourne.

I appreciate your kind wishes regarding the return of the Morrison Government and my reappointment as Minister for Population, Cities and Urban Infrastructure. I look forward to working with you in this capacity.

In order to gain a better understanding of the priorities for your community under a North West Melbourne City Deal, I will be leading a series of roundtables with councils and peak bodies in August. You will shortly receive an invitation to participate in this roundtable, which will be the first step in continuous engagement as we work together with the Victorian Government to ensure that Melbourne remains a great place to live, work and do business.

Should you have any further questions about the roundtable, or the City Deal process, Ms Janet Quigley, General Manager, Cities Division, is the primary contact within the Department of Infrastructure, Transport, Cities and Regional Development. Ms Quigley can be contacted via email at [Janet.Quigley@infrastructure.gov.au](mailto:Janet.Quigley@infrastructure.gov.au) or by telephone on 02 6274 6061.

Thank you again for your correspondence and I trust this is of assistance.

Yours sincerely

*Alan Tudge*

Alan Tudge

18/7/2019

The Hon Alan Tudge MP  
Parliament House Canberra | (02) 6277 7790 | [alan.tudge.mp@aph.gov.au](mailto:alan.tudge.mp@aph.gov.au)

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



The Hon Marlene Kairouz MP

Minister for Consumer Affairs, Gaming and Liquor Regulation  
Minister for Suburban Development

121 Exhibition Street  
Melbourne, Victoria 3000 Australia  
Telephone: +61 3 8685 1555  
DX 710074

Ref: CMIN19011441

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

Dear Cr Moore

Thank you for your letter dated 12 June 2019 about Broadmeadows Railway Station Revitalisation. I also thank you for your earlier letter dated 24 December 2018, addressed to the Hon Martin Pakula MP, Minister for Jobs, Innovation and Trade regarding Broadmeadows revitalisation. As the matter of the Broadmeadows Revitalisation Board falls within my portfolio responsibilities, Minister Pakula has asked me to respond.

As the Minister for Suburban Development, I am keen to progress the Government's work on facilitating access to jobs, services and infrastructure for all of Melbourne's residents, including the people of Broadmeadows.

I would like to recognise the positive contribution of the Broadmeadows Revitalisation Board in supporting the \$14.3 million investment in Broadmeadows under the last term of Government. The Government also acknowledges partnerships with Council and other stakeholders in the redevelopment of Broadmeadows Town Hall, construction of the Meadowlink shared use path, and improvements to Broadmeadows Station. An additional \$3.5 million was announced in the 2019/20 State Budget for suburban revitalisation and includes funding for continued support of the Broadmeadows Revitalisation Board and ongoing support for the revitalisation of Broadmeadows Station and Town Centre.

I understand the Minister for Public Transport, the Hon Melissa Horne and the Minister for Transport Infrastructure, the Hon Jacinta Allen will respond directly to the concerns raised in your letter regarding the Broadmeadows Station Upgrade Business Case Design Response.

Thank you for raising these matters with me. I encourage Council to continue its efforts to lead the transformation of Broadmeadows into a safe, vibrant and flourishing centre of economic renewal and innovation in Melbourne's northern region.

My office will be in contact soon to organise an appropriate time to visit the Broadmeadows Revitalisation Project.



If you require further information, please contact Jason Ting, Manager, Suburban Revitalisation, Office for Suburban Development, Department of Jobs, Precincts and Regions on (03) 9948 8546 or by email: [jason.ting@ecodev.vic.gov.au](mailto:jason.ting@ecodev.vic.gov.au).

Yours sincerely



**Hon Marlene Kairouz MP**  
Minister for Suburban Development

5 / 8 / 2019

Cc Hon Martin Pakula MP, Minister for Jobs, Innovation and Trade  
Hon Jacinta Allan MP, Minister for Transport Infrastructure  
Hon Melissa Horne MP, Minister for Public Transport



**Minister for Police and Emergency Services**

8 Nicholson Street  
East Melbourne Victoria 3002  
Telephone: (03) 9637 9654  
DX: 210098  
Our ref: CD/19/512797

Councillor Carly Moore  
Mayor, Hume City Council  
PO BOX 119  
DALLAS VIC 3047

Dear Cr Moore

**ROAD SAFETY IN HUME**

Thank you for your letter of 24 May 2019, regarding a request for additional resources for the Victoria Police Motorcycle Unit as a response to road trauma in the Hume Local Government Area. I apologise for the delay in responding.

I acknowledge your concerns regarding the impact of road trauma in Hume. Road trauma is a major contributor of harm in our community, and too many lives continue to be lost on Victorian roads. The Victorian Government is tackling this complex issue through a mix of road safety countermeasures, including traditional enforcement programs, safer infrastructure, driver training, and media campaigns. Victoria Police undertakes a range of actions which work together to reduce the road toll. These include high visibility police vehicles, unmarked vehicles, alcohol and drug buses, mobile speed cameras and fixed-site cameras.

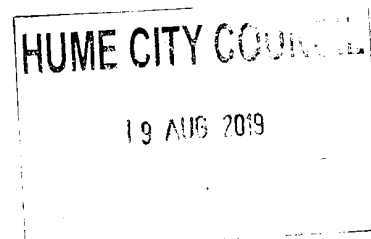
Victoria Police determines the most appropriate balance of these resources for a specific area based on historical crash data and intelligence analysis of local circumstances. There have been significant recent commitments to road policing in Hume, including the recent funding of two additional motorcycle positions within the local Fawkner Highway Patrol, which covers the Hume Police Service Area (PSA). There have also been nine successful applications to run additional Road Policing Operations in Hume over the last two years, funded through the Transport Accident Commission. For example Operation Kinetic, which enhanced the levels of police enforcement from March to May 2019.

Hume is one of the few PSAs to have its own Road Policing Strategy, which operates alongside the work of Road Policing Command, State Highway Patrol and Fawkner Highway Patrol. This strategy will enhance the road policing capabilities of all general duties' members in the Hume PSA, including the 13 new officers allocated to Hume in 2019-20, as part of the additional 3,135 frontline police to be recruited by 2022. This is the biggest boost to frontline police in Victoria's history and is crucial to dealing with demands on police, including tackling road trauma.

Thank you for the opportunity to respond to your concerns.

Yours sincerely

**Hon Lisa Neville MP**  
Minister for Police and Emergency Services  
12/8/19



THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/424)  
Enquiries: Bernadette Thomas  
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

Friday, 16 August 2019

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

Dear Mr McGuire

Frank

**RE: REQUESTING URGENT ADOPTION OF A BEVERAGE CONTAINER  
DEPOSIT SCHEME IN VICTORIA**

Hume City Council at its meeting of Monday 12 August 2019 resolved:

*"That Council write to local MPs (Broadmeadows, Sunbury, Yuroke); the Minister for Energy, Environment and Climate Change; Minister for Local Government; Minister for Jobs, Innovation and Trade; Minister for Regional Development, Agriculture and Resources; and Minister for Suburban Development; requesting urgent adoption of a beverage container deposit scheme in Victoria."*

The introduction of a Victorian beverage container deposit scheme will assist in providing cleaner recyclable materials to the market therefore facilitating their reprocessing. The Municipal Association of Victoria identified this as a key response to Victoria's current kerbside recycling crisis through their "Rescue Our Recycling" action plan. The majority of other Australian states and territories have also committed to such a scheme.

Should you require any further information, please contact Bernadette Thomas, Acting Manager Sustainable Environment and Waste on

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Carly Moore'.

**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/424)  
Enquiries: Bernadette Thomas  
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)

Friday, 16 August 2019

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

Dear Mr Bull *Josh*

**RE: REQUESTING URGENT ADOPTION OF A BEVERAGE CONTAINER  
DEPOSIT SCHEME IN VICTORIA**

Hume City Council at its meeting of Monday 12 August 2019 resolved:

*"That Council write to local MPs (Broadmeadows, Sunbury, Yuroke); the Minister for Energy, Environment and Climate Change; Minister for Local Government; Minister for Jobs, Innovation and Trade; Minister for Regional Development, Agriculture and Resources; and Minister for Suburban Development; requesting urgent adoption of a beverage container deposit scheme in Victoria."*

The introduction of a Victorian beverage container deposit scheme will assist in providing cleaner recyclable materials to the market therefore facilitating their reprocessing. The Municipal Association of Victoria identified this as a key response to Victoria's current kerbside recycling crisis through their "Rescue Our Recycling" action plan. The majority of other Australian states and territories have also committed to such a scheme.

Should you require any further information, please contact Bernadette Thomas, Acting Manager Sustainable Environment and Waste on

Yours sincerely

A handwritten signature in cursive script that reads 'Carly Moore'.

**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/424)  
Enquiries: Bernadette Thomas  
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)

Friday, 16 August 2019

Ms Ros Spence MP  
Member for Yuroke  
PO Box 132  
CRAIGIEBURN VIC 3064

Dear Ms Spence

*ROS*

**RE: REQUESTING URGENT ADOPTION OF A BEVERAGE CONTAINER  
DEPOSIT SCHEME IN VICTORIA**

Hume City Council at its meeting of Monday 12 August 2019 resolved:

*"That Council write to local MPs (Broadmeadows, Sunbury, Yuroke); the Minister for Energy, Environment and Climate Change; Minister for Local Government; Minister for Jobs, Innovation and Trade; Minister for Regional Development, Agriculture and Resources; and Minister for Suburban Development; requesting urgent adoption of a beverage container deposit scheme in Victoria."*

The introduction of a Victorian beverage container deposit scheme will assist in providing cleaner recyclable materials to the market therefore facilitating their reprocessing. The Municipal Association of Victoria identified this as a key response to Victoria's current kerbside recycling crisis through their "Rescue Our Recycling" action plan. The majority of other Australian states and territories have also committed to such a scheme.

Should you require any further information, please contact Bernadette Thomas, Acting Manager Sustainable Environment and Waste on

Yours sincerely

*Moore*

**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/424)  
Enquiries: Bernadette Thomas  
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)

Friday, 16 August 2019

The Hon Lily D'Ambrosio MP  
Minister for Energy, Environment and Climate Change  
Level 16, 8 Nicholson Street  
EAST MELBOURNE VIC 3002

Dear Minister

**RE: REQUESTING URGENT ADOPTION OF A BEVERAGE CONTAINER  
DEPOSIT SCHEME IN VICTORIA**

Hume City Council at its meeting of Monday 12 August 2019 resolved:

*"That Council write to local MPs (Broadmeadows, Sunbury, Yuroke); the Minister for Energy, Environment and Climate Change; Minister for Local Government; Minister for Jobs, Innovation and Trade; Minister for Regional Development, Agriculture and Resources; and Minister for Suburban Development; requesting urgent adoption of a beverage container deposit scheme in Victoria."*

The introduction of a Victorian beverage container deposit scheme will assist in providing cleaner recyclable materials to the market therefore facilitating their reprocessing. The Municipal Association of Victoria identified this as a key response to Victoria's current kerbside recycling crisis through their "Rescue Our Recycling" action plan. The majority of other Australian states and territories have also committed to such a scheme.

Should you require any further information, please contact Bernadette Thomas, Acting Manager Sustainable Environment and Waste on

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Carly Moore'.

**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/424)  
Enquiries: Bernadette Thomas  
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)

Friday, 16 August 2019

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

Dear Minister

**RE: REQUESTING URGENT ADOPTION OF A BEVERAGE CONTAINER  
DEPOSIT SCHEME IN VICTORIA**

Hume City Council at its meeting of Monday 12 August 2019 resolved:

*"That Council write to local MPs (Broadmeadows, Sunbury, Yuroke); the Minister for Energy, Environment and Climate Change; Minister for Local Government; Minister for Jobs, Innovation and Trade; Minister for Regional Development, Agriculture and Resources; and Minister for Suburban Development; requesting urgent adoption of a beverage container deposit scheme in Victoria."*

The introduction of a Victorian beverage container deposit scheme will assist in providing cleaner recyclable materials to the market therefore facilitating their reprocessing. The Municipal Association of Victoria identified this as a key response to Victoria's current kerbside recycling crisis through their "Rescue Our Recycling" action plan. The majority of other Australian states and territories have also committed to such a scheme.

Should you require any further information, please contact Bernadette Thomas, Acting Manager Sustainable Environment and Waste on

Yours sincerely

A handwritten signature in cursive script that reads 'Carly Moore'.

**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/424)  
Enquiries: Bernadette Thomas  
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)

Friday, 16 August 2019

The Hon Martin Pakula MP  
Minister for Jobs, Innovation and Trade  
Level 36, 121 Exhibition Street  
MELBOURNE VIC 3000

Dear Minister

**RE: REQUESTING URGENT ADOPTION OF A BEVERAGE CONTAINER  
DEPOSIT SCHEME IN VICTORIA**

Hume City Council at its meeting of Monday 12 August 2019 resolved:

*"That Council write to local MPs (Broadmeadows, Sunbury, Yuroke); the Minister for Energy, Environment and Climate Change; Minister for Local Government; Minister for Jobs, Innovation and Trade; Minister for Regional Development, Agriculture and Resources; and Minister for Suburban Development; requesting urgent adoption of a beverage container deposit scheme in Victoria."*

The introduction of a Victorian beverage container deposit scheme will assist in providing cleaner recyclable materials to the market therefore facilitating their reprocessing. The Municipal Association of Victoria identified this as a key response to Victoria's current kerbside recycling crisis through their "Rescue Our Recycling" action plan. The majority of other Australian states and territories have also committed to such a scheme.

Should you require any further information, please contact Bernadette Thomas, Acting Manager Sustainable Environment and Waste on

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Cr Carly Moore'.

**CR CARLY MOORE  
MAYOR**



– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/424)  
Enquiries: Bernadette Thomas  
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)

Friday, 16 August 2019

The Hon Jaclyn Symes MP  
Minister for Regional Development  
Level 36, 121 Exhibition Street  
MELBOURNE VIC 3000

Dear Minister

**RE: REQUESTING URGENT ADOPTION OF A BEVERAGE CONTAINER  
DEPOSIT SCHEME IN VICTORIA**

Hume City Council at its meeting of Monday 12 August 2019 resolved:

*"That Council write to local MPs (Broadmeadows, Sunbury, Yuroke); the Minister for Energy, Environment and Climate Change; Minister for Local Government; Minister for Jobs, Innovation and Trade; Minister for Regional Development, Agriculture and Resources; and Minister for Suburban Development; requesting urgent adoption of a beverage container deposit scheme in Victoria."*

The introduction of a Victorian beverage container deposit scheme will assist in providing cleaner recyclable materials to the market therefore facilitating their reprocessing. The Municipal Association of Victoria identified this as a key response to Victoria's current kerbside recycling crisis through their "Rescue Our Recycling" action plan. The majority of other Australian states and territories have also committed to such a scheme.

Should you require any further information, please contact Bernadette Thomas, Acting Manager Sustainable Environment and Waste on

Yours sincerely

A handwritten signature in cursive script, appearing to read 'C Moore'.

**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/424)  
Enquiries: Bernadette Thomas  
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)

Friday, 16 August 2019

The Hon Marlene Kairouz MP  
Minister for Suburban Development  
Level 26, 121 Exhibition Street  
MELBOURNE VIC 3000

Dear Minister

**RE: REQUESTING URGENT ADOPTION OF A BEVERAGE CONTAINER  
DEPOSIT SCHEME IN VICTORIA**

Hume City Council at its meeting of Monday 12 August 2019 resolved:

*"That Council write to local MPs (Broadmeadows, Sunbury, Yuroke); the Minister for Energy, Environment and Climate Change; Minister for Local Government; Minister for Jobs, Innovation and Trade; Minister for Regional Development, Agriculture and Resources; and Minister for Suburban Development; requesting urgent adoption of a beverage container deposit scheme in Victoria."*

The introduction of a Victorian beverage container deposit scheme will assist in providing cleaner recyclable materials to the market therefore facilitating their reprocessing. The Municipal Association of Victoria identified this as a key response to Victoria's current kerbside recycling crisis through their "Rescue Our Recycling" action plan. The majority of other Australian states and territories have also committed to such a scheme.

Should you require any further information, please contact Bernadette Thomas, Acting Manager Sustainable Environment and Waste on

Yours sincerely

A handwritten signature in cursive script that reads 'Carly Moore'.

**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/415)  
Enquiries: Andrew Johnson  
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)

Thursday 22 August 2019

The Hon Richard Wynne MP  
Minister for Planning  
Department of Environment, Land, Water and Planning  
Level 16, 8 Nicholson Street  
EAST MELBOURNE VIC 3002

Dear Minister

**RE: CONGESTION ON MICKLEHAM ROAD AND SOMERTON ROAD**

Hume City Council at its meeting of 12 August 2019 resolved:

*"That Council write to the Hon. Jaala Pulford MP, Minister for Roads, The Hon. Richard Wynne MP, Minister for Planning, seeking confirmation that Mickleham Rd is currently adequate to support the traffic that will be generated by the recently approved Lindum Vale PSP and the ongoing development in Craigieburn and the current Craigieburn West PSP.*

*That Council invites the Hon. Jaala Pulford MP, Minister for Roads, to visit Hume to meet with residents impacted by the congestion on Mickleham and Somerton Roads and gain an understanding of local traffic conditions".*

Mickleham Road and Somerton Road are both important arterial roads in Melbourne's Northern Growth Corridor. The region is growing rapidly and includes Mickleham which is one of Australia's fastest growing suburbs. This is placing pressure on the undivided sections of these roads which have not changed since they were constructed to serve what was once a rural community to the north of Melbourne.

Traffic volumes on parts of Mickleham Road have grown by 20 percent in the past year, with more than 28,000 vehicles per day now travelling on the unduplicated section immediately north of Somerton Road. Council is concerned that current traffic often brings both Mickleham Road and Somerton Road to a standstill and these roads will not cope with continued population growth.

The rapid growth of the whole Northern Growth Corridor, particularly the future population in the recently approved Lindum Vale Precinct Structure Plan (PSP) area, the ongoing development of Craigieburn and the future Craigieburn West PSP area will only exacerbate current concerns around safety and congestion.

.../2

- 2 -

Council supports new development to accommodate Melbourne's significant population growth. Timely delivery of supporting State infrastructure, particularly arterial road infrastructure, is paramount to Council continuing this support.

Council requests confirmation that Mickleham Road is currently adequate to support the traffic that will be generated by the growing population in Craigieburn and Mickleham, particularly the recently approved Lindum Vale PSP area.

Should you require further information in relation to this matter, please contact Mr Andrew Johnson, Manager Strategic Planning on

Yours sincerely



**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/415)  
Enquiries: Andrew Johnson  
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)

Thursday 22 August 2019

The Hon Jaala Pulford MP  
Minister for Roads  
Department of Transport  
Level 20, 1 Spring Street  
MELBOURNE VIC 3000

Dear Minister

**RE: CONGESTION ON MICKLEHAM ROAD AND SOMERTON ROAD**

Hume City Council at its meeting of 12 August 2019 resolved:

*"That Council write to the Hon. Jaala Pulford MP, Minister for Roads, The Hon. Richard Wynne MP, Minister for Planning, seeking confirmation that Mickleham Rd is currently adequate to support the traffic that will be generated by the recently approved Lindum Vale PSP and the ongoing development in Craigieburn and the current Craigieburn West PSP.*

*That Council invites the Hon. Jaala Pulford MP, Minister for Roads, to visit Hume to meet with residents impacted by the congestion on Mickleham and Somerton Roads and gain an understanding of local traffic conditions".*

Mickleham Road and Somerton Road are both important arterial roads in Melbourne's Northern Growth Corridor. The region is growing rapidly and includes Mickleham which is one of Australia's fastest growing suburbs. This is placing pressure on the undivided sections of these roads which have not changed since they were constructed to serve what was once a rural community to the north of Melbourne.

Traffic volumes on parts of Mickleham Road have grown by 20 percent in the past year, with more than 28,000 vehicles per day now travelling on the unduplicated section immediately north of Somerton Road. Council is concerned that current traffic often brings both Mickleham Road and Somerton Road to a standstill and these roads will not cope with continued population growth.

The rapid growth of the whole Northern Growth Corridor, particularly the future population in the recently approved Lindum Vale Precinct Structure Plan (PSP) area, the ongoing development of Craigieburn and the future Craigieburn West PSP area will only exacerbate current concerns around safety and congestion.

.../2

- 2 -

Council supports new development to accommodate Melbourne's significant population growth. Timely delivery of supporting State infrastructure, particularly arterial road infrastructure, is paramount to Council continuing this support.

Council requests confirmation that Mickleham Road is currently adequate to support the traffic that will be generated by the growing population in Craigieburn and Mickleham, particularly the recently approved Lindum Vale PSP area.

Should you require further information in relation to this matter, please contact Mr Andrew Johnson, Manager Strategic Planning on

Yours sincerely



**CR CARLY MOORE  
MAYOR**

– OFFICE OF THE MAYOR –



Our File: HCC18/447 (HCC-CM19/421)  
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)

Thursday, 22 August 2019

The Hon Jaala Pulford MP  
Minister for Roads  
Level 20, 1 Spring Street  
MELBOURNE VIC 3000

Dear Minister

**RE: SUNBURY ROAD UPGRADE**

Hume City Council at its meeting of 12 August 2019 resolved:

*"That Council write to the Minister for Roads and Major Road Projects Victoria to express its disappointment at the proposal for the upgrade of Sunbury Road as part of the Northern Roads Upgrade Package and requests the inclusion of a planted median in line with what was proposed as the Sunbury South PSP. "*

Councillors are disappointed that instead of a proper duplication with a central planted median as was proposed under the Sunbury South Precinct Structure Plan (PSP), the road to the east of Lancefield Road will just have a central median barrier.

This will look similar to the section of Sunbury Road from Melbourne Airport through to Oaklands Road, except with two lanes in each direction. Council believes this will be a very poor outcome, especially as development of the PSP proceeds and the road has an urban interface. The median barrier proposal may be suitable for a rural road but not for an urban road, which is what this section of Sunbury Road will soon become. The median barrier is also not in keeping with the status of Sunbury Road as a major gateway to Sunbury.

Council believes that the current proposal under the Northern Roads Upgrade is inferior to what was proposed under the PSP and observes that the PSP proposal was communicated more effectively to the community. Council fears that the project may not be well received when the community realise what is being delivered.

Should you require any further information, please contact David Fricke, Manager Assets on

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Cr Carly Moore'.

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

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



# Ros Spence MP

STATE MEMBER FOR YUROKE



30<sup>th</sup> July 2019

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

Dear Mayor, *Carly*

I am writing to provide you with an update regarding access to public transport in our community.

Recently, I announced the proposed route for the new Route 525 bus service, which is being delivered thanks to an \$8.9 million investment by the Andrews Labor Government.

The Route 525 bus service will run from Donnybrook to Craigieburn via Mickleham and Kalkallo, connecting residents living in new developments (including the Merrifield, Cloverton and Trillium estates) with improved access to local shops, services and schools.

This is terrific news for the thousands of local residents that currently have no access to local public transport.

Please find attached a media release with more information, including maps of the new route.

The procurement process for the new route is now being finalised, and I look forward to sharing more updates with Council prior to services commencing in December.

Kind regards,

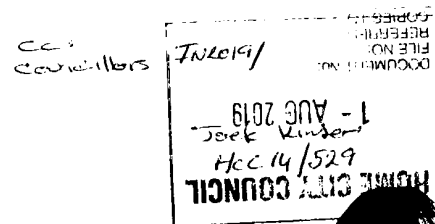
**Ros Spence MP**  
**State Member for Yuroke**  
**Parliamentary Secretary for Road Infrastructure**

CC: Aitken & Meadow Valley Ward Councillors; Mr Joel Kimber

**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



## ROS SPENCE MP

### STATE MEMBER FOR YUROKE

#### MEDIA RELEASE

Thursday, 20 June 2019

### CONNECTING LOCALS ACROSS THE NORTH TO SHOPS, SCHOOLS AND TRAINS

The Andrews Labor Government is making it easier for locals in the growing areas of Mickleham and Kalkallo to access trains at Craigieburn Station thanks to a major investment in a new \$8.9 million bus route.

The route will serve residents living in new developments including the Merrifield, Cloverton and Trillium estates – making it easier for locals to get between these new communities, shops, schools, trains and other services in Craigieburn.

This new service is a step closer with the funding approved and the tender process underway to secure an operator for the Route 525 service. Further details will be announced once the procurement process has been finalised.

It is anticipated the new route will run from Donnybrook station via Mickleham before terminating at Craigieburn station, which will improve connections between these new communities, shops and train services.

Funded through the Growth Areas Infrastructure Contribution (GAIC) fund, the new service will encourage locals to leave the car at home when accessing schools, shops and services in nearby Craigieburn.

The new bus route comes on top of the recently released concept designs for the new 745-space car park at Craigieburn station, with the new car park to be built along the eastern edge of the Hume Highway and linked to the station by a pedestrian footpath.

The project will also include new bicycle facilities, so cyclists can ride to the station and get on the train.

Planning, detailed design and the approval process for the car park will take place during 2019 with construction to be completed in mid-2020.

#### Quotes attributable to Member for Yuroke Ros Spence

*"We're getting on with delivering better public transport services to get locals in the growing outer-Northern suburbs where they need to go safer and sooner."*

*"We know how fast our outer suburbs are growing, so we're delivering the public transport our booming suburbs need."*

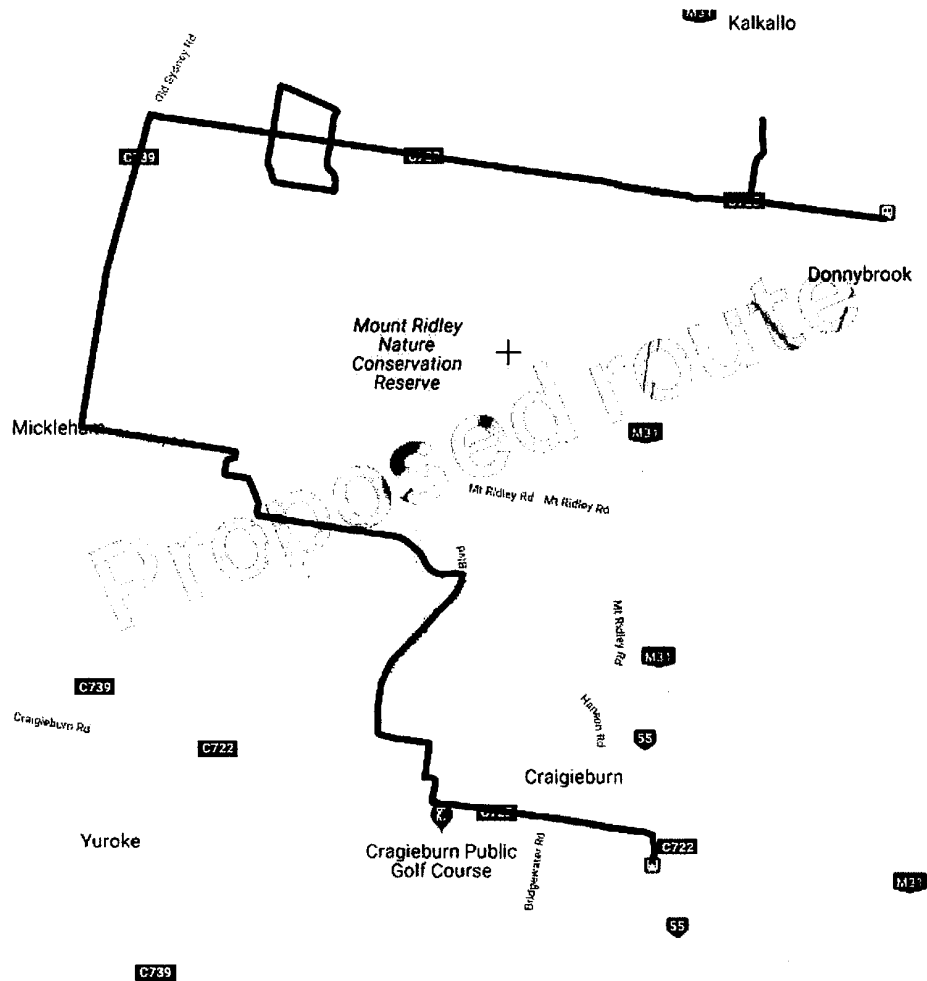
**Media contact: Ryan Moore | 0487 160 869 | [ryan.moore@parliament.vic.gov.au](mailto:ryan.moore@parliament.vic.gov.au)**

OFFICE 340 Craigieburn Road Craigieburn VIC 3064  
POSTAL PO Box 132 Craigieburn VIC 3064  
P (03) 8377 4477 E [ros.spence@parliament.vic.gov.au](mailto:ros.spence@parliament.vic.gov.au)

# ROS SPENCE MP STATE MEMBER FOR YUROKE

## MEDIA RELEASE

Full route

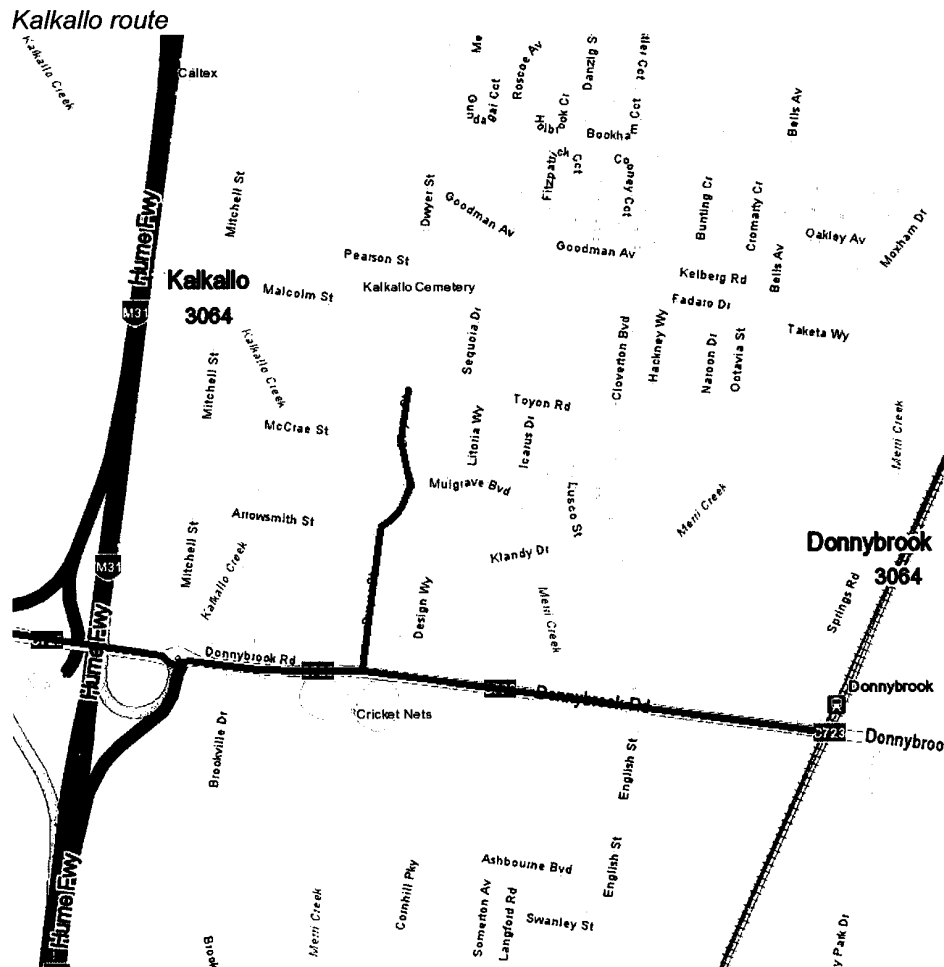


OFFICE 340 Craigieburn Road Craigieburn VIC 3064  
POSTAL PO Box 132 Craigieburn VIC 3064  
P (03) 8377 4477 E [ros.spence@parliament.vic.gov.au](mailto:ros.spence@parliament.vic.gov.au)

# ROS SPENCE MP

## STATE MEMBER FOR YUROKE

### MEDIA RELEASE

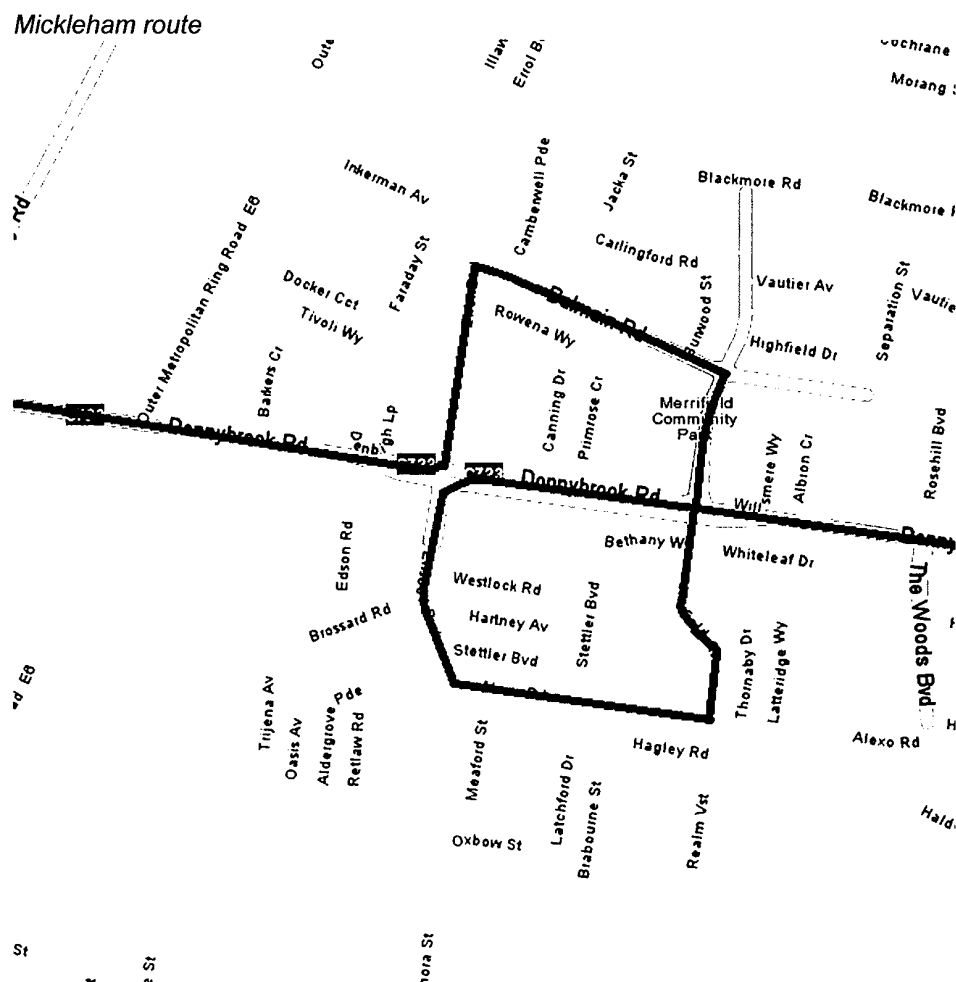


OFFICE 340 Craigieburn Road Craigieburn VIC 3064  
 POSTAL PO Box 132 Craigieburn VIC 3064  
 P (03) 8377 4477 E [ros.spence@parliament.vic.gov.au](mailto:ros.spence@parliament.vic.gov.au)

# ROS SPENCE MP

## STATE MEMBER FOR YUROKE

### MEDIA RELEASE



OFFICE 340 Craigieburn Road Craigieburn VIC 3064  
 POSTAL PO Box 132 Craigieburn VIC 3064  
 P (03) 8377 4477 E [ros.spence@parliament.vic.gov.au](mailto:ros.spence@parliament.vic.gov.au)

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



The Hon Adem Somyurek MP

Minister for Local Government  
Minister for Small Business

121 Exhibition Street  
Melbourne, Victoria 3000  
Telephone: 03 8392 2202  
DX210074

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

Ref: MBR039845



Dear Cr Moore

I am pleased to inform you that the Victorian Government will provide \$1,333,737 to Hume City Council as part of the 2019-20 *Public Libraries Funding Program*. This funding assists local government in providing library services to Victorians.

This funding will be paid to Hume City Council in two instalments, subject to satisfactory completion of the milestones in the multi-year funding agreement that is already in place.

The Victorian Government has allocated a record \$44.717 million to the *Public Libraries Funding Program* in 2019-20 which will support councils, regional library corporations and Vision Australia.

In addition to the recurrent funding support provided to local government through the *Public Libraries Funding Program*, the Victorian Government is also providing \$4.4 million over four years as part of the *Premiers' Reading Challenge Book Fund* to enable libraries to purchase additional resources and \$18 million over four years through the *Living Libraries Infrastructure Program* to improve public library facilities.

If you require any further information regarding the *Public Libraries Funding Program*, please contact Ms Amanda Minniti, Program Manager at Local Government Victoria, on 9948 8538 or by email, [amanda.minniti@delwp.vic.gov.au](mailto:amanda.minniti@delwp.vic.gov.au).

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

Yours sincerely

The Hon Adem Somyurek MP  
Minister for Local Government  
Minister for Small Business

05 AUG 2019



THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



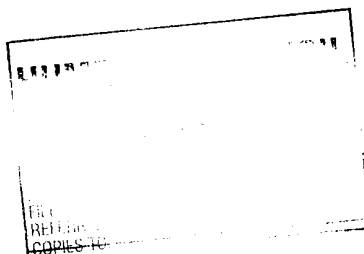
# Ros Spence MP

STATE MEMBER FOR YUROKE



31<sup>st</sup> July 2019

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



Dear Mayor,

I am writing to provide you with an update in relation to the new Craigieburn South Secondary School.

Last week, I announced that the school's inaugural principal, Mr Colin Burke, has been appointed.

Mr Burke was previously the Senior Campus Principal at Mill Park Secondary College with day-to-day Principal level responsibility for a campus of over 900 students and 80 staff.

As you are aware, Craigieburn South Secondary School will open in 2020 and is part of a record investment in local education, with the Andrews Labor Government set to deliver six new schools in the Yuroke electorate over this term of government.

Any families interested in finding out more about Craigieburn South Secondary School can find out more details – including how to enrol – via the Victorian School Building Authority website at <https://www.schoolbuildings.vic.gov.au/schools/Pages/CraigieburnSouthSecondarySchool.aspx>

Kind regards,

**Ros Spence MP**  
**State Member for Yuroke**  
**Parliamentary Secretary for Road Infrastructure**

*CC: Aitken & Meadow Valley Councillors, Mr Joel Kimber*

**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](mailto:ros.spence@parliament.vic.gov.au)



THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



The Hon Alan Tudge MP

Minister for Population, Cities and Urban Infrastructure

Ref: MC19-002853

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

Dear Mayor *Carly*

Thank you for your letter of 21 June 2019 to the Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, the Hon Michael McCormack MP, regarding the Craigieburn train station car park. Your letter was forwarded to me as I am the minister responsible for the matter you raised.

The Australian Government is committed to improving the productivity and liveability of Australian cities by upgrading and investing in transport infrastructure. The \$4 billion Urban Congestion Fund was established to support upgrades to the urban road network to reduce congestion and get commuters home sooner and safer. As part of the Urban Congestion Fund, the Australian Government has committed \$395 million to upgrade commuter car parks in 30 locations across Melbourne, including at the Craigieburn train station.

The Australian and Victorian Governments are working together to progress delivery of the car park upgrades, including consideration of planning requirements and delivery timelines. Ms Cindy McTaggart from the Department of Infrastructure, Transport, Cities and Regional Development will contact Ms Khananishoo at Hume City Council to discuss the project in greater detail.

Thank you again for your correspondence and I trust this is of assistance.

Yours sincerely

Alan Tudge

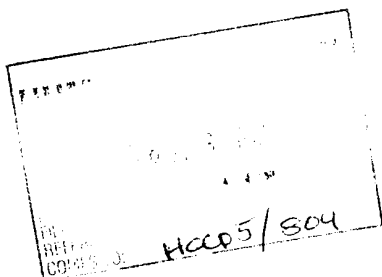
18/7/2019

The Hon Alan Tudge MP  
Parliament House Canberra | (02) 6277 7790 | alan.tudge.mp@aph.gov.au

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK



PRIME MINISTER



Reference: MC19-033841

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

Dear Mayor

Thank you for your kind message of congratulations following the election.

The result is a recognition of so many Australians who simply and quietly wanted to continue to work hard to realise their decent and honest aspirations for themselves, their families and their communities. I have called them the quiet Australians. This was a victory for them and how they make our country stronger.

Having been successful at the election, we will now continue to govern humbly for all Australians.

We will work to strengthen our economy as we face the challenges ahead and create 1.25 million jobs over the next five years.

Having brought the budget back to surplus for the first time in 12 years we will keep it there and eliminate our nation's debt over the next decade.

We will deliver the promised tax relief for hard working Australians, families and small businesses that rewards their aspiration.

We will guarantee our record funding for schools, hospitals and roads by managing the nation's finances responsibly and keeping our economy strong.

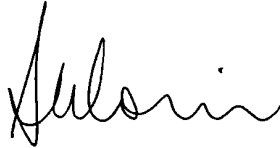
And we will keep Australians safe from the many threats we face, both foreign and domestic, and keep our borders secure.

We have a great deal to do and we are back at work, getting on with the job.

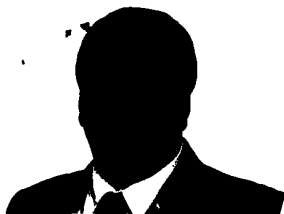
I have copied this letter to the Minister for Regional Services, Decentralisation and Local Government, the Hon Mark Coulton MP.

Thank you again for your encouragement and support.

Yours sincerely

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

SCOTT MORRISON



**Rob  
Mitchell MP**  
Federal Member for McEwen



Domenic Isola  
Chief Executive Officer  
City of Hume  
PO Box 119  
DALLAS VIC 3047

min  
Nicole Wilson  
HCC 19/7/10

09 August, 2019

Dear Mr Isola

**COMMUNITIES ENVIRONMENT PROGRAM GRANTS - EXPRESSIONS OF INTEREST NOW OPEN**

I am pleased to invite expressions of interest to participate in the exciting opportunity for our community.

The Australian Government has announced a one-off grants program, the Communities Environment Program. This program will support small scale, community-led environment projects that address local environmental priorities across the country.

I would like to hear from you with your ideas for local community projects for McEwen. Grant funding from \$2,500 to \$20,000 may be available to organisations such as yours for eligible projects. Full details on eligibility can be found by reading the Guidelines at [www.business.gov.au/assistance/communities-environment-program](http://www.business.gov.au/assistance/communities-environment-program) or contact my office for a hard copy.

To have your proposal considered, please contact my office for an Expression of Interest (EOI) form. EOIs must be completed and returned to my office no later than **midday 13 September 2019**.

Up to \$150,000 of funding will be available for up to 20 projects in McEwen. All proposals will be reviewed within the funding limitations of the program. A shortlist of applicants will then be invited to submit a formal application to the Department of Industry, Innovation and Science.

Please note that the invitation to submit an application will not guarantee the grant funding, as organisations and projects are required to meet the eligibility criteria as outlined in the Grant Opportunity Guidelines. Please ensure you read these prior to submitting your expression of interest.

If you have any question please contact my office on 9333 0440.

Yours sincerely,

**Rob Mitchell MP**  
Member for McEwen

**Office:** Shop E00-48, Craigieburn Central Shopping Centre, 340 Craigieburn Road, Craigieburn VIC 3064  
**Postage:** PO Box 314, CRAIGIEBURN VIC 3064  
**Ph:** (03) 9333 0440 **Toll Free:** 1300 701 966 **Fax:** (03) 9333 8377  
**Email:** Rob.Mitchell.MP@aph.gov.au [www.robmitchell.com.au](http://www.robmitchell.com.au)



Australian Government  
Department of Industry,  
Innovation and Science

Department of the  
Environment and Energy

Business

business.gov.au  
13 28 46  
Delivered by AusIndustry



## Factsheet

### Communities Environment Program

*The Communities Environment Program supports small scale, community-led environment projects that address local environmental priorities in each of the 151 federal electorates across Australia.*

#### What does it offer?

Each federal electorate will receive up to \$150,000 for allocation to successful project applications. A maximum of 20 projects will be funded in each electorate.

For each project, the grant amount can cover all eligible project costs. However, additional cash and/or in-kind contributions towards the project costs are strongly encouraged.

- The minimum grant amount is \$2,500.
- The maximum grant amount is \$20,000.

We cannot fund your project if it receives funding from another Commonwealth, State, Territory or local government grant for the same activities. You can apply for a grant for your project under more than one government program, but if your application is successful, you must choose either the Communities Environment Program grant or the other government grant.

#### How does it work?

If your local Federal Member of Parliament (MP) chooses to participate in the program, they will be encouraged to consult with their community to identify suitable projects. Your MP has discretion in how they consult. In some cases this may mean your project will be reviewed by a consultation committee with representatives from the local community.

The identified projects must be consistent with the intended program objectives and criteria to be eligible for funding.

Once suitable projects and potential applicant organisations are identified, your MP will nominate these to the department and advise the department of the basis for their project nominations. Your MP will then invite the nominated organisations to apply for a grant.

The invitation will include a link to an online application form, along with details on how to lodge their project application.

To be eligible for a grant you must be invited by your MP to apply and your project must:

- be a small scale, community-led environmental project
- give communities the resources, skills and knowledge to care for the environment
- deliver positive environmental and social outcomes
- include eligible activities and eligible expenditure
- direct the majority of grant funding to on-ground eligible activities
- undertake the majority of the project in the nominating MP's electorate
- request a grant amount between \$2,500 and \$20,000
- have at least \$2,500 in eligible expenditure.

Your project should be completed by 31 December 2020.

During the online application process, you will be asked to provide the spatial location of your project site(s) using a geospatial mapping tool.

The grant amount and project in your application must be the same as that which was detailed in your invitation to apply and reported by your local MP to the department.



### Who can apply?

To be eligible you must:

- be invited to apply by your MP
- have an Australian Business Number (ABN)

and be one of the following incorporated entities:

- an incorporated not for profit organisation, including Parents and Citizens or Parents and Friends groups (the [grant opportunity guidelines](#) provide detail on how you must demonstrate your 'not for profit' status)
- an incorporated trustee on behalf of a trust with responsibility for a community property
- an Australian State/Territory Government agency or body that is:
  - a registered school that is a legal entity (with its own unique ABN) and that can enter into a grant agreement in its own right
  - a legal entity applying on behalf of a registered school
  - a legal entity applying on behalf of a Western Australian Land Conservation District Committee
- a Regional Land Partnerships service provider acting as a project sponsor to enable a community group to undertake their project
- a local governing body as defined by the *Local Government (Financial Assistance) Act 1995* or listed in the guidelines.

Joint applications (from a number of organisations joining together as a group) are acceptable, provided there is a lead applicant organisation who can act on behalf of the group and is eligible to apply.

For further information on program eligibility refer to the [grant opportunity guidelines](#).

### Who is not eligible to apply?

You are not eligible to apply if you are:

- a for profit organisation
- an individual
- a partnership
- an unincorporated association (unless sponsored, see below)
- a Regional Development Australia Committee
- a trust (however, an incorporated trustee may apply on behalf of a trust)

- a Commonwealth, State or Territory government agency or body (including government business enterprises) unless listed in section 4.1 of the [grant opportunity guidelines](#).
- a non-corporate Commonwealth entity
- a political party, political organisation or lobbyist
- an organisation that is not based in Australia.

### Can I apply if my organisation is not an incorporated entity?

If your organisation is not an incorporated entity you are not eligible to apply. However, you may nominate a project sponsor (that is an incorporated entity) to apply on your behalf, provided they also meet the program's eligibility criteria.

The project sponsor applying on your behalf must:

- be invited to apply by your MP
- meet the program's eligibility criteria
- be the main driver of the project
- submit the Communities Environment Program online application
- if successful, enter into a grant agreement with the Commonwealth
- ensure that the grant is spent on the project and in accordance with the agreement.

In areas where school Parents and Citizens or Parents and Friends groups are unable to incorporate, a registered school or other body may be able to act as a sponsor for their application in accordance with the [grant opportunity guidelines](#).

### What activities are eligible?

Eligible activities are defined in the [grant opportunity guidelines](#). The following activities are a guide to the types of projects that may be suitable for a grant under the program:

- monitoring local flora, fauna, water quality and marine debris
- supporting recovery of threatened species, such as providing nest boxes or artificial burrows
- seed collection and propagation to support revegetation of habitats and threatened ecological communities
- planting trees and understorey to rehabilitate degraded habitats / riverbanks / wetlands; control erosion; or to increase

- suitable habitat, vegetation linkages and available food sources for native animals
- reducing the impact of invasive weeds, pest animals, and diseases on the environment
- fencing to control access to sensitive sites, remnant vegetation or revegetation sites
- installation of infrastructure, such as boardwalks, to manage access to sensitive natural habitats
- reducing sediment, contaminant and nutrient run-off to waterways
- litter clean-up events, marine debris collection or litter management infrastructure
- new or enhanced recycling drop-off facilities, and community-based initiatives to repair, share, re-use or recycle products
- workshops to increase community skills in monitoring, conserving, and/or protecting threatened species, ecological communities or other important environmental assets.

#### How will my application be assessed?

It is important to note that being invited to submit an application by your MP does not guarantee that your application will be successful.

We will assess your application is complete and meets all the eligibility criteria. To be recommended for funding, your project must meet all eligibility criteria, provide value for money and be a proper use of public funding.

The Program Delegate (who is an AusIndustry Senior Responsible Officer with responsibility for the program) decides which grants to approve and takes into account the eligibility assessment of the department, any reputational risk to the Australian Government, information you provide, and the availability of grant funds.

#### When can I start my project?

You may start your project from the date you submit your application online and receive an automatic confirmation from the department. You may also start your project at a later time (which you indicate in your application form).

If you choose to start your project before you enter into a grant agreement with the Commonwealth, any costs incurred are at your own risk.

You must incur your project expenditure between the date of application submission and the project end date (by 31 December 2020 or earlier) for the costs to be considered eligible expenditure.

You will not receive any funding if your application is unsuccessful.

#### What will I need to do if successful?

You (or where relevant, the lead applicant of a joint application or a project sponsor) must enter into a grant agreement with the Commonwealth.

The grant agreement will state the:

- maximum grant amount we will pay
- proportion of eligible expenditure covered by the grant (grant percentage).

We will pay all of the grant up front after execution of the grant agreement. You will be required to report how you spent the grant funds at the completion of the project and provide photographic evidence of the project site(s) before and after completion of project activities.

You should familiarise yourself with the final report template available in the sample agreement on our website prior to project commencement to ensure you collect relevant details throughout your project.

If you enter an agreement under the Communities Environment Program, you cannot receive other grants for the same activities from other Commonwealth granting programs.

#### How do I apply?

You should read the [grant opportunity guidelines](#) before you apply.

To apply you must

- be invited by your MP to submit a formal application for your project
- complete the online Communities Environment Program application form (accessed by a link in an email you will receive from your MP)
- provide all the information requested
- address all eligibility criteria
- include all requested attachments.

#### Where can I find more information?

Visit [business.gov.au](http://business.gov.au) or call 13 28 46.