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AGENDA OF THE ORDINARY COUNCIL MEETING

To be held on Monday 28 November 2022 at 6.00pm

**This Council Meeting will be held at Preston Town Hall,
284 Gower Street, Preston.**

**This meeting will be a scheduled hybrid meeting, at which
both councillors and members of the public may
participate either in person or virtually.**

**This meeting will also be livestreamed and may be
accessed from Councils website www.darebin.vic.gov.au.**

Persons wishing to submit a 'Public Question' may do so
online by 12.00 noon on the day of the meeting via the
Question and Submissions form.



ACKNOWLEDGEMENT OF TRADITIONAL OWNERS AND ABORIGINAL AND TORRES STRAIT ISLANDER COMMUNITIES IN DAREBIN

Darebin City Council acknowledges the Wurundjeri Woi-Wurrung people as the Traditional Owners and custodians of the land we now call Darebin and pays respect to their Elders, past, present and emerging.

Council pays respect to all other Aboriginal and Torres Strait Islander communities in Darebin.

Council recognises, and pays tribute to, the diverse culture, resilience and heritage of Aboriginal and Torres Strait Islander people.

We acknowledge the leadership of Aboriginal and Torres Strait Islander communities and the right to self-determination in the spirit of mutual understanding and respect.



(2)

English

These are the Minutes for the Council Meeting. For assistance with any of the items in the minutes, please telephone 8470 8888.

Arabic

هذه هي محاضر اجتماع المجلس. للحصول على المساعدة في أي من البنود في المحاضر، يرجى الاتصال بالهاتف 8470 8888.

Chinese

这些是市议会会议纪要。如需协助了解任何纪要项目，请致电8470 8888。

Greek

Αυτά είναι τα Πρακτικά της συνεδρίασης του Δημοτικού Συμβουλίου. Για βοήθεια με οποιαδήποτε θέματα στα πρακτικά, παρακαλείστε να καλέσετε το 8470 8888.

Hindi

ये काउंसिल की बैठक का सारांश है। सारांश के किसी भी आइटम में सहायता के लिए, कृपया 8470 8888 पर टेलीफोन करें।

Italian

Questo è il verbale della riunione del Comune. Per assistenza con qualsiasi punto del verbale, si prega di chiamare il numero 8470 8888.

Macedonian

Ова е Записникот од состанокот на Општинскиот одбор. За помош во врска со која и да било точка од записникот, ве молиме телефонирајте на 8470 8888.

Nepali

यी परिषद्को बैठकका माइन्युटहरू हुन्। माइन्युटका कुनै पनि वस्तुसम्बन्धी सहायताका लागि कृपया 8470 8888 मा कल गर्नुहोस्।

Punjabi

ਇਹ ਵੈੱਸਲ ਦੀ ਮੀਟਿੰਗ ਵਾਸਤੇ ਸੰਖੇਪ ਸਾਰਾਂਸ਼ ਹੈ। ਸੰਖੇਪ ਸਾਰਾਂਸ਼ ਵਿਚਲੀਆਂ ਕਿਸੇ ਵੀ ਆਈਟਮਾਂ ਸੰਬੰਧੀ ਸਹਾਇਤਾ ਵਾਸਤੇ, ਕਿਰਪਾ ਕਰਕੇ 8470 8888 ਨੂੰ ਟੈਲੀਫੋਨ ਕਰੋ।

Somali

Kuwaani waa qodobadii lagaga wada hadlay Fadhiga Golaha. Caawimada mid kasta oo ka mid ah qodobada laga wada hadlay, fadlan la xiriiir 8470 8888.

Spanish

Estas son las Actas de la Reunión del Concejo. Para recibir ayuda acerca de algún tema de las actas, llame al teléfono 8470 8888.

Urdu

یہ کاؤنسل کی میٹنگ کا ایجنڈا ہے۔ ایجنڈے کے کسی بھی حصے کے بارے میں مدد کے لیے براہ مہربانی 8470 8888 پر فون کریں۔

Vietnamese

Đây là những Biên bản Họp Hội đồng Thành phố. Muốn có người trợ giúp mình về bất kỳ mục nào trong biên bản họp, xin quý vị gọi điện thoại số 8470 8888.

Table of Contents

Item Number	Page Number
1. OPENING OF MEETING AND MEMBERSHIP	1
2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS	1
3. APOLOGIES.....	1
4. DISCLOSURES OF CONFLICTS OF INTEREST.....	1
5. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS.....	1
6. COUNCIL’S OCCUPATIONAL HEALTH AND SAFETY RESPONSIBILITIES	1
7. QUESTION AND SUBMISSION TIME	2
8. PETITIONS	3
9. CONSIDERATION OF REPORTS.....	4
9.1 AMENDMENT C191DARE (THORNBURY PARK ESTATE HERITAGE) - CONSIDERATION OF PANEL REPORT AND ADOPTION.....	4
9.2 DECLARATION OF A SPECIAL CHARGE: SOLAR SAVER RESIDENTIAL (BATCH 1)	177
9.3 2022-23 QUARTER 1 PERFORMANCE REPORT ENDING 30 SEPTEMBER 2022 - COUNCIL PLAN ACTION PLAN & FINANCIAL PERFORMANCE	192
9.4 REVIEW OF THE PLACE AND ROAD NAMING POLICY	299
9.5 PROPERTY MATTERS.....	346
9.6 GOVERNANCE REPORT - NOVEMBER 2022	368
10. ITEMS TO BE TABLED.....	481
11. NOTICES OF MOTION.....	482
11.1 PARKING NOM	482
11.2 MERRI MERRI WAYI	483
12. URGENT BUSINESS.....	485
13. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL.....	485
14. CLOSE OF MEETING	485

Agenda

1. OPENING OF MEETING AND MEMBERSHIP

Cr. Lina Messina (Mayor) (Chairperson)

Cr. Trent McCarthy (Deputy Mayor)

Cr. Emily Dimitriadis

Cr. Gaetano Greco

Cr. Tom Hannan

Cr. Tim Laurence

Cr. Susanne Newton

Cr. Susan Rennie

Cr. Julie Williams

2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

3. APOLOGIES

4. DISCLOSURES OF CONFLICTS OF INTEREST

5. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS

Recommendation

That the Minutes of the Ordinary Meeting of Council held on 24 October 2022 and the Special Meeting of Council held on 14 November 2022 be confirmed as a correct record of business transacted.

6. COUNCIL'S OCCUPATIONAL HEALTH AND SAFETY RESPONSIBILITIES

7. QUESTION AND SUBMISSION TIME

Members of the public can lodge questions for Council to answer or make a Comment or Submission prior to a specific item listed on the Agenda of an Ordinary Council meeting.

QUESTIONS

Members of the public can ask up to three (3) questions at an Ordinary Council meeting. Members of the public wishing to ask a question must register their question using the Questions and Submission Time Form before 12 noon on the day of the meeting.

Questions that are not lodged by 12 noon on the day of the Council Meeting will not be accepted, and **no questions will be taken from people *in attendance* on the night of the Council Meeting.**

In accordance with the Council Governance Rules 2020, the Chairperson may disallow a question if it:

- a) relates to a matter outside the duties, functions or powers of Council;
- b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
- c) may lead to a breach of Council's statutory obligations;
- d) relates to a Notice of Motion, Petition or item of urgent business;
- e) deals with a subject matter already answered;
- f) is aimed at embarrassing a Councillor or an Officer; or
- g) deals with a matter that should be, or has been, considered as a confidential matter or relates to any matter in respect of which Council may close the Meeting to the public under section 66 of the *Local Government Act 2020*.

No questions directed at an individual Councillor or Officer will be allowed

SUBMISSIONS

Members of the public wishing to make a 2 minute submission on a report listed on the Agenda (unless not permitted pursuant to the Councils Governance Rules) must register online before 12 noon on the day of the Ordinary Council Meeting or Hearing of Submissions Meeting and be in attendance on the day of the Meeting to make their submission.

If the person wishing to make a submission or their representative is not in attendance (including virtual attendance for a scheduled hybrid meeting) when the Agenda item is to be considered, their submission will not be read out.

The person making the submission must clearly state their name and their suburb. The name of the submitter will be recorded in the Minutes, as an official record.

No member of the public can make a submission to a Notice of Motion, Petition (unless originator of petition, Governance Rule 16.3(6)) or item of Urgent Business presented at a Council meeting.

HOW TO SUBMIT YOUR QUESTION OR MAKE A COMMENT OR SUBMISSION

Members of the public who wish to ask a question, or make a submission to an agenda item, at an Ordinary Council Meeting may register their question or intent to make a submission before 12.00 noon on the day of the meeting in one of the following ways:

- (a) online at darebin.vic.gov.au; or
- (b) by mail to PO Box 91, Preston 3072.

Council meetings can be viewed at the 'Watch Council and Planning Committee' meetings page via Council's website.

Agenda's will be available for viewing on Council's website at the 'Meeting Agendas and Minutes' page up to 6 days prior to the date of the meeting.

8. PETITIONS

9. CONSIDERATION OF REPORTS

9.1 AMENDMENT C191DARE (THORNBURY PARK ESTATE HERITAGE) - CONSIDERATION OF PANEL REPORT AND ADOPTION

Author: Senior Strategic Planner

Reviewed By: Manager City Futures

EXECUTIVE SUMMARY

Amendment C191dare proposes to apply a Heritage Overlay to properties in the Thornbury Park Estate Precinct. On 28 March 2022, Council considered submissions received through the exhibition period and resolved to refer Amendment C191dare to an independent planning panel.

Following a hearing and consideration of all submissions to the amendment, the Panel issued a report (**Appendix A**) on the proposed application of a permanent Heritage Overlay to the Thornbury Park Estate. The Panel finds the amendment is well founded and strategically justified and should proceed subject to changes, including reducing the size of the Heritage Overlay area, removing the post-war housing stock and area east of the Bracken Avenue linear park.

The Panel considered matters raised in submissions including flooding, environmentally significant development (ESD) outcomes and found they are not relevant when applying a Heritage Overlay and are detailed matters that can be considered at a planning permit stage. The Panel noted that it is confident that heritage and ESD can co-exist harmoniously. However, the Panel has made informal recommendations regarding the provision of further guidance to permit applicants on these matters.

Following assessment, it is considered that the Panel's recommendations for a reduced heritage precinct and downgrading of Post-WWII and low intact dwellings is appropriate. However, the Panel's recommended reduction in precinct size is substantial and would leave many federation and interwar properties and streetscapes with identified heritage value unprotected. Further, the Panel's rationale for its chosen boundary - that Bracken Avenue Linear Reserve physically divides the east and west parts of the precinct – is questionable.

Accordingly, it is recommended that Council adopt a slightly larger heritage area than that recommended by Panel, although this new boundary represents an overall reduction when compared to the original, exhibited boundary. The new recommended boundary varies to the Panel preferred boundary by including intact streetscapes to the north of the precinct on both the east and west sides of Bracken Avenue. The amendment has been revised to align with the majority of Panel's recommendations and is recommended for Council adoption, with changes.

Should Council adopt the amendment, the next step in the process will be to submit the amendment to the Planning Minister for a final decision on the permanent Heritage Overlay.

Officer Recommendation**That Council:**

- (1) Considers the Amendment C191dare Panel Report (**Appendix A**), pursuant to section 27 of the *Planning and Environment Act 1987*.
 - (2) Adopts Amendment C191dare pursuant to section 29 of the *Planning and Environment Act 1987*, and in accordance with changes outlined in this report and shown within **Appendix B**.
 - (3) Authorises the Manager City Futures to make any further changes to the amendment documents where these are required for correctness, clarity or the like, including changes after approval of the Amendment by the Minister for Planning to ensure consistency with the approved planning provisions.
 - (4) Submits the adopted Amendment C191dare, together with the prescribed information, to the Minister for Planning for approval pursuant to section 31 of the *Planning and Environment Act 1987*.
 - (5) Advises the Minister for Planning that Council accepts the Panel's recommendations in part, for the reasons outlined in this report.
 - (6) Requests the Minister for Planning to prepare and approve an amendment to the Darebin Planning Scheme, pursuant to Section 20(4) of the *Planning and Environment Act 1987*, to immediately remove the interim heritage overlay from properties no longer within Council's adopted boundary relating to Amendment C191dare.
 - (7) Writes to all submitters to Amendment C191dare to advise them of Council's decision and thank them for their participation in the amendment process.
-

BACKGROUND / KEY INFORMATIONPermanent Heritage Overlay – Amendment C191dare

At its meeting of 26 April 2021, Council resolved to request authorisation from the Minister for Planning to prepare and exhibit Amendment C191, to introduce a Heritage Overlay (Thornbury Park Estate heritage precinct HO318) into the Darebin Planning Scheme. Council received authorisation with conditions on 11 June 2021.

Amendment C191 seeks to apply the Heritage Overlay to the Thornbury Park Estate Heritage Precinct, which is a large area of historic dwellings to the south of Miller Street, west of St Georges Road. The area developed as part of the 1911 Thornbury Park Estate subdivision and contains a high percentage of intact properties (approximately 70% of places contributory or significant), representing workers housing during the late Federation and Interwar periods.

The Thornbury Park Estate Precinct has been independently reviewed by external heritage consultants (RBA Architects + Conservation Consultants), who have recommended protection of the precinct due to its local heritage significance.

Consultation

The amendment was original exhibited from 5 August to 15 October 2021 for a period of 10 weeks. A total of 166 submissions were received during this period (of 1,052 properties affected). Of these 64 submissions were supportive of the proposal and 102 submissions were not supportive (of which 24 were proforma objections).

In considering these submissions at its Planning Committee on 13 December 2021, Council resolved to defer consideration of the proposal to allow for further engagement with the culturally and linguistically diverse communities of the local area. In line with Council's resolution further engagement was conducted as per Darebin's engagement policy.

Further engagement activities included:

- Two face-to-face drop-in sessions held outdoors in line with COVID-safe guidelines, one at Mayer Park on Thursday 24 February 2022 (4-6.30pm) and outside the Miller Street Local Centre on Saturday 26 February (10-12 midday) with 40 attendees at the drop-in sessions.
- Promotional flyers translated in the top 6 languages of the area and English, distributed to all residents in the Thornbury Park Estate.
- Targeted conversations with members of the local Italian and Greek Senior Citizen groups who live within or near Thornbury Park Estate to discuss the proposal and respond to any queries.
- An emphasis on the access and language needs of the CALD community was and continues to be considered, with access to interpreters and translations where requested.

The amendment was open to submissions for a period of 8 months in total. Seven (7) additional submissions were received during this second round of consultation, with an additional 4 submissions in support and 3 submissions against the proposal. To date, a total of 173 submissions have been received

The submissions opposing the amendment cited concerns with the potential impact heritage preservation may have on sustainability outcomes, disagreement with the heritage merits cited for individual properties and/or the precinct, a perceived conflict between flooding and heritage constraints, potential financial costs and impacts to individual land owners

Planning Panel

A Planning Panel hearing was held on 12 and 13 July 2022 where Council and a number of submitters - both for and against the Heritage Overlay - participated and made verbal submissions to the Panel.

Prior to the hearing and in accordance with Council's previous resolution, a report on ESD and heritage protection compatibility was commissioned from the development and sustainability firm Hip v Hype. The report was undertaken prior to the hearing and circulated to all parties.

The sustainability and heritage report considered dwellings in the context of Thornbury Park Estate and modelled two typical California Bungalow renovation designs to determine whether a 7 Star NatHERs rating and net-zero operational energy could be achieved under a Heritage Overlay. Their analysis demonstrated that this can be achieved while retaining significant heritage fabric. The Panel has agreed with the finding that sustainability and heritage are not mutually exclusive.

Interim Heritage Overlay – Amendments C197dare, C205dare and C207dare

At the same time as requesting authorisation to commence an amendment to apply the permanent Heritage Overlay, Council also sought the application of an interim Heritage Overlay (Amendment C197) to protect the precinct while the merits of permanent provisions were advertised and considered. The interim Heritage Overlay was applied to contributory and significant properties. Five properties with approved demolition permits were excluded.

On 17 September 2021 the Minister for Planning approved the application of the Heritage Overlay (HO318) (Thornbury Park Estate) on an interim basis until 29 April 2022. The interim HO was extended to allow further time to complete the amendment, with the interim Heritage Overlay now due to expire on 29 April 2023.

Previous Council Resolution

At its meeting held on 28 March 2022, Council resolved:

That Council having prepared and exhibited Amendment C191dare to the Darebin Planning Scheme under section 19 of the Planning and Environment Act 1987:

- 1) *Formally considers all written submissions received in response to Amendment C191dare to the Darebin Planning Scheme*
- 2) *Endorses the response to submissions as outlined in this report and attached at **Appendix A and Appendix H**, and recommended minor changes to the amendment, at Appendix B and C, which will form part of the basis of Council's submission to the independent Planning Panel.*
- 3) *Requests that the Minister for Planning appoints a Planning Panel under Part 8 of the Planning and Environment Act 1987 to consider submissions to Amendment C191dare, and that the Minister appoints a Panel that includes a member(s) with expertise and/or experience with environmentally sustainable design for residential development.*
- 4) *Requests advice from the Planning Panel on the best approach to evaluate planning applications for high performing sustainable homes in the context of a Heritage Overlay.*
- 5) *Refers all submissions to Amendment C191dare to the Panel to be appointed by the Minister for Planning for its independent consideration.*
- 6) *Requests the preparation of a report from a suitably qualified consultant, and asks them to seek feedback from Sustainability Victoria, CSIRO and the Green Building Council, on the design and adaptation of heritage listed residential buildings to achieve net zero emissions on a standalone basis for individual households using a whole of house approach without the need to buy off-sets, and good ESD ratings (7+ NatHER), and that the findings from this report be presented to the Planning Panel with recommendations on where heritage requirements can be adjusted.*
- 7) *Requests that the Minister for Planning prepares and approves Planning Scheme Amendment C207dare to extend the interim control HO318 to 29 April 2023 to ensure the heritage fabric is retained while the permanent provisions are being considered, pursuant to section 20A of the Planning and Environment Act 1987 (Appendix G).*
- 8) *Authorises the Manager City Futures to make minor alterations and corrections, where necessary, to Amendment C191dare and C207dare as required.*
- 9) *Writes to all submitters thanking them for their submissions and informing them of Council's decision to proceed to the Panel stage and how to participate in the Panel Hearing.*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 2: Prosperous, Liveable and Flourishing

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 2: Prosperous, Liveable and Flourishing

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

4.5 We will improve the sustainability, accessibility, and design of development on private land in our city

The protection of heritage supports the rich history, diversity of architecture and valued neighbourhood character which contributes to the sense of place.

DISCUSSION

Broadly, the Panel has found that the Heritage Overlay is well-founded, strategically justified and implements state planning policy and the objectives of the *Planning and Environment Act 1987* that requires councils to identify and protect heritage properties. It recommended that the Amendment should proceed for adoption with changes.

This section summarises the key issues addressed by the Panel, the Panel's findings and officers' responses and recommendations on each. It includes next steps in the amendment process. The full planning panel report is attached at **Appendix A** and a summary table of Panel recommendations and proposed changes to the amendment in response is attached at **Appendix C**.

Precinct boundary and contributory gradings

The precinct boundary is the key issue to be considered by Council in deciding on how to respond to the Panel's recommendations and whether to adopt the amendment.

Panel findings

The issue relates to whether the precinct boundary is appropriate and whether the area meets the threshold for heritage significance.

The Panel recommends that the precinct be reduced to exclude land to the west of Comas Grove and land to the east of Bracken Reserve, as per Figure 1 below. The Panel's justification for this alteration includes:

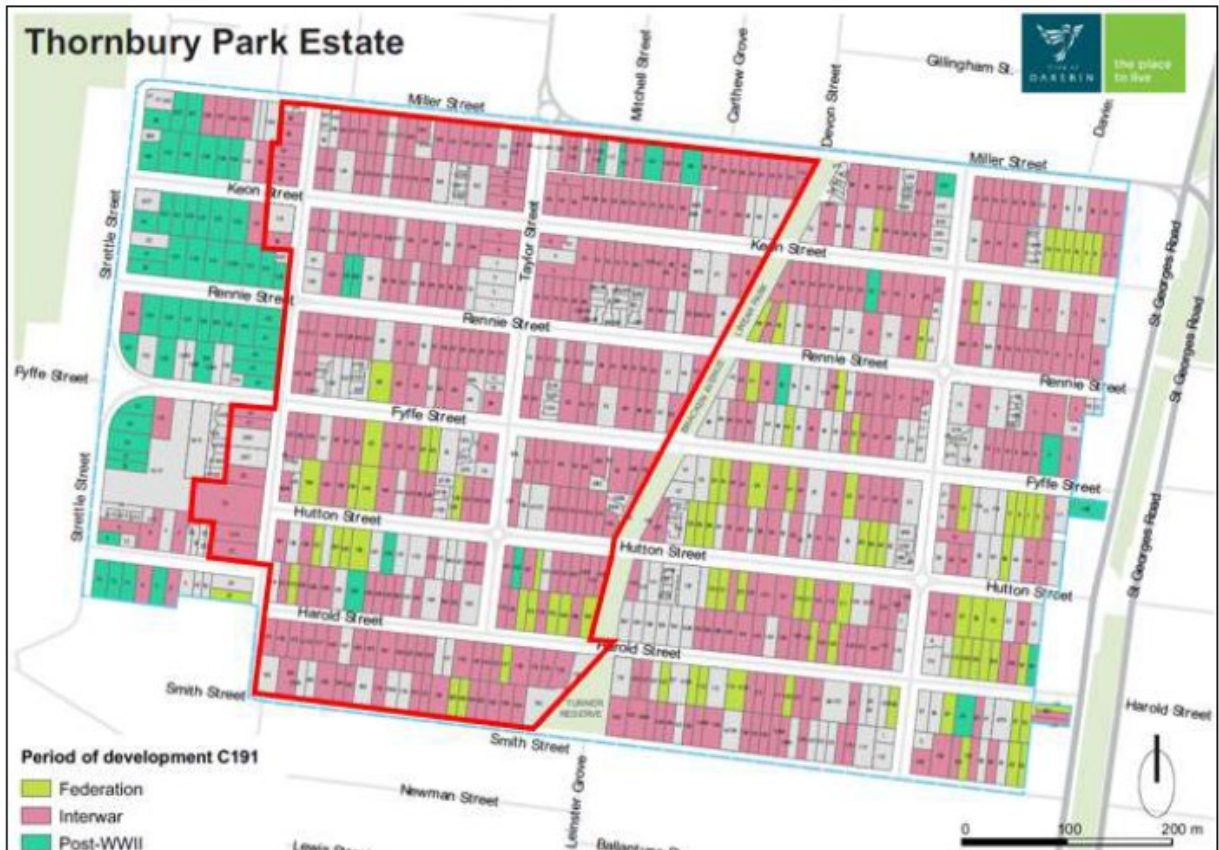
- The area west of Comas Grove has a limited connection to the rest of the precinct due to the generally different form and material of buildings, the concentration of post-war building stock and the slope of the land away to the west from Comas Grove.
- Post WWII dwellings do not contribute to the heritage value of the precinct and should therefore be removed. The heritage analysis did not identify other precincts that spanned three periods of construction. This means that the remaining Post WWII dwellings east of Comas Grove should be designated as non-contributory.
- The land to the east of Bracken Reserve contains a higher proportion of non-contributory buildings than land to the west. This restricts the ability for the area to be understood as one interrelated precinct and erodes its cohesiveness.
- Bracken Reserve acts as a physical and visual barrier between the two sides, which is further accentuated by the higher concentration of non-contributory dwellings.

In response to submissions, the Panel found that five properties in its preferred precinct should be downgraded from contributory to non-contributory because they are designated as having low intactness:

- 72 Keon Street, Thornbury

- 163 Hutton Street, Thornbury
- 185 Hutton Street, Thornbury
- 85 Fyffe Street, Thornbury
- 76 Rennie Street, Thornbury

Figure 1: Panel preferred version of Thornbury Park Estate Precinct (red solid line)



Consideration of panel findings

Post WWII dwellings

Post WWII dwellings were identified as contributory by Council’s expert heritage consultant. The RBA statement of significance for the precinct defines its representative significance as demonstrated by the many, varied, and good examples of house designs across late Federation, Interwar and Post WWII periods.

However, it is noted that the greater concentration of Post WWII dwellings is located west of Comas Grove and this area’s relationship to the broader precinct is potentially affected by topography, with land in this area dropping away quite steeply toward Merri Creek. If these are removed from the equation, there are relatively few remaining post WWII dwellings in the balance of the precinct.

Officer recommendation

Accept the excising of the properties generally west of Comas Grove from the exhibited heritage precinct and the statement of significance.

Accept that Post WWII properties in the balance of the precinct be downgraded to non-contributory as a result of excluding this era from the statement of significance.

Grading of properties with low intactness

Most of the properties identified as having low intactness within the proposed precinct are graded non-contributory. The downgrading of these five properties does not have a significant impact on the cohesion, or overall proportion of contributory heritage places, within the Panel's preferred precinct.

Officer recommendation

Accept Panel's recommendation to downgrade low-intact dwellings to non-contributory.

Precinct boundary – proportion of contributory properties

The Panel's recommendation to reduce the size of the precinct by such a significant extent is unexpected. Officers are not aware of recent Panel findings involving the same level of change to the boundary of a proposed heritage precinct. While it appears correct that the eastern side of Bracken Reserve contains slightly fewer contributory dwellings overall (63%), it also contains a high proportion of Federation era homes and three of the five (individually) significant dwellings in the precinct.

The Panel relies on the relatively lower proportion of contributory buildings as justification for the removal of this western side; however, there is no established threshold for the proportion of contributory vs. non-contributory buildings in a precinct. The originally proposed precinct (as exhibited) contains 69% contributory and significant properties; a ratio which Council's heritage consultants considered was sufficiently intact and consistent enough to justify designation as a heritage precinct.

Table 1: Originally proposed precinct (as exhibited)

Period	Original estate boundary
Contributory/Significant	69%
Non-contributory	31%
Total	100%

Importantly, while the eastern precinct shows a lower per centage of contributory dwellings (63%), this is not uniform throughout the area. The northern part of the eastern precinct including Rennie, Keon and Miller (south side) streets is significantly more intact than the balance of the eastern precinct.

Officer recommendation

Officers recommend that part of eastern portion of the exhibited precinct should be retained where a high level of intactness is demonstrated (See further analysis and Figure 2 below).

Precinct boundary - Bracken Avenue Linear Reserve

Bracken Avenue appears to dissect the precinct when viewed schematically, but site visits confirm that when experienced 'on the ground' it does not readily act as a visual barrier to interpreting the two sides as inter-related and coherent parts of the same precinct.

However, it is acknowledged that the intersection of Bracken Avenue with the Fyffe, Hutton and Harold Streets at the south of the eastern precinct, is characterised by clusters of non-contributory properties. Therefore a visual 'break' in intact heritage buildings may be more perceptible in the southernmost streets.

Officer recommendation

The southern part of the Panel excluded eastern precinct, comprising Fyffe, Hutton, Harold and Smith (north side) streets should be excised from the exhibited precinct due to the clusters of non-contributory buildings contributing to a visual break in the streetscapes.

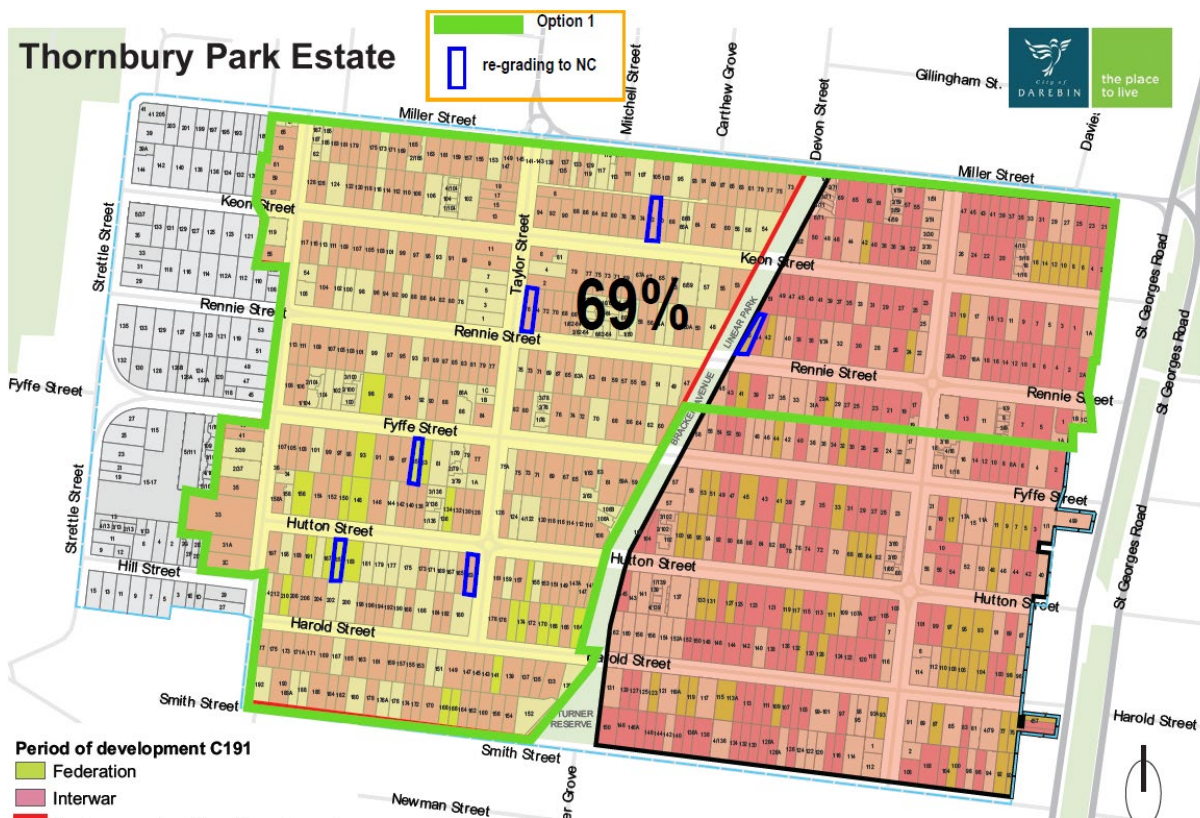
Changes to the precinct boundary in response

Option 1 – Officer revised precinct boundary (Recommended)

In accordance with the considerations outlined in this report, it is recommended that Council adopt the precinct extent shown in Figure 2. The precinct is bigger than the Panel preferred version, but smaller than the exhibited version. This recommendation has been made considering the community feedback, specialist heritage advice and the Panel’s findings.

The northern part of the Panel-excluded eastern precinct, inclusive of Miller St (south side), Keon St and Rennie St, demonstrates a high level of intactness and its inclusion within the heritage precinct maintains the same overall proportion of contributory properties by area at 69% as the panel’s preferred boundary.

Figure 2: Officer Revised Precinct Boundary - Option 1



As noted previously, the Panel findings overstate the effect of Bracken Avenue as disrupting the relationship between the east and west parts of the exhibited precinct. However, officers accept Panel's concerns about the visual breaks generated by the clustering of non-contributory properties around Bracken Avenue in the southern streets. The recommended option responds to this by excising the eastern sections of Fyffe, Hutton and Harold Streets from the precinct, and therefore the cohesiveness of the precinct is not undermined by these non-contributory groupings.

The Thornbury Park Estate Statement of Significance and C191dare planning scheme amendment documents (**Appendix B**), have been revised to reflect the recommended precinct boundary and the downgrading of Post-WWII and low intact dwellings to non-contributory.

The changes to the amendment also require related changes to the Thornbury Park Estate Precinct Heritage Study, which is a Background document referenced but not incorporated in the planning scheme. These changes will be made prior to submitting the amendment for approval.

Option 2: Panel's preferred boundary (Not Recommended)

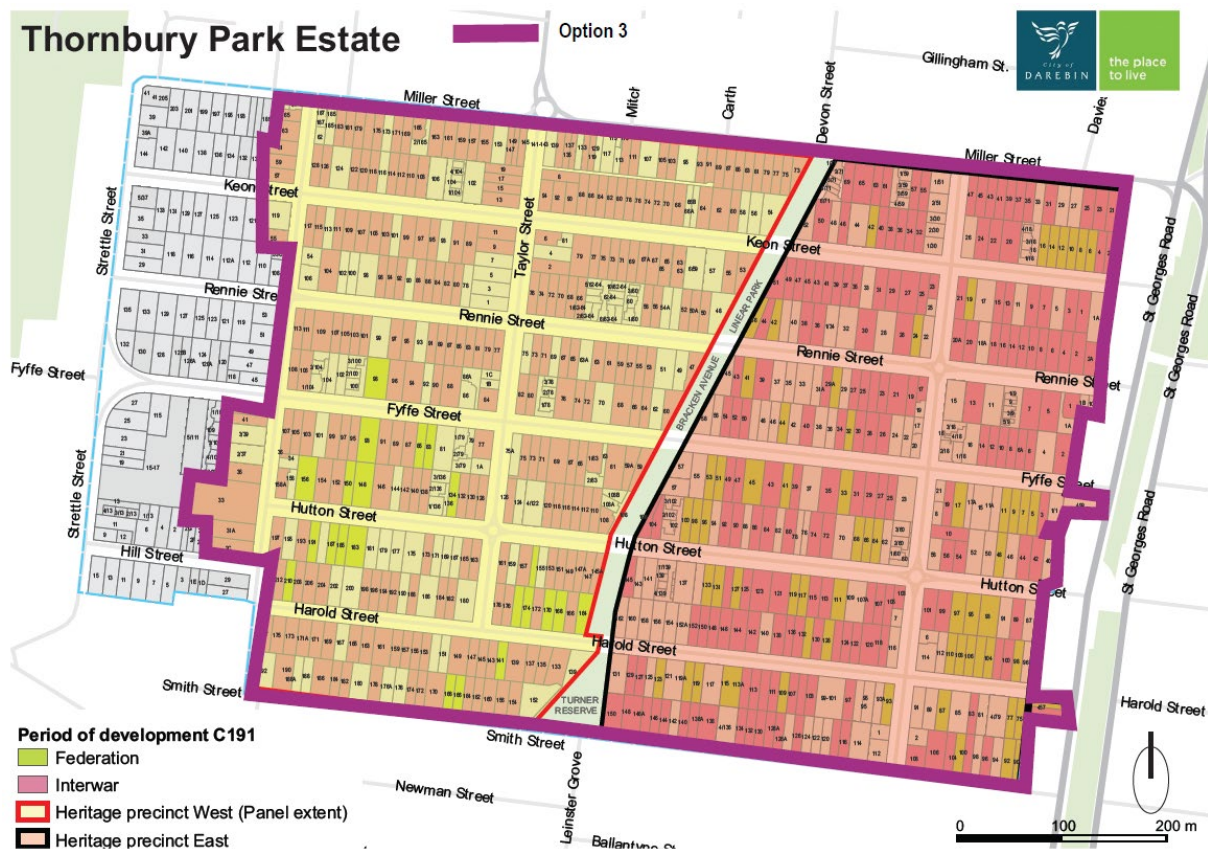
Council could adopt the Panel preferred precinct boundary (as per Figure 1 above).

However, this would significantly reduce the heritage protections for the precinct, particularly the northern streets that have a high intactness on both sides of bracken avenue. Over time, this would leave the eastern precinct vulnerable to demolition and erosion of intact heritage streetscapes.

Option 3: Original precinct excluding post-war houses (Not Recommended)

This option is to adopt the amendment with the inclusion of the eastern part of precinct as exhibited, however removing the area west of the Panel preferred precinct boundary and generally west Comas Grove. This is not recommended as with the post war properties removed, the precinct is only 66% intact, and there are other boundary options that consider Panel's concerns while retaining more heritage fabric.

Figure 3: Precinct Boundary - Option 3



Balancing ESD objectives and heritage protection

Panel findings

The Panel concluded that ESD outcomes are not relevant when assessing the heritage significance of a precinct and the application of the Heritage Overlay, but may be relevant during the assessment of planning permit applications.

The Panel noted its confidence that heritage and ESD can co-exist harmoniously but acknowledged the greater complexity created by the Heritage Overlay. There is a balance to be struck by Council in deciding on permit applications in relation to ESD and heritage considerations. The Panel acknowledged Council’s submission that Council is not obliged to strictly or blindly follow heritage policy at a permit stage and is entitled to determine the appropriate weight to be given to heritage matters.

To support Council’s decision making at permit stage, the Panel has made an informal recommendation that Council:

Consider preparing a report or study which provides guidance to applicants and decision makers when balancing heritage with issues such as environmentally sustainable design and overland flooding. This could consider matters such as:

- *How decision makers should balance the following that might impact the heritage fabric of a place:*
 - o *achieving environmentally sustainable design outcomes and thermal efficiency*

- *increasing the finished floor level of an existing building in an overland flow area*
- *addressing mould and its associated health impacts of existing buildings*

Consideration

The Panel's conclusion that ESD matters are not relevant when considering the heritage significance of a place is consistent with previous advice to Council. It also reflects industry practice in relation to the application of the Heritage Overlays, as established through previous panel decisions for other, similar amendments.

Officers will continue considering this informal recommendation on the most effective way to provide the guidance suggested by the Panel. Such guidance has relevance beyond the Thornbury Park Estate and would be applicable to heritage places across the entire municipality. Such a report/study and/or preparation of design guidelines would be require additional budget and will be considered in future strategic work programs through the annual budget cycle.

Officer recommendation

Given the Panel's overall support for Amendment C191, and the uncertainty experienced by residents resulting from an extended amendment process, it is recommended that Council proceed with adopting Amendment C191 and address the recommendation for design guidance as a separate action.

It is not recommended that the ESD Heritage report/design guidelines work be included in Amendment C191, as it should apply to heritage areas more broadly and would require additional budget. If incorporated into the amendment at this late stage, there is the potential need for re-exhibition of the amendment and a further panel hearing, increasing the period of uncertainty for affected landowners.

Other matters

Other matters addressed in the Panel report are included in the table below.

Issue	Panel findings	Consideration
Potential flooding risk and heritage significance	Not relevant when assessing the heritage significance of a place but may be relevant during the planning permit assessment process	Agreed. Should be addressed as part of the planning permit process, when sufficient detail for each individual place can be provided and local conditions considered.
Building condition and impact on heritage significance	As above	Agreed. A building conditions report by a qualified engineer is normally required to establish whether or not a building is structurally unsound.
Development opportunity, building alterations and	As above	Agreed. Acknowledge that Heritage Overlay introduces another layer of control.

Issue	Panel findings	Consideration
maintenance and heritage significance		
Property value and financial implications and heritage significance	As above. Acknowledge that there may be some impact on individuals who wish to redevelop but no evidence of impact on broader community.	Agreed.

Interim Heritage Overlay

Currently, all contributory and significant buildings within the original precinct are covered by an interim Heritage Overlay, which expires on 29 April 2023. This includes properties east of Bracken Reserve, which are recommended to be excluded by the Panel.

Should C191 is adopted and submitted for approval, officers will seek the removal of the interim HO from the area outside of Council's revised, adopted precinct. As additional attempt to fast track the removal of interim heritage overlay from some properties, it is proposed to request that the Minister undertake a fast-track Ministerial amendment to remove the interim heritage overlay from those properties outside of the boundary of its Council's preferred heritage area. This will give some property owners a chance to have the interim heritage overlay removed ahead of the decision on the substantive amendment, however this will be ultimately be the decision of the Minister for Planning.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

- The application of a heritage overlay is not deemed to sufficiently increase work load or planning applications to require additional resourcing. Finalisation of this amendment is included in this year's budget.
- If Council wishes to undertake further ESD and heritage guidance work, there is no funding allocated to undertake this work in the 2022/23 budget. It is possible that savings from other projects can cover this work later in the financial year. Officers recommend the matter be referred for consideration as part of the 2023-24 Council Plan Action Plan and budget.

Community Engagement

- Notice of Amendment C191 was given in accordance with section 19 of the *Planning and Environment Act 1987*. Further to these notice requirements, a range of additional notice and consultation activities were undertaken.

Engagement Activity	Dates	Number of participants/ people engaged	Demographic information
Promotional activity -Project website -Video -Letters/ factsheets	5 August 2021	52 phone enquiries 22 email enquiries	1,345 letters with accompanying fact sheet and other information were sent to owners and occupiers of properties within the precinct (1,052 properties)

Engagement Activity	Dates	Number of participants/people engaged	Demographic information
-Newspapers			
Online information	<p>Session 1 (28 August 2021)</p> <p>Session 2 (2 September 2021)</p>	<p>36 participants</p> <p>70 registrants</p>	<p>The majority of registrants indicated that they are Darebin residents.</p> <p>The 50-59 age range was most common among registrants, followed by the 40-49 age range.</p> <p>The most common gender identity among registrants was female, followed by male, noting that 21 registrants preferred not to disclose gender identity.</p> <p>Disability: Among registrants, 49 people did not identify as having a disability, 1 person did identify as having a disability and 20 people did not disclose this information.</p> <p>Speaking a language other than English: More than half (46) of registrants indicated that they do not speak a language other than English at home. 3 registrants stated they do speak a language other than English at home and 21 people did not disclose this information.</p> <p>Aboriginal and Torres Strait Islander: 50 of the 70 registrants did not identify as Aboriginal or Torres Strait Islander, while 1 did identify as Aboriginal or Torres Strait Islander and 19 did not disclose this information.</p>
Extended consultation with diverse communities	<p>Face to face outdoor pop up sessions on 24 and 26 February with onsite translators</p> <p>Targeted conversations with members of the local Italian and Greek Senior Citizen groups who live within or near Thornbury Park Estate to discuss proposal and respond to any queries.</p>	<p>The additional engagement included 92 participants including 45 from CALD community (of which 15 live in Thornbury and 5 within Thornbury Park Estate).</p>	<p>The additional engagement included 92 participants including 45 from CALD community (of which 15 live in Thornbury and 5 within Thornbury Park Estate). Of those spoken with who had properties within Thornbury Park Estate and did not make submissions, they were aware of the proposal but as their properties had "non-contributory" status and they were not planning on any future renovations did not feel the proposal detrimentally impacted them. Two new submissions were received from the CALD community, 1 supportive and 1 against. The main areas of objection related to having to seek Council approval for changes to their dwelling and citing examples of new development nearby and that only one side of their street having a heritage overlay possibly impacting on their property values.</p>
Submissions	173 submissions	68 submissions	Primarily land owners and residents within Thornbury Park Estate

Engagement Activity	Dates	Number of participants/ people engaged	Demographic information
		(39%) 105 submissions (60%) not supportive, 24 were proforma objections.	

Communications

Communications and engagement for the Amendment were guided by the Thornbury Park Estate Communications and Engagement Plan and Thornbury Park Estate Engagement Strategy.

Submitters to the Amendment will be advised both prior to and following Council’s upcoming decision. Submitters will have an opportunity to make a submission at the Planning Committee meeting.

Other Principles for consideration

Overarching Governance Principles and Supporting Principles

- (a) Council decisions are to be made and actions taken in accordance with the relevant law;

Public Transparency Principles

- (a) Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of this Act or any other Act;

Strategic Planning Principles

- (c) Strategic planning must take into account the resources needed for effective implementation;

Service Performance Principles

- (a) services should be provided in an equitable manner and be responsive to the diverse needs of the municipal community;

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

The proposed planning scheme amendment is expected to support positive environmental impacts by protecting places of historic significance and thereby supporting the reuse of existing building stock. The Panel has found that heritage and ESD can co-exist harmoniously.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

The engagement process was informed by equity and inclusion considerations. The protection of heritage places contributes to the recognition of the historical significance of places. This is an important part of inclusion and wellbeing for the community.

Economic Development and Cultural Considerations

The amendment is expected to have a positive social impact by providing protection for buildings identified as being of local heritage significance. The protection of heritage streetscapes and precincts contribute to an understanding of Melbourne's social and architectural history, for present and future generations.

The application of a Heritage Overlay may create additional costs for landowners/developers if they wish to develop their property in circumstances where there were previously no planning permit requirements.

Operational Impacts

The proposed application of a Heritage Overlay may increase the number of planning permit applications because the Heritage Overlay includes additional planning permit triggers. However, the proposed overlay will provide greater certainty and reduce ambiguity around the heritage significance of each property when assessing planning applications.

Legal and Risk Implications

Council is obligated to conserve places of cultural heritage value and failing to apply appropriate controls places a risk to the significance of the heritage precinct.

IMPLEMENTATION ACTIONS

- Submitters will be notified of Council's decision on adoption of the Amendment C1919dare
- Should Council adopt Amendment C191dare, the amendment will be submitted to the Minister for Planning for approval.

Attachments

- Darebin C191dare Panel Report Thornbury Park Heritage Estate (**Appendix A**)
- C191dare Amendment Documents (**Appendix B**)
- Panel Recommendations and Officer Responses (**Appendix C**)

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**Planning
Panels
Victoria**

**Darebin Planning Scheme Amendment C191dare
Thornbury Park Estate heritage precinct**

Panel Report

Planning and Environment Act 1987

31 August 2022



How will this report be used?

This is a brief description of how this report will be used for the benefit of people unfamiliar with the planning system. If you have concerns about a specific issue you should seek independent advice.

The planning authority must consider this report before deciding whether or not to adopt the Amendment.

[section 27(1) of the *Planning and Environment Act 1987* (the PE Act)]

For the Amendment to proceed, it must be adopted by the planning authority and then sent to the Minister for Planning for approval.

The planning authority is not obliged to follow the recommendations of the Panel, but it must give its reasons if it does not follow the recommendations. [section 31 (1) of the PE Act, and section 9 of the *Planning and Environment Regulations 2015*]

If approved by the Minister for Planning a formal change will be made to the planning scheme. Notice of approval of the Amendment will be published in the Government Gazette. [section 37 of the PE Act]

Planning and Environment Act 1987

Panel Report pursuant to section 25 of the PE Act

Darebin Planning Scheme Amendment C191daredare

31 August 2022

Sarah Raso, Chair



Jessica Tulloch, Member

Contents

	Page
1 Introduction.....	1
1.1 The Amendment.....	1
1.2 Background	2
1.3 Proposed post-exhibition changes	3
1.4 Interim controls	4
1.5 Procedural issues	4
1.6 Summary of issues raised in submissions	6
1.7 The Panel's approach	6
1.8 Limitations	7
2 Strategic justification.....	8
2.1 Planning context	8
2.2 Thornbury Park Estate Precinct Heritage Study	8
3 General issues.....	11
3.1 Environmentally sustainable design outcomes.....	11
3.2 Flooding	15
3.3 Building condition	17
3.4 Development opportunity, building alterations and maintenance	18
3.5 Property value and financial implications.....	19
4 Thornbury Park Estate Precinct.....	21
4.1 Precinct assessment	24
4.2 Precinct-wide issues	30
4.3 Individual properties	33
Appendix A Planning context.....	36
Appendix B Subject land	39
Appendix C Submitters to the Amendment	40
Appendix D Document list.....	43

List of Tables

	Page
Table 1 Amendment C191dare chronology events	2
Table 2 Procedural issues chronology of events.....	4
Table 3 Panel summary of specific change sought by property	34

List of Figures

	Page
Figure 1 Subject Land	1
Figure 2 Panel preferred version of Thornbury Park Estate Precinct (red solid line).....	29

Glossary and abbreviations

Council	Darebin City Council
DELWP	Department of Environment, Land, Water and Planning
ESD	Environmentally sustainable design
Heritage Study	Thornbury Park Estate Precinct – Report, Citation and Schedules (RBA Architects and Conservation Consultants, 2021)
HVH	Hip V Hype Pty Ltd
HVH Report	Sustainability and Heritage – Darebin City Council’ dated 3 June 2022
Incorporated Document	City of Darebin Heritage Study Incorporated Plan – Permit exemptions (2011, amended 2021)
PE Act	<i>Planning and Environment Act 1987</i>
Planning Practice Note 1	Planning Practice Note 1 – Applying the Heritage Overlay (August 2018)
Planning Scheme	Darebin Planning Scheme
Post-WWII	Post-World War II
SBO	Special Building Overlay
Statement of Significance	Thornbury Park Estate Precinct Statement of Significance, July 2021

Overview

Amendment summary	
The Amendment	Darebin Planning Scheme Amendment C191dare
Common name	Thornbury Park Estate Heritage Review
Brief description	Implement the recommendations of the Thornbury Park Estate Precinct – Report, Citation and Schedules (RBA Architects and Conservation Consultants, 2021) by applying a Heritage Overlay to the Thornbury Park Estate heritage precinct
Subject land	1,052 properties in Thornbury which together form the precinct referred to as the Thornbury Park Estate. See Figure 1 and Appendix B.
Planning Authority	Darebin City Council
Exhibition	5 August to 15 October 2021
Submissions	Number of Submissions: 179, including one petition (See Appendix C)
Panel process	
The Panel	Sarah Raso (Chair) and Jessica Tulloch
Directions Hearing	Tuesday 10 May 2022 and Wednesday 8 June 2022 (both by Videoconference)
Panel Hearing	Tuesday 12 July and Wednesday 13 July 2022 Hearing Room 1, Planning Panels Victoria, 1 Spring Street, Melbourne and by video conference
Site inspections	Accompanied (in part) Tuesday 24 May 2022 and unaccompanied on Tuesday 26 July 2022
Parties to the Hearing	<ul style="list-style-type: none"> - Darebin City Council represented by Darren Wong of Planology, who called expert evidence on heritage from Anthony Hemmingway of RBA Architects and Conservation Consultants - Catherine Maguire and Brett Elser (29, 54) - Stephen Joyce and Michelle Harvey (32) - Robin Harper and Andrew Warmington (40) - Stacia Goninon (87) - Paul Vascotto and Ana Rachman (98) - Frank Berra (103) - Stephen Carbone (162) - Edward Bucknell (167)
Citation	Darebin PSA C191dare [2022] PPV
Date of this report	31 August 2022

Executive summary

Darebin Planning Scheme Amendment C191dare (the Amendment) seeks to implement the recommendations of the *Thornbury Park Estate Precinct – Report, Citation and Schedules prepared by RBA Architects and Conservation Consultants, 2021* (Heritage Report). It does this by applying the Heritage Overlay to the area known as the Thornbury Park Estate Precinct.

The Amendment was exhibited from 5 August to 15 October 2021, and further consultation was undertaken in February 2022. The Amendment received 178 submissions.

Key issues raised in submissions related to the conflict between heritage conservation and environmentally sustainable design (ESD) and between addressing potential flooding and retaining heritage. Other general issues raised related to property value and financial implications, development opportunity, building alterations and maintenance and building condition. Issues specific to the heritage precincts and individual places, included objecting to the Heritage Overlay being applied to individual properties, heritage designation and the removal of land from the precinct.

Strategic justification

The Heritage Report has applied a sound methodology consistent with Planning Practice Note 1 – Applying the Heritage Overlay (August 2018) and is based on well researched assessments to reach its findings.

The Amendment:

- is supported by, and implements, the relevant sections of the Planning Policy Framework
- is consistent with the relevant Ministerial Directions and Practice Notes
- is well founded and strategically justified
- should proceed subject to addressing the more specific issues set out in this report.

General issues

Development opportunity, building alterations, maintenance, building condition, property value and private financial implications are not relevant when assessing heritage significance or when deciding whether to apply the Heritage Overlay.

ESD outcomes and potential flooding are not relevant when assessing the heritage significance of a precinct. Some of these matters may be relevant during the planning permit application process. The Heritage Overlay does not prohibit a type or form of development and a permit can be sought for any form of development with the Planning Scheme providing a broad range of policy guidance. Such policies will need to be balanced and weighed by the responsible authority when assessing an application for a planning permit. The Panel is confident that heritage and environmentally sustainable design can co-exist harmoniously.

Darebin City Council (Council) has sought advice from the Panel on the best approach to facilitate development of high performing sustainable homes in the context of the Heritage Overlay. The Panel makes an informal recommendation on this matter which is outlined below.

Thornbury Park Estate Precinct

The Thornbury Park Estate Precinct generally meets the threshold of local heritage significance to justify the Heritage Overlay (HO318). However, its size presents challenges, and the Panel is not persuaded the precinct reads as one intact and cohesive precinct. The Bracken Avenue Linear Park

serves as a physical and visual barrier where to the east is a higher number of non-contributory places compared to the remainder of the precinct. Equally, the area to the west of Comas Grove has limited connection to the precinct, due to both the sloping of the land and the presentation of the housing stock which differs significantly from the houses to the east of Comas Grove.

The precinct should be reduced in size to an area which is bound by Miller Street to the north, Bracken Avenue Linear Park to east, Smith Street to the south and Comas Street to the west with the inclusion of:

- the Church Manse and the properties surrounding it between Hill and Fyffe streets on the west side of Comas Grove
- the Interwar houses which sit to the west of Comas Grove between Miller and Rennie Streets.

This central part of the precinct is legible and cohesive, with a higher concentration of contributory and significant properties which interact together a single precinct.

The Post-World War II (Post-WWII) housing stock should be removed from the precinct. With the removal of the properties west of Comas Grove from the precinct, which are predominantly Post-WWII housing stock, very few Post-WWII homes remain. The remaining Post-WWII homes from the revised precinct should therefore be removed. The Post-WWII homes do not contribute to the heritage significance of the precinct.

Precinct-wide issues

Non-contributory properties should generally be included in a heritage precinct to ensure any future development on that land does not adversely impact the significance of the precinct.

It is not appropriate to limit properties in the Heritage Overlay to those which are designated significant.

Neighbourhood character is different from heritage, and a neighbourhood character planning control would not be a suitable alternative to the Heritage Overlay for protecting heritage.

While places do not have to be completely intact to be categorised contributory in the precinct, it is appropriate that properties which are not sufficiently intact be designated non-contributory.

Conclusion

The Panel concludes Darebin Planning Scheme Amendment C191dare:

- is supported by, and implements, the relevant sections of the Planning Policy Framework
- is consistent with the relevant Ministerial Directions and Practice Notes
- is well founded and strategically justified
- should proceed subject to addressing the more specific issues raised in submissions, as discussed in the following chapters.

Recommendations

Based on the reasons set out in this Report, the Panel recommends that Darebin Planning Scheme Amendment C191dare be adopted as exhibited subject to the following:

- 1. Amend the land to which Heritage Overlay HO318 applies to reflect the Panels' preferred precinct boundary as shown in Figure 2.**
- 2. Amend the Statement of Significance for HO318 (Thornbury Park Estate Precinct) as follows:**

- a) Update the Gradings Map Plan to reflect the Panels' preferred precinct boundary as shown in Figure 2.
 - b) Update the Gradings Map Plan to designate the following properties as non-contributory:
 - 119 Miller Street
 - 115 and 115A Miller Street
 - 107 Miller Street
 - 95 Miller Street
 - 100 Rennie Street
 - 102 Rennie Street
 - 179 Hutton Street
 - 159 Hutton Street
 - 200 Harold Street
 - 72 Keon Street
 - 163 Hutton Street
 - 185 Hutton Street
 - 85 Fyffe Street
 - 76 Rennie Street.
 - c) Update the Gradings Table to reflect the new precinct boundary and revised grading of properties.
 - d) Delete all references to "Post-WWII" in the 'What is significant?' section.
 - e) Update the 'Why it is significant?' section to reflect the Panel's recommendations.
3. Replace the Gradings Map Plan in Thornbury Park Estate City of Darebin Heritage Study Incorporated Plan – Permit Exemptions (2011, amended 2021) to reflect the new precinct boundary and revised grading of properties.

Further recommendations

The Panel informally recommends that Council:

- Consider preparing a report or study which provides guidance to applicants and decision makers when balancing heritage with issues such as environmentally sustainable design and overland flooding. This could consider matters such as:
 - How decision makers should balance the following that might impact the heritage fabric of a place:
 - achieving environmentally sustainable design outcomes and thermal efficiency
 - increasing the finished floor level of an existing building in an overland flow area
 - addressing mould and its associated health impacts of existing buildings.
- Case studies and examples of the kind of design alterations and reconstruction that might be appropriate in the Heritage Overlay if undertaken to improve for example, the thermal efficiency of a home, to achieve a higher environmental rating, to achieve a higher finished floor or to address health concerns such as mould.
- Consider the preparation of a new planning scheme amendment and/or Information Sheets that would implement the findings of the study or report.

- Revise the heritage citation in the Thornbury Park Estate Precinct – Report, Citation and Schedules (RBA Architects and Conservation Consultants, 2021) to reflect changes in this Report.
- Consider preparing an educational pamphlet for the community to help them understand how houses which are subject to the Heritage Overlay can be adapted.

1 Introduction

1.1 The Amendment

(i) Amendment description

Darebin Planning Scheme Amendment C191dare (the Amendment) proposes to implement the recommendations of the Thornbury Park Estate Precinct – Report, Citation and Schedules prepared by RBA Architects and Conservation Consultants, 2021 (Heritage Study) by applying the Heritage Overlay to the area known as the Thornbury Park Estate.

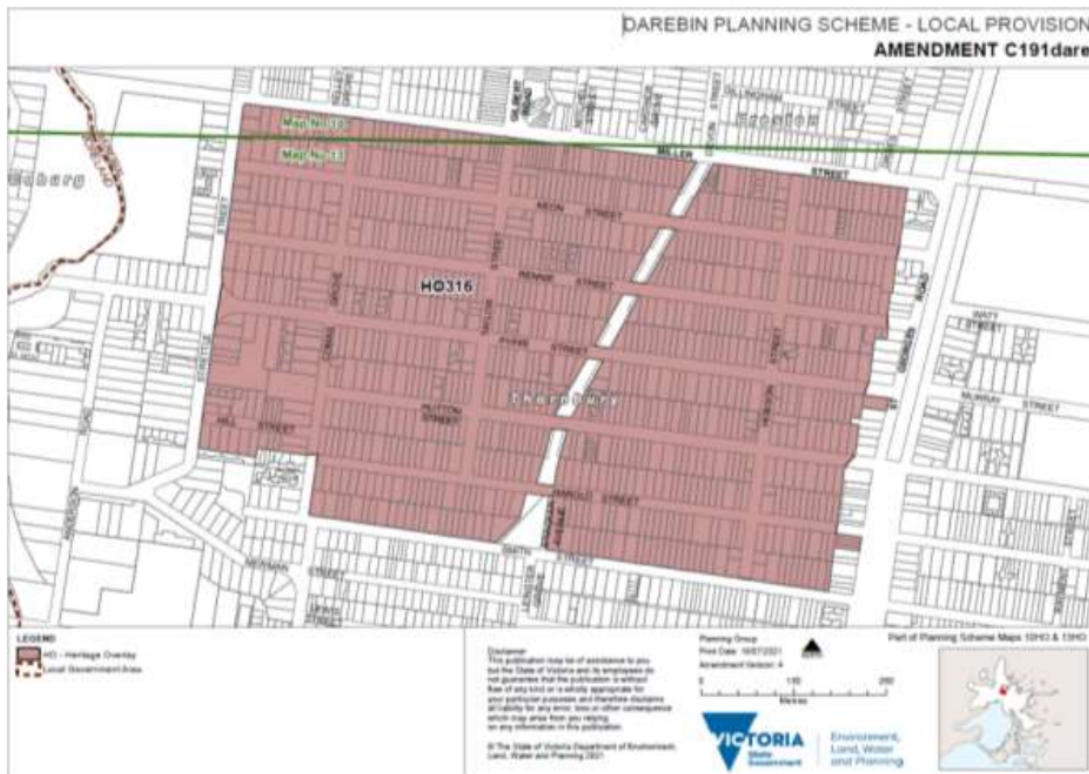
Specifically, the Amendment proposes to:

- apply the Heritage Overlay (HO318) to land in the Thornbury Park Estate Heritage Precinct
- incorporate the City of Darebin Heritage Study Incorporated Plan – Permit exemptions (2011, amended 2021) (Incorporated Document) and the Thornbury Park Estate Precinct Statement of Significance, July 2021 (Statement of Significance) through the schedule to Clause 72.04 (Documents Incorporated in this Planning Scheme)
- include the Heritage Study in the schedule to Clause 72.08 (Background documents).

The Incorporated Document is specific to Darebin and provides additional exemptions from the need for a permit to those that would ordinarily apply under the Heritage Overlay. Consistent with Clause 43.01-2, the Incorporated Document is confined to specifying permit exemptions.

The Amendment applies to land shown in Figure 1 and the properties listed in Appendix B.

Figure 1 Subject Land



1.2 Background

Council provided a detailed background to the Amendment in its Part A submission, including a chronology of events which the Panel has summarised in Table 1.

Table 1 Amendment C191dare chronology events

Date	Event
April 2012	Council commissioned John Briggs Architect and Conservation Consultant to undertake a heritage assessment of 33 Comas Grove, Thornbury (JBA Assessment)
2018	Council commissioned Context to undertake an initial heritage assessment of the building stock within the study area of Comas Grove, Fyffe Street, Hutton and Harold Streets, as well as those streets just beyond them
July 2019	Context undertook a more detailed heritage assessment (Thornbury Park Estate Precinct – Preliminary Heritage Assessment, Context 2019). It recommended: <ul style="list-style-type: none"> - the Comas Grove area (encompassing parts of Comas Grove, and Harold, Hutton, Fyffe, Rennie and Keon Streets) is likely to meet the threshold for inclusion within the Heritage Overlay - a significant grading for 33 Comas Grove, Thornbury - that Council request the Minister for Planning for an interim HO for the potential heritage precinct to allow further detailed heritage assessments to be undertaken
July 2019	Council resolved to protect the heritage values of 31-33 Comas Grove, Thornbury and to proceed with progressing permanent heritage controls for the Church Manse and surrounding area (known as Thornbury Park Estate)
August 2019	Council requested the Minister for Planning to apply an interim Heritage Overlay (Amendment C188) to Thornbury Park Estate
August 2019	Council commissioned RBA Architects and Conservation Consultants to undertake a detailed heritage assessment for a potential Thornbury Park Estate Precinct
March 2020	Minister for Planning (under delegation) refused Council's request to approve Amendment C188 for three reasons: <ul style="list-style-type: none"> - consent to demolish the Church Manse at 31-33 Comas Grove, Thornbury had been issued - a heritage study to support the Amendment had not been completed - Council had not yet resolved to proceed with the Amendment
July 2021	Heritage Report was issued
May 2020	Council deferred the Amendment
April 2021	Council resolved to: <ul style="list-style-type: none"> - request the Minister for Planning authorise the preparation and exhibition of the Amendment - exhibit the Amendment - seek community and stakeholder feedback

	<ul style="list-style-type: none"> - request the Minister for Planning prepare and approve the Amendment - authorise the Manager City Futures to make minor alterations and corrections, where necessary, to the Amendment
11 June 2021	<p>The Minister for Planning authorised Council to prepare the Amendment subject to two conditions:</p> <ul style="list-style-type: none"> - Revise the Statement of Significance as follows: <ul style="list-style-type: none"> - In “What is Significant”, group the elements that relate to Federation, Interwar and Post-WWII period dwellings under separate headings for each period. - Add another column to the table in the Statement of Significance noting the applicable period for each property. - Remove reference to 181 and 183 Smith Street, Thornbury from the table of properties. - Remove the Public Park and Recreation Zoned parkland from the HO maps. - Amend the HO315 [sic] (Thornbury Park Estate Precinct) entry to the Schedule to Clause 43.01 to: <ul style="list-style-type: none"> - Refer to the Statement of Significance as ‘Thornbury Park Estate Precinct Statement of Significance, April 2021’. - Remove ‘Listed statement of significance in the schedule to Clause 72.04.’ - Amend the schedule to Clause 72.04 to correctly reference title and date of statement of significance
July 2021	Council amended the Amendment and requested re-authorisation of the Amendment
5 August to 15 October 2021	Council exhibited the Amendment
December 2021	Council considered submissions to the exhibited Amendment and resolved to undertake further consultation
February 2022	Council undertook further consultation
29 March 2022	<p>Council considered submissions to the exhibited Amendment and resolved to request a Panel to consider unresolved issues in submissions.</p> <p>Council resolved to request the preparation of sustainability report to identify whether homes subject to the Heritage Overlay can achieve specific sustainable ratings. Specifically, whether the design and adaptation of heritage listed residential buildings can achieve net zero emissions on a standalone basis for individual households using a whole of house approach without the need to buy off-sets and achieve good ESD ratings (7+ NatHER). Council resolved that the findings from this report be presented to the Panel.</p>

1.3 Proposed post-exhibition changes

At its 29 March 2022 meeting, Council resolved to propose changes to the Amendment, including redesignating:

- 81 Harold Street from contributory to non-contributory
- 58 Hutton Street from contributory to non-contributory
- 70 Hutton Street from contributory to non-contributory
- 152 Smith Street from contributory to non-contributory
- 98 Rennie Street from contributory to non-contributory
- 135 Hutton Street from contributory to non-contributory
- 171A Harold Street from high intactness to medium intactness.

Council also resolved to update the Heritage Report and Statement of Significance to reflect these changes.

1.4 Interim controls

Although not before the Panel, the Thornbury Park Estate is subject to an interim Heritage Overlay. The control was introduced by Amendment C197dare.

At the request of the Department of Environment, Land, Water and Planning (DELWP), any properties with active planning or building permits or building consents not yet enacted or completed were removed from the interim Heritage Overlay even though these properties would be affected by the Amendment.

Council officers audited planning and building permits from the preceding six years to determine whether there were any current permits or approvals. 14 properties were identified and were removed from the interim Heritage Overlay by Amendment C205dare.

On 17 September 2021, the Minister for Planning approved:

- Amendment C197dare to apply an interim Heritage Overlay
- Amendment C205dare which removed the 14 properties with existing planning or building approvals from the interim Heritage Overlay.

The exemptions provided in the Incorporated Document do not apply to the interim Heritage Overlay.

On 22 April 2022, the interim Heritage Overlay was extended until 29 April 2023 (Amendment C207dare).

1.5 Procedural issues

All procedural issues are outline in Table 2.

Table 2 Procedural issues chronology of events

Date	Event
Sustainability and Heritage, City of Darebin, Report	
3 June 2022	The Sustainability and Heritage, City of Darebin report prepared by Hip V Hype Pty Ltd (HVH) and dated 3 June 2022 (HVH Report) was prepared and circulated to the Panel all parties.
Adjournment	
6 June 2022	Panel received two requests to adjourn the Hearing from Submitter 98 and Submitter 29. Submitter 98 sought an adjournment for two weeks on the basis that further

time was required to analyse and respond to the HVH Report and that inputs to the model relied on in the report should be shared.

Submitter 29 sought an adjournment for one week on the basis that further time was required read and consider the documents filed.

7 June 2022	<p>Council indicated it supported an adjournment of the Hearing for 1-2 weeks because Mr Hemmingway, its expert witness, was unwell. Several submitters also confirmed in writing they supported the adjournment requests.</p> <p>Panel confirmed in writing that it will adjourn the Hearing given Mr Hemmingway is unwell and will hold a Directions Hearing on 8 June to discuss any procedural matters and new Hearing dates.</p>
8 June 2022	<p>Directions Hearing:</p> <ul style="list-style-type: none"> - the Panel adjourned the Hearing to Tuesday 12 July and Wednesday 13 July - Council indicated it would provide the Panel and all parties with the inputs to the model relied on and referred to in the HVH Report - Submitter 98 asked the Council to enquire whether it could also provide: <ul style="list-style-type: none"> - a scaled plan from the model which includes a schedule of window types, head height measurements for windows and floor to ceiling heights - the whole of house report from the model. - Council indicated it would seek instructions on this and provide a response to the Panel and all parties.
14 June 2022	<p>Council circulated to the Panel and all parties the model inputs, dimensioned plans and the inputs used for the whole of house report.</p>
19 June 2022	<p>Submitter 98 circulated to the Panel and all parties some additional questions and requests in relation to the material filed by the Council on 14 June. In particular, Submitter 98 noted the scaled plans do not include a schedule of window types, head height measurements for windows and floor to ceiling heights.</p>
22 June 2022	<p>The Panel indicated in writing that while the scaled plans provided by the Council do not include the level of detail sought by Submitter 98, the Panel will not be making any further directions and any further issues can be raised at the start of the Hearing.</p>
26 June 2022	<p>Submitter 98 wrote to the Panel and all parties again indicating the Council's material provided on 14 June lacked several inputs from the model referred to in the HVH Report which should be released.</p>
29 June 2022	<p>Council wrote to the Panel and all parties and provided a memo from HVH which responds to the matters raised by Submitter 98.</p> <p>No further correspondence in relation to this matter was received, and no party wished to comment on this further at the commencement of the Hearing.</p>
Clerical Error	
19 April 2022	<p>The Panel sent a letter by email to submitters advising that Council had referred the matter to an independent Panel.</p>
20 July 2022	<p>Due to a clerical error, Planning Panels Victoria realised the letter of 19 April 2022 was not sent to a small group of submitters who had only provided a postal address.</p>

	As a result, by letter dated 20 July 2022 the Panel allowed these submitters an opportunity to request to be heard before the Panel Chair at a reconvened Hearing, or to make a further written submission to the Panel in writing.
16 August 2022	No submitter sought to make a submission at a reconvened Hearing, however Submitter 124 sought to make a further written submission. The Panel gave Submitter 124 an opportunity to file a submission with Planning Panels Victoria.
18 August 2022	The Panel determined to allow the Council an opportunity to consider whether a further response is required to Submitter 124's further submission, or whether its existing submissions cover the issues raised. The Panel updated all parties on this procedural issue and confirmed that all parties will be provided with a copy of the further written submission from Submitter 124 and any further response from the Council but indicated the parties would not be invited to respond or provide a written response.
23 August 2022	Submitter 124 provided further written submission.

1.6 Summary of issues raised in submissions

Council received 178 submissions, of which 110 objected and 68 supported the Amendment. The Panel notes that Submission 48 was withdrawn (Appendix C).

Building condition, development opportunity, building alterations, maintenance, property value and financial implications were issues raised in multiple submissions.

Submissions raised precinct-wide issues including property categories and assessments (such as contributory and non-contributory), precinct cohesiveness and whether some properties or streets should be removed from the proposed precinct.

There were property owners who objected to the Heritage Overlay being applied to their property because they considered their property was not significant enough, was too altered and no longer presented in its original form. Other submitters strongly supported the application of the Heritage Overlay to the precinct.

Submissions also raised issues in relation to the conflict between heritage conservation and environmentally sustainable design (ESD) and between addressing potential flooding and retaining heritage.

1.7 The Panel's approach

The Panel has assessed the Amendment against the principles of net community benefit and sustainable development, as set out in Clause 71.02-3 (Integrated decision making) of the Planning Scheme.

The Panel considered all written submissions made in response to the exhibition of the Amendment, observations from site visits, and submissions, evidence and other material presented to it during the Hearing. It has reviewed a large volume of material and has had to be selective in referring to the more relevant or determinative material in the Report. All submissions and materials have been considered by the Panel in reaching its conclusions, regardless of whether they are specifically mentioned in the Report.

This Report deals with the issues under the following headings:

- Strategic justification
- General issues
- Thornbury Park Estate Precinct.

1.8 Limitations

There were submissions which queried whether the Heritage Overlay could be applied to properties in and outside the Thornbury Park Estate which did not form part of the Heritage Study. These areas included west of St Georges Road, the area between Smith Street and Normanby Street and houses on Newman Street between Strettle Street and Comas Grove.

The Panel has not considered these properties because:

- they are not supported with the same assessment rigour given to properties which formed part of the Heritage Study and exhibited through the Amendment
- Council is best placed to decide whether these properties should be investigated through the appropriate process
- potentially affected property owners and tenants were not provided with natural justice through an opportunity to review the proposal or to make a submission.

2 Strategic justification

2.1 Planning context

The Explanatory Report and Council's submission identify the following as being relevant to the Amendment:

- planning objectives at PE Act section 4(1)(d)
- Planning Scheme policy clauses 15.01-5S, 15.03-1S, 21.10 and 22.01
- Plan Melbourne Outcome 4, Direction 4.4 and Policies 4.4.1 and 4.4.4
- Heritage Overlay
- Ministerial Directions 7(5)1, 9, 11 and 15 and Planning Practice Note 1.

Appendix A provides further details.

Clause 71.02-3 (Integrated decision making) provides guidance on balancing planning objectives, stating:

Victorians have various needs and expectations such as land for settlement, protection of the environment, economic wellbeing, various social needs, proper management of resources and infrastructure. Planning aims to meet these needs and expectations by addressing aspects of economic, environmental and social wellbeing affected by land use and development.

The Planning Policy Framework operates together with the remainder of the scheme to deliver integrated decision making. Planning and responsible authorities should endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations.

2.2 Thornbury Park Estate Precinct Heritage Study

The Heritage Study was undertaken by RBA Architects and Conservation Consultants. The final report was completed in July 2021.

Council commissioned the work in 2019 which followed the previous studies undertaken by John Briggs Architect and Conservation Consultant in 2012 and Context (2018 and 2019). Refer to Chapter 1.2 for more details.

The methodology for the Heritage Study was guided by the processes and criteria outlined in the Burra Charter, 2013¹. The key tasks included:

- site inspections
- historical research and analysis of the extant fabric in relation to documentary evidence
- preparation of a physical description
- assessment of the significance of the places based on the research and the extant fabric
- preparation of a citation (statement of significance, history and description), with reference to the relevant HERCON criteria

¹ The Australia International Council on Monuments and Sites (ICOMOS) Charter for Places of Cultural Significance

The Statement of Significance designated each property in the Thornbury Park Heritage Precinct using the definitions established in the *City of Darebin Heritage Study Incorporated Plan – Permit Exemptions*:

Significant: a single heritage place that has cultural heritage significance which may be independent of its context. These places also contribute to the significance of a heritage. Significant places within a heritage precinct will not usually have a separate Statement of Significance.

Contributory: a place that contributes to the significance of a heritage precinct, but would not be significant on their own.

Non-Contributory/Not Significant: are places which do not contribute to the significance of a heritage precinct. In some instances, a Significant place may be considered non-contributory or not significant within a precinct. For example, an important Modernist house within a Victorian precinct.

(i) Evidence and submissions

Council submitted the Amendment is required to protect the Thornbury Park Estate which has been identified in the Heritage Study as worthy of protection under the Heritage Overlay.

Council submitted the Amendment is supported by the Heritage Study and the evidence of Mr Hemmingway, and that both “*provide a reliable and persuasive basis for the controls*”. Council said the Heritage Overlay is the appropriate planning tool to protect heritage values given it requires a permit to be granted for building and works, including demolition.

Many submitters supported the Amendment and its strategic basis. Submitter 40 (Robin Harper) said:

There is relatively little of this part of Darebin protected by the heritage overlay and we consider that the assessment of the Thornbury Park Estate is well considered. The protection of this estate from further erosion of heritage character will ensure that the layers of development of this part of Thornbury are retained for future generations to appreciate, observe and understand.

No submitter considered the Amendment should not progress because it was not strategically justified.

(ii) Discussion

Section 4(1) of the PE Act seeks to conserve buildings, areas and places of interest and to balance the present and future interests of all Victorians. This is reflected through Plan Melbourne and in State and Local planning policies. These policies require Council to identify, protect, enhance and promote local heritage and the Amendment is supported by and implements these policy directions.

The Panel considers:

- the approach taken in the Heritage Study is sound, is based on appropriate methodology and research, and provides a solid base for strategically justifying the Amendment
- the Amendment appropriately considers the needs of present and future interests of all Victorians by introducing planning provisions that ensure local cultural heritage values are considered when assessing a planning permit application
- the Heritage Overlay is the appropriate planning tool to protect the heritage precinct and individual places.

The methodology used to identify and assess properties within the precinct is typical and consistent with the processes and criteria outlined in the Burra Charter (2013). The Panel finds the grading of properties as Significant, Contributory and Non-Contributory and the form of the

Statement of Significance is consistent with *Planning Practice Note 1 – Applying the Heritage Overlay (August 2018)*.

(iii) Conclusions

For the reasons set out in the following chapters, the Panel concludes that the Amendment:

- is supported by, and implements, the relevant sections of the Planning Policy Framework
- is consistent with the relevant Ministerial Directions and Practice Notes
- is well founded and strategically justified
- should proceed subject to addressing the more specific issues raised in submissions, as discussed in the following chapters.

3 General issues

3.1 Environmentally sustainable design outcomes

(i) The issue

The issue is whether ESD outcomes are relevant when assessing the heritage significance of a precinct. Council invited the Panel to consider how it might approach the assessment of high performing sustainable homes in the context of the Heritage Overlay.

(ii) Evidence and submissions

The ability to achieve an ESD outcome was a significant issue for many submitters. Submissions considered the Heritage Overlay would restrict the ability to alter a house to achieve a modern living standard, achieve energy efficiency, address existing design problems or meet owner needs. This included the ability to alter a house to achieve a 9-star NatHERS rating and to build a new home which can achieve 9 stars.

Submitter 98 presented the Panel with a detailed submission on this issue. Among many other points, it was submitted:

- the Panel should consider a blended heritage and ESD approach to allow for the conservation of heritage properties whilst also recognising that heritage should be mutually exclusive to achieving high ESD outcomes
- the Heritage Overlay should explicitly address ESD principles.

Submitter 29 referred the Panel to renovations of interwar period homes, submitting renovations:

- typically involve the home being stripped back to the timber frame which will remove most of its embodied energy
- don't necessarily generate any less waste than a full demolition and re-build.

Submitter 29 also made submissions in relation to her family's intentions to build a PassivHaus home, (an ultra-energy efficient home that regulates its own temperate and humidity) which will no longer be realised if the Heritage Overlay is approved.

In response to submissions, Council engaged HVH to undertake a case study and investigate whether the introduction of the Heritage Overlay would likely impact the ability to achieve a 7-star NatHERS rating and a net zero emissions outcome. HVH prepared the HVH Report.

The HVH Report summarised its findings as follows:

The analysis within this report has demonstrated addressing the impacts of climate change and producing high performing homes that are within a heritage overlay is achievable when renovating the property.

Within the context of the proposed Thornbury Estate Heritage Precinct, two typical Californian Bungalow designs were thermally modelled both pre and post a hypothetical renovation (one minor and one major). The aim was to determine whether a 7 Star NatHERS rating and a net-zero operational energy could be achieved while being consistent with the heritage significance of the local area.

Through careful design in regards to orientation, choice of technology and retention of key façade features, environmental and heritage outcomes can be achieved through:

1. Improving the building's thermal envelope - through reducing penetrations, significantly increasing insulation, and improving the thermal performance of glazing;
2. Removing all natural gas appliances- and replacing them with highly efficient electrified alternatives - such as heat pump hot water systems, induction cooktops and reverse cycle air conditioning;
3. Installing onsite solar PV - to reduce the consumption of electricity from the grid; and
4. Purchasing 100% GreenPower - for any residual electricity consumed from the grid.

Council submitted the HVH Report:

- provides a reliable basis that the introduction of the Heritage Overlay will not frustrate or prevent the achievement of environmentally sustainable homes and more specifically achieving a 7-star rating and a net zero emissions outcome
- shows how a 7-star rating and zero carbon can be achieved.

Submitter 98 submitted the modelling undertaken by HVH contains many errors and as a result it ought to be given little weight. Submitter 98 was able to model the same scenarios as HVH to demonstrate his position. It was also submitted the HVH Report should have modelled actual houses from the Precinct rather than fictitious scenarios.

In response Council submitted:

- the HVH Report is sound, well-reasoned and has adopted appropriate benchmarks having regard to the 'purpose' of the work
- HVH were not asked to undertake a NatHERS Star rating of individual properties but were asked to undertake an assessment based on a typical house in the precinct
- this approach is entirely appropriate and fit for purpose for the type of decision that is before the Panel – the Amendment is looking to apply the Heritage Overlay to a precinct and it is appropriate to look at the effects of that overlay to the precinct and not an individual property.

Submitter 98 submitted that a blended approach to heritage and ESD should be considered.

Submitter 98 made suggestions which could incorporate:

- allowing the removal and replacement of heritage windows (which might also include leadlight windows) whilst maintaining the original dimensions of windows
- allowing for the replaced heritage windows to be awnings or casements because this type of window has a greater openability than double-hung heritage windows resulting in better cross ventilation
- allowing for the replacement of front doors with thermally efficient well sealed doors (of the same size and dimension as the original door)
- allowing the reconstruction of facades to facilitate thermal envelope upgrades
- considering whether a sympathetic extension might be visible if required to capture passive solar heating.

Whilst Council demonstrated a willingness to consider the interaction of ESD considerations and heritage outcomes, it submitted that strictly speaking, the consideration of ESD implications is not a matter for the Panel when considering the introduction of the Heritage Overlay. It submitted ESD considerations can be considered through the permit application process. Council submitted:

The new controls will require a planning permit to demolish, alter a building and construct or carry out buildings and works.

Within the HO, a very common form of planning application is for the partial demolition of a dwelling and the construction works to build an extension. Council, in its capacity as the responsible authority under the Act, will be required to assess such an application.

Clause 43.01-8 sets out an extensive list of decision guidelines which in part state:

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The Municipal Planning Strategy and the Planning Policy Framework.

Importantly, this decision guideline calls up consideration of clause 21.02 which expressly requires consideration of ESD. For example, the Overview states in part:

- Darebin City Council is committed to environmental sustainability and actively encourages sustainably-designed buildings that reduce energy consumption and water use, encourage recycling and sustainable transport and that use recycled and sustainable materials.

And Objective 3 states:

- To promote and facilitate development that incorporates best practice environmentally sustainable design and promotes sustainable living and business practices.

And strategies include:

- Encourage the adaptive reuse of buildings to reduce the amount of waste going to landfill.
- Encourage the design of new and retrofitted buildings and public spaces to incorporate high standards of energy efficient design, water sensitive urban design, sustainable transportation, waste reduction and protection of biodiversity.

In conclusion, Council submitted:

- when deciding an application under the Heritage Overlay, the Planning Scheme will require Council to consider these policies, together with other relevant matters such as those arising under the Heritage Overlay
- the Planning Scheme provides an appropriate policy framework for heritage and ESD considerations to be balanced at the permit application stage
- ESD is an important issue but is not an issue that this Amendment can or needs to resolve.

(iii) Discussion

Council's declaration of a climate emergency in 2016 demonstrates its support for measures which address climate change and minimise the carbon footprint within the municipality. The HVH Report was useful in demonstrating that it is possible to address the impacts of climate change and produce high performing homes that are within the Heritage Overlay. These homes may not be as environmentally efficient as a new build, but nonetheless, can achieve a high ESD outcome.

The Panel has not considered in any detail the inaccuracies in the HVH modelling that Submitter 98 alleges. The Panel in this case is not placing any reliance on the modelling undertaken in its final recommendation.

The Panel agrees with Council that heritage protection and environmental sustainability are not mutually exclusive, and how a development proposal responds to a range of policy considerations is best dealt with through the planning permit application process.

However, the Panel appreciates the strong community position with respect to ESD considerations, and in particular, the position adopted by Submitter 98 in suggesting that a blended approach to heritage and ESD is worthy of consideration. While the Panel is not able to

make a recommendation in relation to this issue, Council should consider, in consultation with the State Government, how this might one day be achieved.

Council, at the permit application stage, should consider the importance of ESD when assessing permit applications within the Heritage Overlay and balance any competing policy. As Council noted, when assessing a standard planning application Council, in its capacity as the responsible authority, it will need to consider:

- the purposes of the Heritage Overlay
- the decision guidelines at Clause 43.01-8 which include:
 - The Municipal Planning Strategy and the Planning Policy Framework.
 - Whether the demolition, removal or external alteration will adversely affect the significance of the heritage place.
 - Whether the proposed works will adversely affect the significance, character or appearance of the heritage place.
 - Whether the location, style, size, colour and materials of the proposed solar energy system will adversely affect the significance, character or appearance of the heritage place.
- Clause 15.03-1S (Heritage conservation)
- Clause 15.01-2S (Building design)
- Clause 21.02-3 (Built Environment)
- Clause 22.02-4 (Heritage).

These clauses require a consideration of sustainability and provide flexibility and guidance when assessing an application under the Heritage Overlay for a decision maker to have regard, and give effect, to (in appropriate circumstances) the various range of clear and strong sustainability policies in the Planning Scheme. These policies will need to be balanced and weighed by the responsible authority when assessing an application for a planning permit.

In this regard, Council should have real regard to the new purpose in the Planning Scheme "*To support responses to climate change*" and place robust weight on policies and outcomes that would achieve this purpose.

Council appropriately drew the Panel's attention to the importance of decision making in this regard and submitted:

Further, Council emphasises that a decision maker's obligation to 'consider' heritage policy does not mean that it must be strictly or blindly followed, even in general terms. In appropriate circumstances, a decision maker is entitled to turn its mind to the matters raised by heritage policy and determine that no or limited weight should be given to it in a particular case.

...

The advice from the responsible authority is that this balancing exercise has been undertaken to achieve acceptable outcomes. This is not to say that some changes to proposals are required from time to time. However, changes to a proposal are part and parcel of the permit application process when a responsible authority negotiates with permit applicants to achieve acceptable planning outcomes.

The HO does not prohibit any form of development, including the demolition of significant heritage fabric. A permit can be sought for any form of development under the HO and the Scheme then

provides a broad range of policy to guide individual decisions. There are numerous examples where other policy through the balancing exercise has outweighed heritage policy.²

The decision maker's balancing exercise must factor in the global need to address climate change and give appropriate weight to ESD when assessing the built form implications this might have on heritage fabric. For example, Submitter 98's suggestions with respect to design and reconstruction suggestions should be carefully considered and not automatically discounted by the decision maker in favour of a strict approach to heritage policy. Surely, a balance can be reached between protecting heritage fabric, and allowing the community to update homes so that they are sustainable and environmentally friendly.

The Panel is confident that heritage and ESD can co-exist harmoniously however is cognisant that achieving an environmentally sustainable home is more involved for a heritage home than it is for a home which is not subject to the Heritage Overlay. The Heritage Overlay enables buildings and works to occur, albeit with a planning permit, and importantly, no property was nominated for internal controls. This means that considerable changes can be made to homes which are subject to the Heritage Overlay when, generally, those changes are not visible from the public realm. For example, modern, environmentally sustainable rear extensions could be permissible.

(iv) Conclusion

The Panel concludes environmentally sustainable design outcomes are not relevant when assessing the heritage significance of a precinct but may be relevant during the planning permit assessment process.

3.2 Flooding

(i) The issue

The issue is whether potential flooding is relevant when assessing the heritage significance of a precinct.

(ii) Evidence and submissions

Many residents submitted that the Heritage Overlay should not be applied to land with the Special Building Overlay (SBO).

Submitter 103 submitted:

- a balance should be struck between the need to manage the requirements under the SBO, in particular, the need to raise building levels, and the preservation of heritage buildings
- the two authorities required to consider a permit application under the Heritage Overlay and the SBO (being the responsible authority and the floodplain manager) may not be able to balance the competing interests resulting in a lengthy and potentially expensive debate.

Submitter 29 submitted that Council should be encouraging owners to rise the floor levels of their homes and not make this task more difficult and questioned how Council proposes to protect homes from future flood events.

² See for example *1045 Burke Rd Pty Ltd v Boroondara CC & Ors* [2013] VCAT 1108 and *The University of Melbourne v Minister for Planning* (includes Summary) (Red Dot) [2011] VCAT 469

Submitters 29 and the owner of 68 Keon Street provided evidence of damage to their property from previous flood events. During the site inspection, the owner of 68 Keon Street indicated on his property the water level of a previous flood event. He pointed out the required finished floor level of the recently constructed dwellings at 66A and 66B Keon Street by way of comparison to the existing floor level of his property at 68 Keon Street. Submitter 29 submitted that the Heritage Overlay would limit the ability for homeowners to mitigate against the health impacts from mould.

Council submitted:

- the Heritage Overlay should be applied to land with an existing SBO
- if land has the requisite degree of significance, then the Heritage Overlay should be applied
- the balancing of heritage considerations and flood risk should be undertaken at the permit application stage when the decision maker will have the benefit of a particular proposal to make informed judgements when weighing any competing objectives.

The Council referred to the Panel Report for Amendment C161 to the Port Phillip Planning Scheme to demonstrate the interplay between the Heritage Overlay and the SBO. One issue which the Panel discussed was whether concerns about flood management are relevant to a decision to apply the Heritage Overlay. The Panel Report states:

The Panel is aware of the significant flooding issues (including flash flooding) that affect properties within the Elster Creek (Elwood) catchment. It is expected that the new Flood Management Plan will go some way to addressing these issues more systemically than on an individual property basis.

Notwithstanding, in the Panel's opinion, the values of the property that would justify the application of any individual overlay should be considered with a primary focus to the purpose of that overlay itself. In this instance, Council is correct that these purposes seek to protect and preserve heritage assets.

The Panel accepts the heritage analysis undertaken in both the PPHR Update and subsequently by Ms Schmeder, that these semi-attached dwellings have multiple elements of heritage significance justifying the application of an individual heritage overlay to these properties.

It is not unusual for multiple overlay controls to apply to a single property and for a decision maker to need to reconcile policy, the purpose of the controls and decision guidelines when an integrated permit application is evaluated. The Panel has experience with properties in both the Heritage Overlay and Special Building Overlay and is aware that there may be various design and engineering techniques that can potentially satisfy both.

There is also an opportunity under the provisions of the Heritage Overlay to carry out rectification works to enhance or repair damage, albeit this is likely to require relevant assessments to be provided to ensure key heritage fabric is suitably protected.

(iii) Discussion

The issue is whether the heritage significance of the precinct justifies the application of the Heritage Overlay and not whether heritage considerations ought to be balanced against the requirements of the SBO. The Victoria Planning Provisions enables the ability to layer considerations through multiple overlays through an integrated decision making framework. This exercise will be undertaken at the permit application stage.

It is not unusual for multiple overlay controls to apply to a single property and for the decision maker to be tasked with the job of reconciling competing policy and decision guidelines. Indeed, Mr Hemmingway indicated that there may be various design and engineering techniques that could satisfy both.

(iv) Conclusion

The Panel concludes potential flooding is not relevant when assessing the heritage significance of a precinct but may be relevant during the planning permit assessment process.

3.3 Building condition**(i) The issue**

The issue whether building condition is relevant when assessing the heritage significance of a precinct or whether an individual property should be given a significant or contributory grading.

(ii) Evidence and submissions

Submitters raised issues that many properties proposed for inclusion in the Heritage Overlay are in poor condition and have structural problems.

Submitters raised a range of issues relating to building condition:

- interwar houses are approximately 100 years old and need significant work or renovations
- many properties were poorly built
- many houses have issues with foundations and are damaged by movement because of expansion and contraction of clay over many years
- dwellings are no longer structurally sound and there are safety issues
- many dwellings have been substantially altered and are no longer intact.

Submitters 98 and 29 referred the Panel to specific issues in their homes which included significant cracking and movement requiring substantial repair, particularly in the case of Submitter 98's home which was built with no stumps or foundations.

Council referred the Panel to two previous Panel reports³ and submitted that consistent with the approach taken in these examples, the Panel should proceed on the basis that building condition is not relevant to assessing the heritage significance of the precinct or whether an individual property should be given a significant or contributory grading. Council submitted this approach is consistent with Planning Practice Note 1 which does not include building condition as a relevant criterion for assessing heritage significance. Council noted that building condition will be a relevant consideration in the consideration of a permit application to demolish or alter a contributory or significant place.

Mr Hemmingway said he did not consider building condition because this is a separate issue to the assessment of intactness and potential contribution to a proposed precinct.

(iii) Discussion

Building condition is not directly relevant to whether a place is of heritage significance or if the Heritage Overlay should be applied. Heritage significance is assessed against the recognised heritage criteria in Planning Practice Note 1. A place may be in poor condition, or it may have been altered, but its heritage values are still legible and understood. Where a submission considers that poor condition impacts the intactness of a heritage place, the Panel has considered whether the

³ Boroondara C284 (PSA) [2019] PPV 53 and Yarra C245 (PSA) [2020] PPV 38.

precinct still achieves the necessary threshold for heritage significance, as discussed later in this report.

Building condition may be considered during the planning permit application process when the proposal will be assessed against relevant planning policy objectives, including heritage.

(iv) Conclusion

The Panel concludes building condition is not relevant when assessing the heritage significance of a precinct but may be relevant during the planning permit assessment process.

3.4 Development opportunity, building alterations and maintenance

(i) The issue

The issue is whether development opportunity, building alterations and maintenance are relevant when assessing the heritage significance of a place or precinct.

(ii) Evidence and submissions

There were submissions which considered the Heritage Overlay would:

- restrict the ability to maintain, alter or develop their properties
- restrict development opportunities on land with growth potential
- remove ability to demolish a house and replace it with a new building or a dual occupancy development
- restrict the ability to alter a house to achieve a modern living standard, address problems or meet owner needs
- discourage owners from maintaining and improving their houses.

Submitter 29 referred the Panel to her development plans for a new dual occupancy development on her property which would not be realised if the Heritage Overlay is approved. Many other submitters described similar situations having purchased their properties with the intention of demolishing the existing home and building new modern homes.

Council acknowledged the Heritage Overlay introduces another layer of control and will add to the planning controls applying to these submitters' properties. Council submitted:

When balancing the merits of heritage regulation against other issues raised in the submissions, it is important to remember that heritage significance is an enduring and long term concern, whereas matters of development potential, building condition, economic matters or current or mooted planning approvals are by contrast short-term in nature.

Council referred the Panel to the Panel Report for Amendment C14 to the Latrobe Planning Scheme which said that Panels have repeatedly ruled that 'economic and personal factors' are not material to this stage of the planning process. The Panel said that although it is appropriate for the responsible authority to consider all the objectives of the *Planning and Environment Act 1987* (PE Act) – including fair, orderly, economic and sustainable use, and development of the land (s.4(1)(a)), and to balance the present and future interests of all Victorians (s.4(1)(g)) - the question of personal economic impact or potential constraint on development are matters for the planning permit application stage.

(iii) Discussion

The Panel agrees with Council's submissions relating to development opportunity, building alterations and demolition. In determining whether the Heritage Overlay should be applied to a place, it is appropriate to separate the assessment of heritage significance from questions of development potential, conservation, adaptation, alteration and demolition.

The Heritage Overlay:

- does not prohibit alterations and additions, or demolition
- allows property maintenance that does not change a property's appearance without the need for a planning permit
- ensures Council can assess the potential impact of a development proposal on properties with heritage significance.

The Heritage Overlay enables an owner to:

- apply for a planning permit to develop their land, including alterations and demolition
- maintain their property without the need for a planning permit.

The Heritage Overlay seeks to have any future proposal assessed against the existing heritage fabric. This is inherent in one of its purposes to "*ensure that development does not adversely affect the significance of heritage places*". Because a control limits development, on its own, is not sufficient justification to abandon the control. As discussed elsewhere, the Panel accepts that the Heritage Study provides an appropriate basis for assessing the precinct proposed to be included in the Heritage Overlay and the precinct has been assessed against the Planning Practice Note 1 criteria. This provides an appropriate justification for applying the Heritage Overlay.

(iv) Conclusion

The Panel concludes development opportunity, building alterations and maintenance are not relevant when assessing the heritage significance of a place or precinct.

3.5 Property value and financial implications

(i) The issue

The issue is whether property value and financial implications are relevant when assessing heritage significance or when deciding whether to apply the Heritage Overlay.

(ii) Evidence and submissions

Numerous submissions considered:

- the Heritage Overlay would reduce property values for reasons ranging from the inability to demolish their house to nobody wanting to buy a house because of substantial improvement costs
- the Heritage Overlay will have financial implications when properties are proposed to be redeveloped, including the cost of lodging a permit application and potentially engaging a heritage architect or expert
- referred to costs already incurred on things such as consultants and architects working on designs for new homes which can no longer be realised.

Submitter 29 said that her family had spent approximately \$15,000 on development plans and the like before their demolition permit was revoked and the interim Heritage Overlay being

introduced. Similarly, Submitter 31 indicated costs spent being in the order of \$15,000 for architects, planners and builders. Submitter 58 expressed concern having invested over \$1 million on a property on the basis it could be demolished and redeveloped. Submitters 174 and 178 described similar situations.

Council referred to the findings of previous Panels⁴ and submitted that these matters are not relevant when determining whether the Heritage Overlay should be applied. Council submitted that the findings made by these Panels are equally applicable to the Amendment. Council also referred to the decision of Justice Garde in *Dustday Investments Pty Ltd v Minister for Planning* in relation to Amendment C207 to the Melbourne Planning Scheme which considered the need to consider the social and economic effects of an amendment, as required by section 12(2) of the PE Act. Of relevance to the question of social and economic effects, Justice Garde found:

Where planning authorities are directed to consider conservation or heritage matters, or social and economic effects, consideration must inevitably be given as to the stage in the planning process that has been reached, and the nature of the consideration that is to be given to these matters or effects at that stage.

(iii) Discussion

Property value is influenced by many complicated and dynamic variables and it would be difficult to single one out. The Panel was not presented with any information or evidence demonstrating the Amendment would impact property values. The Panel agrees that protecting the precinct's heritage character and values is likely to ensure it is a desirable and valuable place to live for certain members of the community.

There may be some financial impact on individuals associated with applying for a planning permit application. However, there is no evidence that this would unreasonably impact the broader community. There would be no need for a permit and no additional planning cost if an owner simply seeks to maintain their property without altering the appearance.

The Panel agrees with Council that, with respect to section 12(2) of the PE Act, the economic effects considered as part of an Amendment should be of a broader or community nature and not individual circumstances.

(iv) Conclusion

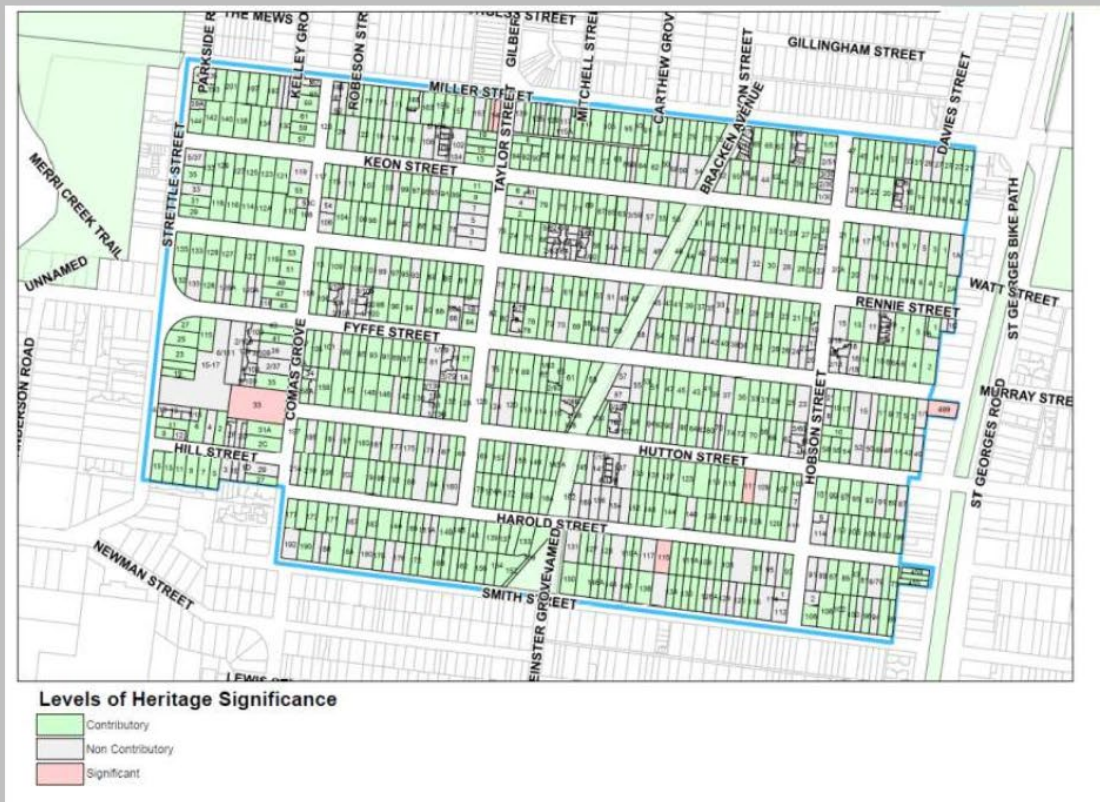
The Panel concludes property value and financial implications are not relevant when assessing heritage significance or when deciding whether to apply the Heritage Overlay.

⁴ Stonnington C91, C101 and C103, Moreland C129 and Whitehorse C157

4 Thornbury Park Estate Precinct

The following is an extract from exhibited version the *Statement of Significance: Thornbury Park Estate Precinct* (HO318). The table of each property is not replicated in this report.

Exhibited Statement of significance



What is significant?

The following original elements contribute to the significance of the Thornbury Park Estate Precinct:

Generally:

- single-storey dwellings,
- consistent setbacks.

Buildings dating to the Federation period:

- Intact roof forms - typically gabled with a main gambrel or hipped section,
- Original type of roof cladding - mostly corrugated metal sheeting, some with terracotta tiles, a few finials,
- Intact chimneys – usually with defined caps, mainly face brick but some rendered or with rendered elements,
- Finishes to gable ends - mainly roughcast sheeting with battens, a few with distinctive bargeboards,
- Intact timber-framed walls of painted weatherboard, some with roughcast sheeting,
- Verandahs - mainly offset or corner types, with turned timber posts, brackets or fretwork/friezes,
- Bay windows, some with hoods,

- Timber-framed windows - mainly casements with highlights, some double-hung sashes, some lead lighting and stained glass,
- Timber doors - typically panelled with some glazing, some with a sidelight.

Buildings dating to the Interwar period:

- Intact roof forms - gable, often with exposed rafter ends (1920s); or hipped (1930s),
- Original type of roof cladding - mostly corrugated metal sheeting, some tiled, and a few finials (metal or terracotta),
- Intact chimneys - mainly face brick but some rendered,
- Finishes to gable ends – including shingles or shingled boards, upper lattice vent,
- Intact timber-framed walls of painted weatherboard, some with roughcast sheeting (bungalows/1920s),
- Intact brick walls - red, clinker, cream; some (partly) rendered (generally 1930s), some tuck-pointing,
- Masonry porches - balustrade wall (brick and/or render) and/or piers with tapered or Solomonic columns; some with timber decks (1920s); smaller masonry porches (1930s),
- Bay windows - many faceted with a shingled skirt,
- Timber-framed windows - including boxed-framed, mainly double-hung sashes (some with multi-paned upper sashes) but also casements, some lead lighting and stained/textured glass (geometric designs), some hoods,
- Original timber doors - typically with some glazing,
- Original low brick fences – face brick and/or rendered (1930s),
- Commercial buildings - both single and two storey with parapets, with more elaborate detailing to the two storey. A pair with an expressed roof in Miller Street.

Buildings dating to the Post-WWII period:

- Roof forms - mainly hipped, with a few gable ends,
- Tiled roof cladding,
- Chimneys - mainly face brick,
- Walls – usually brick (clinker or cream), a few timber-framed examples with painted weatherboard,
- Masonry porches or concrete cantilevered canopies,
- Windows – mostly timber-framed with double-hung sashes, and a few steel-framed, often including one/some to a corner,
- Doors - typically timber with glazing,
- Original low brick fences.

How is it significant?

The Thornbury Park Estate Precinct, Thornbury, is of historical, representative and aesthetic significance to the City of Darebin.

Why is it significant?

The Thornbury Park Estate Precinct is of historical significance as a large subdivision that illustrates the emergence and rapid consolidation of Thornbury as a residential suburb during the early to mid-20th century, changing from its hitherto largely rural character, especially at its western end. Whilst two subdivisions had occurred during the 1880s in the vicinity, they had resulted in only sparse development at best by the end of the first decade of the 20th century. Both earlier subdivisions also employed the same

name (Thornbury Park Estate) as they too derived from the extensive land holdings of Job Smith (CA 131+136, consisting of nearly 370 acres at their maximum), which came to be known as 'Thornbury Park', after a place in Hertfordshire. Smith built/lived in a farm house on the high ground near the west end of Smith Street, which survived to the mid-20th century. Smith maintained his farm, where he cultivated rare grasses, etc. until he eventually sold all the land during the late 1880s.

Subsequently the land was retained in two large holdings (owned by the Commercial Bank of Australia, after the default by Australian and British Land Deposit Agency with the 1890s crash, and the Trustees Executors and Agency Co.) for over 20 years until there was sufficient cause to subdivide the land.

The Thornbury Park Estate Precinct was mostly being offered for sale from late 1911, though not officially subdivided until 1914, at which time the subdivision of the smaller portion at the south-west corner was undertaken. Although sales were strong during the 1910s, substantial development did not occur in earnest until the early 1920s, after the opening of the St Georges Road electric tram (1920) and the electrification of the rail line (1921). Much of the ensuing construction was likely undertaken by builders such as Dunlop & Hunt and the prolific, local firm of Stewart & Davies. This pattern demonstrates the broader speculative dynamics in the district around this time and the integral part played by these types of builders in providing the suburban dream to a wide demographic. (Criterion A)

The Thornbury Estate Precinct is of representative significance for containing manifold good and generally intact examples of modest late Federation, Interwar and Post WWII period house designs, many of the type practiced by suburban builders, as well as examples of State Savings Bank homes. The prevailing Federation/Interwar period bungalow type (typically gabled roof form, asymmetric façade with a side porch in timber [Federation period] or masonry [Interwar period] with an underlying Arts and Crafts aesthetic) provides a cohesion to the precinct along with the remnant subdivision pattern, which is broadly interpretable as a mix of original allotments and others divided in half. The economical yet presentable housing stock, which is almost entirely detached, is indicative of standard types of residences constructed during the main development phase of the 1910s and 1920s – being mainly timber-framed with corrugated metal roof cladding. Differentiation is provided by employment of an array of detailing in varying combinations so that whilst similar, houses in small groups of consistent types are made individual (for instance, to the gable ends [shingling, battened sheeting, and/or lattice to apex, etc.] and bay windows [bowed or faceted]).

Robust/broad elements to many porches such as tapered or helical/Solomonic columns are a distinguishing feature. The humbleness of the construction is evidenced however by the lack of 'extraneous' detailing such as decorative glasswork, which is common in more middle-class examples. The latter houses – dating to the 1930s (or late Interwar period) and late 1940s through the 1950s (or Post-WWII period) - tend to be brick with tiled roofs and a uniformly larger (though some are paired/semidetached). The groups of commercial buildings to Miller Street and St Georges Road are often single storey with a few interspersed more elaborate, two storey examples reflecting contemporary design approaches and providing an intrinsic complementary component to this large residential precinct. (Criterion D)

The Thornbury Estate Precinct is of aesthetic significance for including a few individually notable buildings. Most in this group are relatively substantial, have a greater level of detailing, and higher quality palette of materials. For instance, most have roofs clad in terracotta (glazed or unglazed) tiles in contrast to the prevailing, more economical material palette in the precinct of corrugated metal sheeting. (Criterion E)

- 33 Comas Grove - this sprawling Californian Bungalow style house with red brick dado and roughcast rendered walls above has an original dormer. The garden retains a semi-circular driveway, beds with stone edging, and some substantial specimen trees.
- 115 Harold Street – the most elaborate/picturesque Queen Anne style house in the precinct. It is distinguished by ornate gable ends with bargeboards, dentillated band, and bay window with slender barley twist columns.

- 111 Hutton Street – the only example of the Federation bungalow style in the precinct. Unusually it has a symmetrical façade in red brick with diamond quarrels to both sashes.
- 145-147 Miller Street – commercial building with an array of retained classicising elements (detailing to the pediment, elongated hoods, and recessed windows with frames) and an unusually intact canopy with decorative metal sheeting (fascia and soffit).
- 499 St Georges Road – a substantial early 1940s largely cream-brick Moderne style, originally a combined house/surgery. L-shaped and geometric form with curved balcony and umber brick plinth and tapestry brick banding ('speedlines'). It retains original timber doors with porthole glazing and timber-framed corner windows, as well as integrated garage with original metal tilt-door.

Primary source

Thornbury Park Estate Precinct (RBA Architects and Conservation Consultants, 2021)

4.1 Precinct assessment

(i) The issues

The issues are whether:

- the proposed heritage boundary is appropriate and justified
- Post-WWII housing should be included in the Thornbury Park Estate
- the Thornbury Park Estate meets the threshold of local heritage significance to justify the Heritage Overlay.

(ii) Evidence and submissions

Threshold for heritage significance

In relation to the overall precinct, there were submissions which considered:

- the entire precinct should not proceed because:
 - the precinct and its streetscapes lack integrity or heritage value due to the extent of demolition, alterations and disparate housing mix
 - of the low quality of the historical building fabric and its lack of any clear architectural cohesion
 - the scale of the precinct and the number of non-contributory buildings
- the low intactness of Fyffe and Rennie streets
- properties on Strettle Street and along the north side of Smith Street should be excluded because they do not contribute to the precinct.

Council submitted that previous Panels have consistently held the key factor to consider before applying the Heritage Overlay is whether the significance of the heritage fabric is sufficient to warrant the Heritage Overlay. In this case, Council submitted the question for the Panel is whether the Heritage Study and Mr Hemmingway's evidence justify applying the Heritage Overlay to the Thornbury Park Estate. Council said the evidence of Mr Hemmingway provides a sound and uncontested strategic basis for the justification and extent of the proposed Heritage Overlay.

Mr Hemmingway said the Thornbury Park Estate, whilst unusually large, has a large percentage (approximately 73 per cent) of intact significant and contributory buildings. He acknowledged that places within the precinct have a varying degree of intactness, but overall, the precinct remains

“legible as a Federation period subdivision developed largely over the late Federation, Interwar and Post-WWII periods”. He concluded that the precinct *“meets the threshold for local heritage significance as a result and relates to the key themes outlined in the Thematic History”.*

Council submitted that heritage is not confined to the grandest or the most unique buildings or places but provides *“important glimpses into the past to provide an understanding of a place for the benefit of the whole community”.*

Council submitted a place does not fail to contain heritage value because its buildings are not generally grand or ornate. Specifically, Council said:

The Statement of Significance for the Thornbury Park Estate explains that it contains ‘economical yet presentable housing stock’ which has a ‘humbleness in its construction’. This means that one should not expect to see overly grand or ornate buildings present in the estate as one might see in places such as Eaglemont and North Fitzroy. These more humble buildings are not necessarily any less important or should not necessarily be valued any less.

Similarly, Mr Hemmingway stated that the perceived low quality of the building fabric does not affect the ability of a place to meet the threshold for significance at the local level. He said buildings do not need to be completely intact to be designated contributory in the precinct, noting that all places have been assessed in accordance with the Burra Charter.

In relation to specific submissions about Fyffe Street, Mr Hemmingway said it is mostly intact with around 68 per cent of the places designated contributory. He acknowledged this is less than the average across the total precinct (which is approximately 73 per cent) and the southern side is generally more intact than the north. He went on to say:

That being said, when taken as a whole, Fyffe Street continues to contribute to the heritage value of the TPE. It is acknowledged that some of the individual streets have a lower level of intactness than the precinct as a whole, but this is not a reason to exclude them from the precinct if the precinct as a whole has the requisite level of intactness, which in this case it does.

Mr Hemmingway noted that Rennie Street is considerably intact with approximately 76% of places designated contributory (higher than the overall precinct average). In relation to the inclusion of Strettle Street he said those parts of Strettle Street which are included contain a high number of intact places, noting however these are mostly from the Post-WWII period.

Mr Hemmingway addressed Smith Street and why only the north side was included. He said while both sides were assessed, research identified the houses on the south side being part of an earlier, 1880s subdivision. He said development began during the late 19th century (Victorian period) rather than from the late 1910s (late Federation period) as with the Thornbury Park Estate subdivision.

Precinct boundary and Post-WWII housing

Submitters sought specific changes to the proposed boundary of the Heritage Overlay. Some submitters said the precinct is too large and others said the Heritage Overlay should be applied more broadly.

In response to this, Mr Hemmingway said the Heritage Study carefully considered the boundaries of the Heritage Overlay. He said the study area for assessment came from the 2019 Context report and largely corresponds to the c.1911 second Thornbury Park Estate subdivision. Mr Hemmingway explained how RBA Architects and Conservation Consultants undertook a review of the study area and concurred with the boundaries, albeit with some minor differences to boundaries along Miller Street to the north of the precinct and Smith Street to the south. Council

submitted the approach adopted by RBA and Mr Hemmingway is well researched and provides a rational basis for the proposed boundaries of the precinct.

The owner of 199 Miller Street submitted that the area to the east of Comas Grove should be removed from the Heritage Overlay. In making this submission she relied on a written assessment prepared by heritage consultant, Mr Aron Paul of Trethowan Architecture, which was provided to the Panel and parties in advance of the Hearing.

Mr Paul highlighted that the area west of Comas Grove was largely developed in the Post-WWII period and *“relates to a different historical period to the building stock that makes the broader precinct notable”*. Mr Paul said:

Post war housing stock does not contribute to the historical significance of the place and is better represented by the existing HO103 Kelley Grove to the north of the proposed HO318 Thornbury Park Estate. The post-war housing west of Comas Grove is very typical and not outstanding in its architectural or representative qualities.

Mr Paul considered the inclusion of Post-WWII housing in the precinct *“relates poorly to its historical significance as an Interwar housing estate and detracts from, rather than contributes to, the core areas of the precinct”*.

Regarding 199 Miller Street, Mr Paul highlighted that this section of Miller Street lacks cohesion as a heritage streetscape and said:

The house at 199 Miller Street is one of four interwar houses that sit isolated on the south side of Miller Street, west of Comas Grove. The other houses in this group, while more intact than the subject property, have had their presentation to the street compromised to a greater extent by inappropriate hard landscaping in the front setbacks.

The group of four houses are typical in their design and there is no question of them being individually significant. It is therefore unnecessary to extend the precinct boundary along the south side of Miller Street simply to include these outliers. These types of houses are already well represented in the rest of the precinct with much higher level of intactness and appropriate garden settings, in more cohesive streetscapes.

The assessment prepared by Mr Paul was tabled at the Hearing and the owner of 199 Miller Street read the assessment in full to the Panel. The Council did not make any submissions as to the weight the Panel ought to give this assessment, nor did it object to the assessment being tabled or relied upon.

(iii) Discussion

The Thornbury Park Estate is large, and therefore not without its challenges. The precinct originated as a large subdivision. The Heritage Study notes:

Subdivisions, and hence precincts, of this scale are unusual on a broader scale and even more so at this level of intactness and/or consistency.

The Panel agrees with Mr Hemmingway that the precinct is legible as a Federation period subdivision, albeit with a varying degree of intactness. While the building stock is generally humble and unassuming, this should not detract from its ability to meet the threshold for significance at a local level. The buildings do not need to be completely intact to be designated contributory. The contributory and significant homes generally:

- contribute to the character of the streetscape and precinct
- were constructed during the period of significance

- are intact, and those which are altered remain largely identifiable as an example of its type/period
- comprise of single storey weatherboard homes with consistent front setbacks.

When viewed as a whole however, the Panel is not convinced that the precinct reads as a single, intact and cohesive precinct.

East of the Bracken Avenue Linear Park

The Panel observes that east of the Bracken Avenue Linear Park, there are a higher number of non-contributory places compared to the remainder of the precinct. Within this part of the precinct, there are clusters of non-contributory places including on Fyffe Street, Hutton Street and Harold Street where all three intersect Bracken Avenue and Hobson Street. The number and location of these non-contributory pockets restrict the ability to understand that surrounding properties are interrelated within one precinct.

The Heritage Study acknowledges that Bracken Avenue “*broadly dissects the precinct into east and west halves*” and notes:

Rennie Street is considerably intact, more so to the western part.

There has been slightly more change on this street [Harold Street] however, especially on the east side of the intersection with Bracken Avenue.

Although the street [Hutton Street] is considerably intact overall, there has been a concentration of change in the vicinity of Bracken Avenue.

The Panel finds the Bracken Avenue Linear Park serves as a physical and visual barrier which is further accentuated by the high concentration of non-contributory houses on every east-west street that it intersects with. Its cohesiveness is therefore notably eroded through this concentration and location of non-contributory properties.

West of Comas Grove

Similarly, the Panel agrees with Mr Paul that the area west of Comas Grove also has a limited connection to the rest of the precinct.

During both site inspections, the Panel observed that the land falls away significantly to the west of Comas Grove and the slope is particularly prominent along Strettle Street. The Panel considers the contribution the houses in this part of the precinct make to the precinct’s significance is significantly different to the contribution the houses east of Comas Grove make.

In general, to the east of Comas Grove the homes are single storey, weatherboard construction and the land is flat. Conversely, to the west of Comas Grove there are more houses that have a two-storey or split-level presentation to the street, particularly on Rennie and Strettle Streets. The houses are largely brick construction, with low brick front fences which is attributed the high proportion of homes constructed in the Post-WWII era.

From a historical perspective, the area to the west of Comas Grove has generally been developed in the postwar period and therefore relates to a different historical period to the building stock to the east of Comas Grove. The high number of Post-WWII houses in this area, compared to the remainder of the precinct which is historically significant as an Interwar subdivision, restrict the ability to understand the housing stock being from within one precinct.

The exception to this is:

- the Church Manse and the properties surrounding it between Hill and Fyffe streets on the west side of Comas Grove
- the Inter-war houses which sit to the west of Comas Grove between Miller and Rennie Streets.

The Manse and the adjoining interwar homes are an intact group of properties and are readily connected to the rest of the precinct thereby contributing to its heritage significance, particularly when viewed from the corner of Hutton and Fyffe streets. The slope of the land along this part of Comas Grove is also less prominent. The Panel notes that some of these houses have brick or rendered facades with low brick fences, including the Manse. This is attributed to their construction in the Late Interwar period.

The Interwar houses which sit to the west of Comas Grove between Miller and Rennie Streets equally contribute to the heritage significance of the area and can be readily appreciated as being part of the Interwar precinct. They front Comas Grove which gives them a clear connection, unlike others further west which front Keon and Miller Streets and have no visual connection to the precinct.

Miller Street (west of Comas Grove) and Hill Street both have limited connection to the rest of the precinct, and by virtue do not readily contribute to its heritage significance. In addition to the slope and high proportion of Post-WWII homes, both streets have non-contributory houses that serve to bookend their eastern sections and limits their visual connection to the rest of the precinct.

The non-contributory aged care facility behind the Manse (facing Strettle Street) is a significant property which dilutes the intactness of this part of the precinct.

The Panel is therefore recommending a reduced precinct (see Figure 2) which is bound by Miller Street to the north, Bracken Avenue Linear Park to east, Smith Street to the south and Comas Street to the west with the inclusion of properties on the west side of Comas Street between Fyffe and Hill streets, and between Miller and Rennie Streets. This central part of the precinct is legible and cohesive, with a higher concentration of contributory and significant properties and is cohesive enough to meet the threshold of local heritage significance.

Figure 2 Panel preferred version of Thornbury Park Estate Precinct (red solid line)

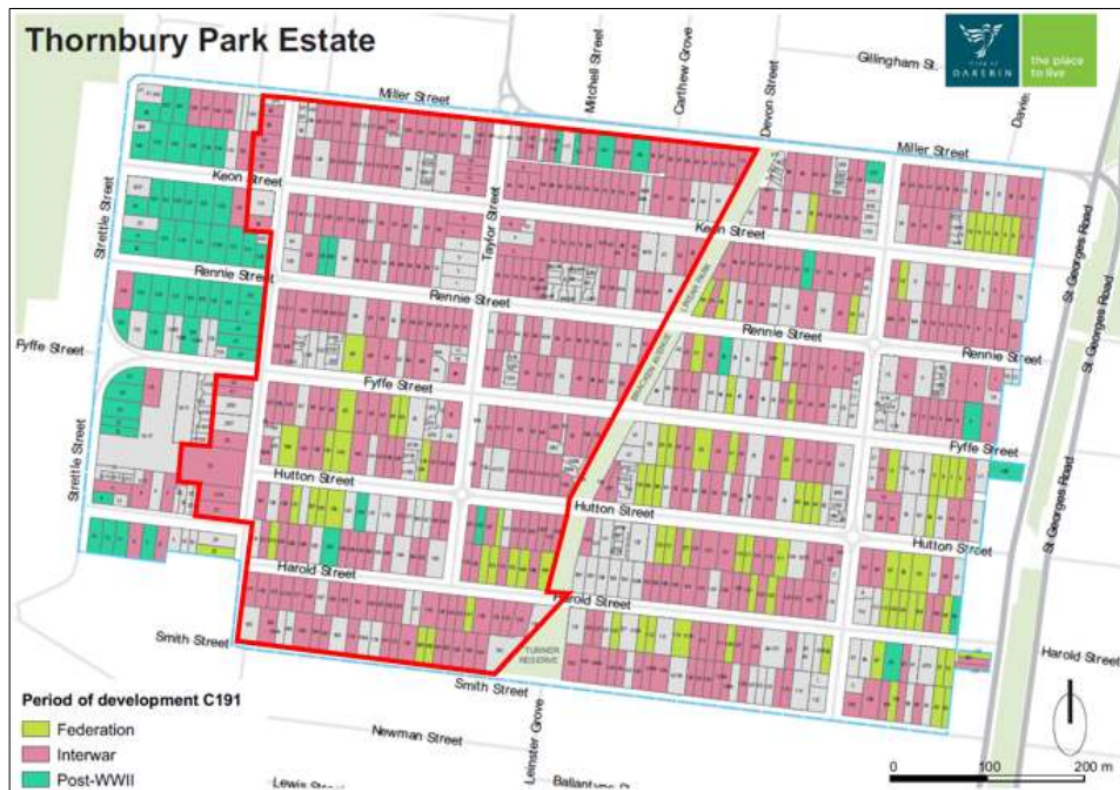


Figure 2 demonstrates the breakdown of development periods in the precinct and identifies which homes are from the Federation, Interwar and Post-WWII periods. The Panel sought this information from the Council at the conclusion of the Hearing.

In recommending the removal of the properties west of Comas Grove from the precinct very few Post-WWII homes remain. The Panel questions whether the remaining Post-WWII houses contribute to the precinct on the basis that they, as noted in the Heritage Study “are more likely to have been constructed in brick than those dating to either the Federation or Interwar periods”.

The comparative analysis in the Heritage Study did not reference any other precincts that spanned the three periods of construction as proposed in this amendment. The comparative analysis does however highlight several precincts that encompass both the federation and interwar eras.

The Panel notes Mr Paul’s comments regarding Kelley Grove (HO103) being “a contiguous, intact cul de sac heritage precinct of post-war brick dwellings that much better represent the period of post-war subdivision and development”. The Panel undertook a site inspection of Kelley Grove and agrees.

Mr Hemmingway submitted that approximately 73 per cent of buildings in the precinct were either contributory or significant. In cross examination, Mr Hemmingway was not able to confirm a percentage of building stock in a precinct which should be contributory for it to meet the threshold for significance but said a high level of consistency is important.

Redesignating the nine Post-WWII properties and the five properties assessed as low for intactness (refer to chapter 4.2) to non-contributory will reduce the overall percentage of contributory and significant properties.

However, the Panel is satisfied that with the revised precinct boundary, the number of contributory and significant properties remains high and will meet the threshold for local significance. It has a higher concentration of Federation and Interwar properties and is a legible and cohesive precinct.

(iv) Conclusions and recommendations

The Panel concludes:

- The Thornbury Park Estate Precinct should be reduced in size (see Figure 2).
- Post-WWII housing does not contribute to the Thornbury Park Estate Precinct and the remaining properties in the reduced precinct should be designated non-contributory.
- The Panel's preferred Precinct (Figure 2) meets the threshold for local significance to justify the Heritage Overlay.

The Panel recommends:

Amend the land to which Heritage Overlay HO318 applies to reflect the Panels' preferred precinct boundary as shown in Figure 2.

Amend the Statement of Significance for HO318 (Thornbury Park Estate Precinct) as follows:

- a) **Update the Gradings Map Plan to reflect the Panels' preferred precinct boundary as shown in Figure 2.**
- b) **Update the Gradings Map Plan to designate the following Post-WWII properties as non-contributory:**
 - 119 Miller Street
 - 115 and 115A Miller Street
 - 107 Miller Street
 - 95 Miller Street
 - 100 Rennie Street
 - 102 Rennie Street
 - 179 Hutton Street
 - 159 Hutton Street
 - 200 Harold Street.
- c) **Update the Gradings Table to reflect the new precinct boundary and revised grading of properties.**
- d) **Delete all references to "Post-WWII" in the 'What is significant?' section.**
- e) **Update the 'Why it is significant?' section to reflect the Panel's recommendations.**

Replace the Gradings Map Plan in Thornbury Park Estate City of Darebin Heritage Study Incorporated Plan – Permit Exemptions (2011, amended 2021) to reflect the new precinct boundary and revised grading of properties.

4.2 Precinct-wide issues

(i) The issues

The issues are whether:

- a non-contributory property should be excluded from a heritage precinct

- the Heritage Overlay should be limited to only properties which are designated significant
- it is more appropriate to protect neighbourhood character rather than heritage
- it is appropriate that places which display low integrity or intactness be designated contributory.

(ii) Evidence and submissions

Non-contributory properties

Several submitters sought to remove their non-contributory properties from the heritage precinct. Others submitted the Heritage Overlay should only include properties which are designated as significant.

Council submitted that such an approach is contrary to the established principles for identifying a heritage precinct. Council submitted:

The statutory framework expressly contemplates that there will be non-contributory buildings located within a precinct, and in turn the HO. Council submits that the proposed inclusion of non-contributory places within the HO is necessary to ensure that their development does not impact on the heritage values of the precinct.

Council considered that including non-contributory buildings in the precinct is appropriate and necessary to protect its identified heritage values.

Significant properties

Mr Hemingway said:

There are very few places in the precinct that would have heritage significance independent of their context, except for the five individually notable places graded significant. These places are 'are relatively substantial, have a greater level of detailing, and higher quality palette of materials' than the contributory graded places, which are more modest and similar in appearance.

...

As much of the significance of the TPE is derived from it being a large group of generally intact examples of modest housing, the values of the place would not be conserved by just applying the heritage overlay to the significant graded places, even if they are generally more elaborate and/or substantial.

Neighbourhood character

Some submitters also opposed the Heritage Overlay and suggested the Council should instead be protecting neighbourhood character rather than heritage fabric. Council submitted that Mr Hemmingway's evidence and work undertaken confirms the Thornbury Park Estate is significant from a heritage perspective. Council said:

In light of Mr Hemmingway's findings, Council considers that the HO is the preferred planning tool to manage the future development of the Thornbury Park Estate.

Designating properties which display low integrity or are nominated as low for intactness

Submitters raised concerns that some contributory places display low integrity to their original condition and should be designated non-contributory.

Mr Hemmingway's evidence was that places do not have to be completely intact to be designated contributory in the precinct. He drew a distinction between the condition of the place and its potential heritage value and fabric noting that a place which is in poor condition can usually be

repaired with matching detailing. His evidence also referenced the Heritage Study which says that a place has been attributed a contributory grading if the following apply:

It contributes to the character of the streetscape/precinct, and

It was constructed during the period of significance (identified as the main or secondary phases of development in the statement of significance), and

It is an intact example or a place which though altered, remains largely identifiable as an example of its type/period, and

It typically retains its form, most original materials, and at least some original detailing (which might include openings [windows + doors], chimneys, verandah or porch, decorative elements, etc.),

Generally any changes that have occurred are reversible, allowing for accurate reconstruction in accordance with the Burra Charter,

If it forms part of a similar group, then it could be more altered if other examples in the group are intact,

If there are visible additions, they are sufficiently set back such that the original section is not overwhelmed and the original roof form remains legible. For instance, the addition is set behind the main ridge (when it is parallel to the street).

Several parties pointed to inconsistencies in the designation of properties which are nominated low for intactness – some being contributory and some being non-contributory. For example, 20 and 22 Fyffe Street (both non-contributory with low intactness) and 46 Rennie Street (contributory with low intactness). Mr Hemmingway said that generally those homes which might appear as significant, but for specific new additions or features which are not ‘readily reversible’, have been designated low for intactness.

Questioned on whether this approach might be somewhat inconsistent given the lace detailing on the 22 Fyffe Street home (non-contributory) is more readily reversible than the second storey addition at 46 Rennie Street (contributory), Mr Hemmingway acknowledged that there may be errors in the designation, given over 1,000 properties were assessed.

(iii) Discussion

Non-contributory properties

The Panel agrees with Council that it is common practice for non-contributory buildings to be included in the Heritage Overlay precinct boundary. This is to ensure any future development on those sites does not adversely impact the significance of the precinct. While a non-contributory property can be significantly altered or replaced, it must still fit within the heritage streetscape and sensitively respond to its surrounds and the precinct’s significance.

Significant properties

It is not appropriate to limit properties in the Heritage Overlay to those which are designated as significant. Most of the properties in the precinct are designated contributory and it is these properties which contribute so meaningfully to the precinct’s overall significance.

Neighbourhood character

The Panel does not consider that a neighbourhood character tool would be appropriate. Neighbourhood character is different from heritage. Heritage is about the conservation of culturally significant places and precincts whereas character is more about the way houses, vegetation and topography create a visual sense of place. The purpose of the Amendment is to

manage the future development of the Thornbury Park Estate given its heritage significance. The Heritage Overlay is an appropriate planning tool to manage the future development of the area.

Grading of properties which display low integrity or are nominated as low for intactness

The Panel accepts that places do not have to be completely intact to be designated contributory in the precinct. However, the Panel has more difficulty in accepting Mr Hemmingway's 'readily reversible' test when assessing a building's level of intactness. It is difficult to understand why, properties with features such as lace detailing which is arguably 'readily reversible' are given a non-contributory designation, and properties with upper floor additions which are less easily reversed are designated contributory. The Panel notes Mr Hemmingway's acknowledgement that there may be errors in the assessments, given the sheer scale of the precinct.

Of those properties which remain in the Panel's preferred version of the precinct, there are only five properties which are designated contributory with low intactness. The Panel considers that these five properties should be designated non-contributory. Mr Hemmingway's evidence in relation to the issue was not compelling enough to justify the contributory designation.

(iv) Conclusions and recommendations

The Panel concludes:

- it is appropriate and justified to include a non-contributory property in the precinct to ensure future development on that land responds sensitively to the heritage fabric on neighbouring contributory properties in the precinct
- it is not appropriate to limit the heritage precinct to significant properties only
- the correct planning tool to manage the future development of the precinct is the Heritage Overlay rather than through a neighbourhood character control
- places which are not sufficiently intact to contribute to the precinct's significance should be designated as non-contributory.

The Panel recommends:

Amend the Statement of Significance for HO318 (Thornbury Park Estate Precinct) as follows:

- a) **Amend the Gradings Map Plan to designate the following properties with low intactness as non-contributory:**
 - 72 Keon Street, Thornbury
 - 163 Hutton Street, Thornbury
 - 185 Hutton Street, Thornbury
 - 85 Fyffe Street, Thornbury
 - 76 Rennie Street, Thornbury
- b) **Update the Gradings Table to reflect the revised grading of properties.**

4.3 Individual properties

(i) The issues

The issue is whether some properties should be redesignated non-contributory or whether the Heritage Overlay should not be applied to them.

(ii) Evidence and submissions

A total of 26 submitters requested their individual property be either removed from the Heritage Overlay or designated non-contributory (see summary in Table 3).

Mr Hemmingway provided a response to each of these requests in his evidence.

Table 3 Panel summary of specific change sought by property

Sub No.	Address	Era	Intactness	Inside Panel proposed HO boundary
1	171A Harold Street	Interwar	High	Yes
14	27 Keon Street	Interwar	High	No – east Bracken Avenue
28	31 Strettle Street	Interwar	High	No – west Comas Grove
29	62 Keon Street	Interwar	High	Yes
31	144 Keon Street	Postwar	High	No – west Comas Grove
33	138A Smith Street	Interwar	High	No – east Bracken Avenue
43	47 Fyffe Street	Interwar	Medium	No – east Bracken Avenue
58	66 Fyffe Street	Interwar	High	Yes
57	455A St Georges Road	Interwar	Medium	No – east Bracken Avenue
71	123 Harold Street	Federation	High	No – east Bracken Avenue
73	11 Strettle Street	Interwar	High	No – west Comas Grove
76	26 Rennie Street	Interwar	High	No – east Bracken Avenue
79	212 Harold Street	Interwar	High	Yes
81, 93	118 Smith Street	Interwar	High	No – east Bracken Avenue
94	117 Keon Street	Interwar	Medium	Yes
95	154 Smith Street	Interwar	High	Yes
96	113 Hutton Street	Interwar	Medium	No – east Bracken Avenue
97	115 Hutton Street	Interwar	High	No – east Bracken Ave
83	25 Strettle Street	Postwar	Medium	No – west Comas Grove
87	199 Miller Street	Interwar	Medium	No – west Comas Grove
100	39 Rennie Street	Interwar	High	No – east Bracken Avenue
105	50A Rennie Street	Interwar	High	Yes
113	132 Harold Street	Federation	High	No – east Bracken Avenue
114	1/51 Miller Street	Postwar	High	No – east Bracken Avenue
116	166 Harold Street	Interwar	Medium	Yes
167	174 Smith Street	Interwar	Medium	Yes

In relation to 62 Keon Street, Mr Hemmingway was asked in cross examination if it was unusual to have the front door to the side. He confirmed that this was common and reflected the informality of the 'arts and crafts' influence on houses in the 20th century.

(iii) Discussion

The Panel recommends the precinct be reduced in size (refer to Chapter 4.1 and Figure 2). The Panel has not assessed those properties that fall outside the recommended precinct boundary.

The Panel has undertaken an assessment including a site inspection of the remaining nine sites:

- 171A Harold Street
- 62 Keon Street
- 66 Fyffe Street
- 212 Harold Street
- 117 Keon Street
- 154 Smith Street
- 50A Rennie Street
- 166 Harold Street
- 174 Smith Street.

All the remaining nine sites are considered to have a High or Medium level of intactness in the Heritage Study.

The Panel agrees with Mr Hemmingway's assessment of the remaining sites that they contribute to the precinct and should retain their contributory designation. The relevant properties are intact examples of interwar homes which relate to their period of significance.

(iv) Conclusion

The Panel concludes no change should be made to the contributory designation of the remaining nine sites.

Appendix A Planning context

Planning Objectives

Victorian planning objectives

The Amendment will implement section 4(1)(d) of the *Planning and Environment Act 1987* (the Act) to:

- conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value
- balance the present and future interests of all Victorians.

Planning Scheme

The Amendment supports:

- **Clause 15.01-5S** (Neighbourhood character) which seeks to recognise, support and protect neighbourhood character, cultural identity, and sense of place.
- **Clause 15.03-1S** (Heritage conservation) which seeks to ensure the conservation of places of heritage significance. Relevant strategies are:
 - Identify, assess and document places of natural and cultural heritage significance as a basis for their inclusion in the planning scheme.
 - Provide for the protection of natural heritage sites and man-made resources and the maintenance of ecological processes and biological diversity.
 - Provide for the conservation and enhancement of those places which are of, aesthetic, archaeological, architectural, cultural, scientific, or social significance.
 - Encourage appropriate development that respects places with identified heritage values.
 - Retain those elements that contribute to the importance of the heritage place. Encourage the conservation and restoration of contributory elements.
 - Ensure an appropriate setting and context for heritage places is maintained or enhanced.

Clause 21 (the Municipal Strategic Statement)

The Amendment supports the MSS by:

- Clause 21.01 (Introduction)
- Clause 21.02-3 (Built Environment)
- Clause 21.02 -4 (Heritage).

Other relevant planning strategies and policies

Plan Melbourne

Plan Melbourne 2017-2050 sets out strategic directions to guide Melbourne's development to 2050 to ensure it becomes more sustainable, productive and liveable as its population approaches 8 million. It is accompanied by a separate implementation plan that is regularly updated and refreshed every five years.

Plan Melbourne is structured around seven Outcomes, which set out the aims of the plan. The Outcomes are supported by Directions and Policies, which outline how the Outcomes will be achieved. The following are relevant to the Amendment:

- **Outcome 4:** Melbourne is a distinctive and liveable city with quality design and amenity
 - **Direction 4.4:** Respect Melbourne’s heritage as we build for the future
 - **Policy 4.4.1:** Recognise the value of heritage when managing growth and change
 - **Policy 4.4.4:** Protect Melbourne’s heritage through telling its stories.

Planning scheme provisions

The Heritage Overlay purposes are:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To conserve and enhance heritage places of natural or cultural significance.
- To conserve and enhance those elements which contribute to the significance of heritage places.
- To ensure that development does not adversely affect the significance of heritage places.
- To conserve specifically identified heritage places by allowing a use that would otherwise be prohibited if this will demonstrably assist with the conservation of the significance of the heritage place.

The Heritage Overlay requires a planning permit to demolish, subdivide, build or carry out works. The Heritage Overlay enables its Schedule to specify additional controls for specific trees, painting previously unpainted surfaces, internal alterations and an incorporated plan (which may exempt buildings and works and other changes from requiring a planning permit). The Schedule may also identify if a place can be considered for uses that are otherwise prohibited, subject to a planning permit.

Ministerial Directions and Practice Notes

Ministerial Directions

The Explanatory Report discusses how the Amendment meets the relevant requirements of:

- Ministerial Direction 9 (Metropolitan Planning Strategy)
- Ministerial Direction 11 (Strategic Assessment of Amendments)
- Ministerial Direction 15 (The Planning Scheme Amendment Process)
- Ministerial Direction (The Form and Content of Planning Schemes pursuant to section 7(5) of The Act) – referred to as Ministerial Directions 7(5) in this Report.

That discussion is not repeated here.

Planning Practice Note 1 – Applying the Heritage Overlay (August 2018)

Planning Practice Note 1 provides guidance about using the Heritage Overlay. It states that the Heritage Overlay should be applied to, among other places:

Places identified in a local heritage study, provided the significance of the place can be shown to justify the application of the overlay.

Planning Practice Note 1 specifies that documentation for each heritage place needs to include a statement of significance that clearly establishes the importance of the place and addresses the heritage criteria. It recognises the following model criteria (the HERCON criteria) that have been adopted for assessing the value of a heritage place:

Criterion A: Importance to the course or pattern of our cultural or natural history (historical significance).

Criterion B: Possession of uncommon rare or endangered aspects of our cultural or natural history (rarity).

Criterion C: Potential to yield information that will contribute to an understanding of our cultural or natural history (research potential).

Criterion D: Importance in demonstrating the principal characteristics of a class of cultural or natural places or environments (representativeness).

Criterion E: Importance in exhibiting particular aesthetic characteristics (aesthetic significance).

Criterion F: Importance in demonstrating a high degree of creative or technical achievement at a particular period (technical significance).

Criterion G: Strong or special association with a particular community or cultural group for social, cultural or spiritual reasons. This includes the significance of a place to Indigenous peoples as part of their continuing and developing cultural traditions (social significance).

Criterion H: Special association with the life or works of a person, or group of persons, of importance in our history (associative significance).

Appendix B Subject land

The Amendment applies to individual properties at the following addresses:

- 27-67 and 34 – 64 Comas Grove, Thornbury
- 1 – 115 and 2 – 132 Fyffe Street, Thornbury
- 75 – 177 and 96 – 214 Harold Street, Thornbury
- 1 (1D and 1E)– 15 and 2-12 Hill Street, Thornbury
- 25 Hobson and 2 -10 Hobson Street, Thornbury
- 40- 158 and 87-197 Hutton Street, Thornbury
- 1A – 133 and 2-144 Keon Street, Thornbury
- 21 -205 Miller Street, Thornbury
- 1 -135 and 2 -118 Rennie Street, Thornbury
- 90-192 Smith Street, Thornbury
- 455 –459 and 499 St. Georges Road, Thornbury 9-41 Strettle Street, Thornbury
- 1-19 and 2-8 Taylor Street, Thornbury.

Appendix C Submitters to the Amendment

A total of 178 submission were received including one petition with 20 signatures.

On 25 July 2022 Council advised the office of Planning Panels Victoria that submission 48 had been withdrawn after the submitter sold their property.

No.	Submitter	No.	Submitter
1	Andrew Pattison	29	Catherine Maguire
2	Scott and Cathy Riddle	30	Soozah Clark
3	Tammy and Aryeh Seligmann	31	Hariklia Papadopoulos
4	Meghann Mackay	32	Stephen Joyce and Michelle Harvey
5	Emily Fraresso	33	Matthew and Jenna McGowan
6	Helen Kooloos	34	Ann Jeanes
7	Adam Kooloos	35	Denise Chevalier
8	Vikraman Selvaraja	36	Katy Cornish
9	Soon Tzu Speechley	37	Cameron Knight
10	Tim Cooke	38	Diana Ward
11	Ms Ruth Agar	39	Ms Janet Hammill
12	Michael Foster	40	Robin Harper and Andrew Warmington
13	Moreland City Council	41	Mitch Harris
14	Joe and Linda Pepe, Andy Dal Pozzo	42	Geoff and Leanne Freeth
15	James Lomax	43	Fiona Walters
16	Jason Cormier	44	Gordon Pattullo
17	Tara Laursen	45	Susan Lawrence and Peter Davies
18	Anna Robinson	46	Les and Bernadette Rudd
19	Ian Lyster	47	Polly Watkins and Malte Wagenfeld
20	Sara Jane and Essie Smith	48	WITHDRAWN
21	Simon Cornish	49	Renee Wierzbicki
22	Greg Ireton	50	Edna Primoratz
23	George and Georgia Pavlakis	51	Margaret Hanrahan
24	Michael Smith	52	Natalie Fundera
25	Anita Carmelli	53	Charlotte Stafford
26	Steffen Couwel	54	Brett Esler
27	Chris Sgourakis	55	Max Sargent
28	Evangelia Belic	56	Sue Sukkar

No.	Submitter	No.	Submitter
57	Sue Zhang	90	Doris Lombardo
58	Umit Baykur	91	Sharon Temple
59	Susan Stearn	92	Bob Stafford
60	Paul Sinclair	93	G Seven
61	Alex Dal Santo	94	Peter Ryan
62	Alice Glover	95	Marie Geary
63	Bernard Lyons	96	David Chapple
64	Gillian Dite	97	Greg Hodnett
65	James McDonald	98	Paul Vascotto and Ana Rachman
66	Patrick Senn	99	Annette Kalkbrenner
67	Evie Hartshorne	100	Samantha Knott and Jeremy Allan
68	Greg Wood	101	Geoffroy Denis
69	Roger Killmier	102	George Apostolopoulos
70	Sue Helme	103	Frank Berra
71	Jared Hammett	104	Jason Ortenzio
72	Ben Purcell	105	Margot Kilgour
73	Sara Webb	106	Antonina Bandalò
74	Fabio Palermo	107	Sheryll Venn
75	Donna Stergiopoulos	108	Waled Shihata
76	Peter Pacella	109	Karim Shihata
77	Ms Nicole O'Brien	110	Elizabeth Reynolds
78	Anonymous	111	Michael Divito
79	Matthew Dive	112	Chantelle Izzi
80	Anonymous	113	Helen Lyon
81	Susan Seven	114	Grant and Amy Young
82	Nicola McGowan	115	Will Jones
83	Kenneth Koh	116	Ms Lauren Krnjacki
84	Elise Needham	117	Lola Jones
85	Jennifer Whitehead	118	Zaim Ramani
86	Jack Whitehead	119	Mynever Ramani
87	Stacia Goninon	120	Nazim Ramani
88	Mohammed Shihata	121	Lynetta Ramani
89	Sam Power	122	Zanie Redzeqi

No.	Submitter	No.	Submitter
123	Sami Redzepi	152	Marsha Degen
124	Feime Redzepi	153	Tristan Gamilis
125	Shpendi Zeneli	154	Janice and Mark Lucas
126	Qamil Redzepi	155	Andrew Sloan
127	Vezire Redzepi	156	Ms Deirdre Baker
128	Ms Ana Athanasiadis	157	Huai Wong
129	Samuel Fontana	158	Olwyn Eaton
130	Tania Fontana	159	Ms Cassandra Chapple
131	Adam Fontana	160	Ms Sue O'Brien
132	Neim Ramani	161	Barry O'Brien
133	Melika Ramani	162	Stephen Carbone
134	Lindim Ramani	163	Tom Wilcox
135	Ramis Zeneli	164	Nicki Russell
136	Skenderije Zeneli	165	Joe and Georgette Jabbour
137	Bianca Mustafa	166	Lorraine Tugnett
138	Limoza Nuri	167	Edward and Georgette Bucknell
139	Jessica Hartsilver	168	Con Raphael
140	Fellenxa Muke	169	Sharon Laurence
141	Peter Canals	170	Frances Hoban
142	Sheila Ball	171	Markus Tschech
143	Warren Seagar	172	Andrew Xuerub
144	Sophie Brown	173	Margaret Azoury
145	Robyn Knott	174	Mark Bavaresco
146	David Galligan	175	Nick Testro
147	Pia Ednie Brown	176	Alex Siderakis
148	Bruce Mowson	177	Vicky Siderakis
149	Sofia Giannatselis	178	Tony Owczarek
150	Nevzat Redzepi	179	Petition (with 20 signatures)
151	Emerson Redzepi		

Appendix D Document list

	Date 2022	Description	Presented by
1	27 Apr	Directions Hearing letter	PPV
2	13 May	Directions and timetable	PPV
3	18 May	Map of Submitters	Darebin Council
4	20 May	Timetable and distribution list – version 2	PPV
4a	20 May	PPV MS Teams Guide v2	PPV
5	23 May	Examples of properties in the SBO	Mr Berra
6	26 May	Clause 72.04 HO Exemptions Incorporated Document - tracked changes	Darebin Council
7	26 May	Timetable and distribution list – version 3	PPV
8	30 May	Timetable and distribution list – version 4	PPV
9	1 June	Council Part A Submission	Darebin Council
10	1 June	Expert witness statement of Anthony Hemingway	Darebin Council
11	3 June	Thornbury Park Estate Precinct Heritage Study Nov 2021	Darebin Council
12	6 June	Adjournment request from Mr Vascotto	Mr Vascotto
13	6 June	Council Part B Submission	Darebin Council
14	6 June	Adjournment request from Ms Maguire and Mr Elser	Ms Maguire
15	6 June	Letter regarding adjournment requests and timetable – version 5	PPV
16	6 June	Council response regarding circulation of Hip v Hype model	Darebin Council
17	7 June	Response from Mr Berra to Panel letter dated 6 June	Mr Berra
18	7 June	Response from Council supporting adjournment request	Darebin Council
19	7 June	Email advising an adjournment of the Hearing and further Directions Hearing	PPV
20	10 June	Further Directions and timetable (version 6)	PPV
21	14 June	Letter filing modelling data	Darebin Council
22	14 June	Case 1 - Original	Darebin Council
23	14 June	Case 1 - Minor Renovation	Darebin Council
24	14 June	Case 2 - Original	Darebin Council
25	14 June	Case 2 - Major Renovation	Darebin Council
26	14 June	Case Study One As Is Dimensions	Darebin Council
27	14 June	Case Study One Minor Renovation Dimensions	Darebin Council
28	14 June	Case Study One Renovated 3.5kW North WoH Report	Darebin Council

	Date 2022	Description	Presented by
29	14 June	Case Study One Renovated 4.8kW North WoH Report	Darebin Council
30	14 June	Case Study Two As Is Dimensions	Darebin Council
31	14 June	Case Study Two Major Renovation Dimensions	Darebin Council
32	19 June	Follow up questions regarding modelling data	Mr Vascotto
33	23 June	Letter filing amended submitter map	Darebin Council
34	23 June	Amended submitter map	Darebin Council
35	26 June	Further letter from Paul Vascotto	Mr Vascotto
36	29 June	Part C Submission - Council's Response to Panel's questions	Darebin Council
37	29 June	HVH Memo	Darebin Council
38	4 July	Frank Berra - Submission	Mr Berra
39	5 July	Paul Vascotto and Ana Rachman - Presentation (1 of 2)	Mr Vascotto
40	5 July	Paul Vascotto and Ana Rachman - Presentation (2 of 2)	Mr Vascotto
41	5 July	Paul Vascotto and Ana Rachman - Submission	Mr Vascotto
42	7 July	Brett Esler - Submission	Mr Elser
43	7 July	Brett Esler - Letter from Melbourne Water	Mr Elser
44	7 July	Brett Esler - Survey Plan of 62 Keon Street	Mr Elser
45	7 July	Catherine Maguire - Submission	Ms Maguire
46	7 July	Catherine Maguire - Carter Grange Letter	Ms Maguire
47	7 July	Catherine Maguire - Letter from Alex Slater	Ms Maguire
48	7 July	Catherine Maguire - Initial calculations for proposed PassivHaus at 62 Keon Street	Ms Maguire
49	7 July	Catherine Maguire - Edge Environment – Energy efficient dwellings – Can embodied energy spoil the story	Ms Maguire
50	7 July	Catherine Maguire - Nature Climate Change -Detection of continental-scale intensification of rainfall - Guerreiro et al 2018	Ms Maguire
51	12 July	Hemmingway Supplementary Statement	Darebin Council
52	12 July	Steve Joyce Slides	Mr Joyce
53	12 July	Steve Joyce Notes	Mr Joyce
54	12 July	Hemmingway Witness Statement – Last page (omitted from previous version)	Darebin Council
55	12 July	Stephen Carbone Notes	Mr Carbone
56	13 July	Extract from Darebin Webpage re: internal controls for significant properties	Mr Vascotto
57	13 July	62 Keon Submission	Ms Maguire

	Date 2022	Description	Presented by
58	13 July	Community consultation questions	Mr Vascotto
59	13 July	Response to community consultation questions	Mr Vascotto
60	13 July	Embodied Energy Master	Mr Vascotto
61	13 July	Condensation Master	Mr Vascotto
62	13 July	Robin Harper Submission	Ms Harper
63	13 July	Council Meeting Agenda 26 April 2021	Darebin Council
64	13 July	Email regarding condensation management and interstitial condensation	Ms Maguire
65	25 July	Thornbury Park Estate Heritage - period Map	Darebin Council
66	2 August	Email regarding property data	Darebin Council
67	2 August	Email requesting property data of non-contributory properties	PPV
68	8 August	Email with property data	Darebin Council

Planning and Environment Act 1987

DAREBIN PLANNING SCHEME

AMENDMENT C191dare

EXPLANATORY REPORT

Who is the planning authority?

This amendment has been prepared by the Darebin City Council, who is the planning authority for this amendment.

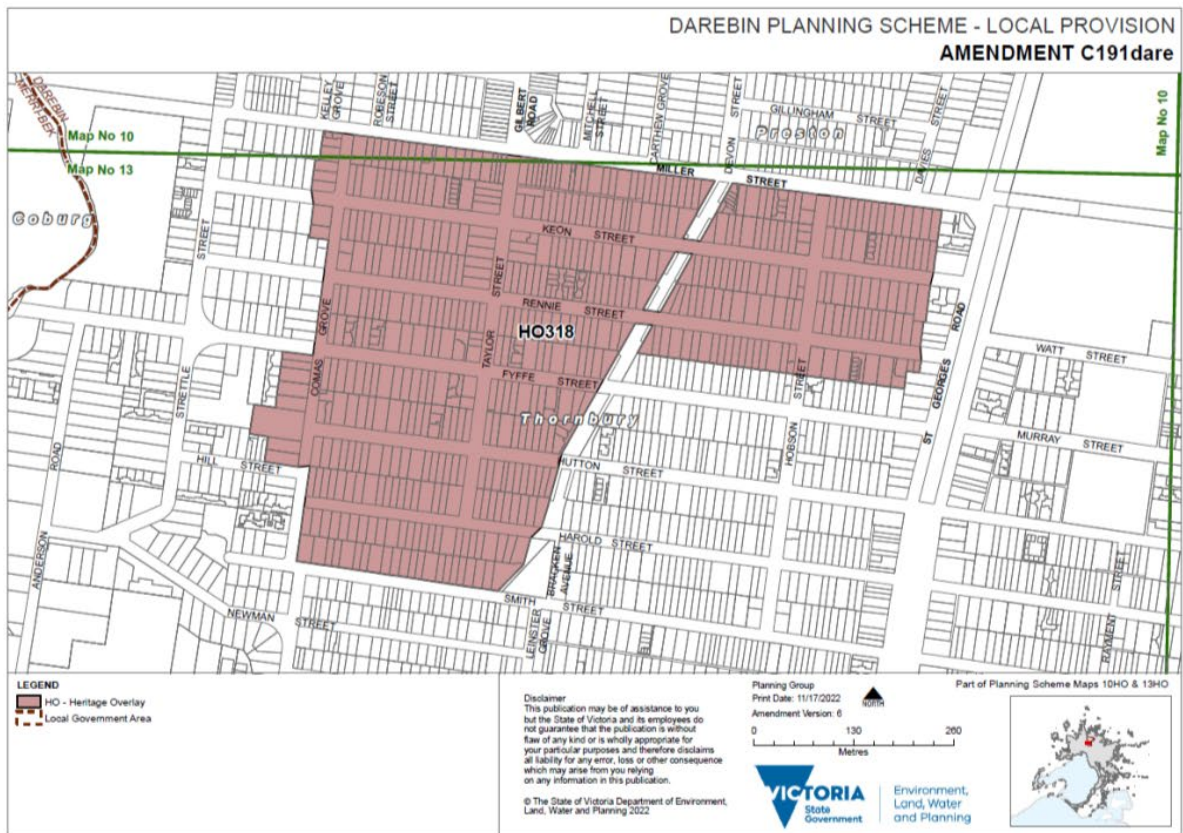
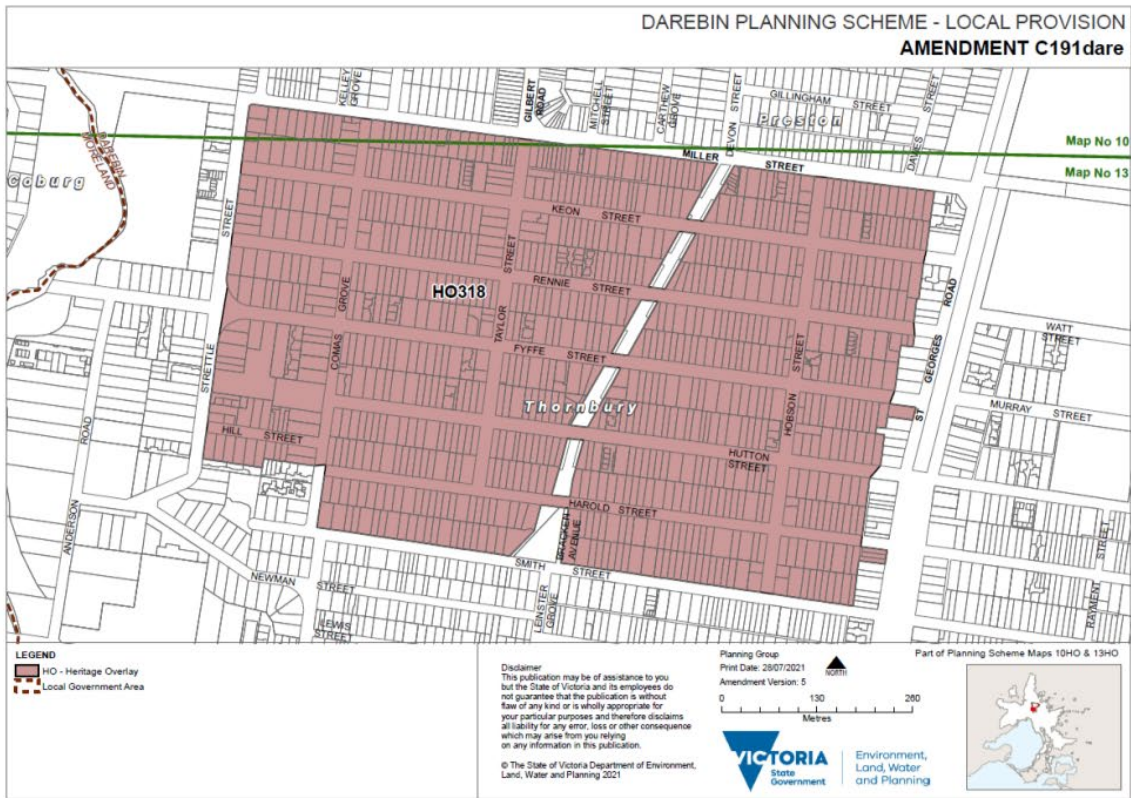
The amendment has been made at the request of Darebin City Council.

Land affected by the amendment

The amendment applies to ~~4052-599~~ properties in Thornbury, as shown in Map 1, which together form a precinct referred to as the Thornbury Park Estate.

The amendment applies to individual properties at the following addresses:

- ~~27-29A - 67-43 and 55 - 67~~ Comas Grove, Thornbury and 34 – 64 Comas Grove, Thornbury
- ~~4-59 – 10745~~ Fyffe Street, Thornbury and ~~2-60 – 132-108~~ Fyffe Street, Thornbury
- ~~75-133~~ – 177 Harold Street, Thornbury and ~~96-164~~ – 214 Harold Street, Thornbury
- ~~1 (1D and 1E) – 15 Hill St, Thornbury and 2B and 2C-12~~ Hill Street Thornbury
- ~~19 and~~ 25 Hobson St, Thornbury ~~and 2-10 Hobson St Thornbury~~
- ~~40108-~~ 158 Hutton St, Thornbury and ~~87145A-~~197 Hutton St, Thornbury
- 1A – ~~133-117~~ Keon St, Thornbury and 2-~~144-128~~ Keon St, Thornbury
- 21 -~~187205~~ Miller St, Thornbury
- 1 -135 Rennie St, Thornbury and 2A -~~148-106~~ Rennie St, Thornbury
- ~~90152-~~192 Smith St, Thornbury
- ~~455 – 459 and 499 St Georges Road, Thornbury 9-41 Strettle St, Thornbury~~
- 1-19 Taylor St, Thornbury and 2-8 Taylor St, Thornbury



Map 1 –Darebin C191 Part of Map10HO and 13HO Exhibition

What the amendment does

The Amendment proposes to implement the recommendations of the Thornbury Park Estate Precinct (*RBA Architects and Conservation Consultants, 2021/2022*) by applying the Heritage Overlay (HO318) to Thornbury Park Estate heritage precinct.

Specifically, the Amendment makes the following changes to the Darebin Planning Scheme:

1. Amends the Schedule to Clause 43.01 (Heritage Overlay) and Planning Scheme Map 10HO and 13HO to apply the Heritage Overlay (HO318) to land within the Thornbury Park Estate precinct, and to remove the interim Heritage Overlay (where not removed earlier from land within the Estate not proposed for permanent heritage controls).
2. Amends the Schedule to Clause 72.04 (Documents Incorporated in this Planning Scheme) to include the updated incorporated document *City of Darebin heritage study Incorporated Plan – Permit exemptions (2011, amended 2021/2022)* and include *ThornburyPark Estate Precinct Statement of Significance, July 2021/2022.*
3. Amends the Schedule to Clause 72.08 (Background documents) to reference Thornbury Park Estate Precinct (*RBA Architects and Conservation Consultants, 2021/2022*)

Strategic assessment of the Amendment

Why is the Amendment required?

In accordance with the Planning Policy Framework (PPF), it is State policy to ensure the conservation of heritage significant places. To do this, places, buildings and objects must be identified, assessed and documented as places of natural and cultural heritage significance, as a basis for their inclusion in Victorian planning schemes.

Darebin City Council has an obligation to conserve and protect Darebin's cultural and built heritage. To do this Council undertakes heritage reviews and gap studies to investigate the significance of places

and the appropriateness of their protection via a Heritage Overlay, and subsequent inclusion in the Darebin Planning Scheme. This is consistent with the Darebin Council Plan (2021-2025) to protect valued neighbourhood character. The planning scheme is the most appropriate means of protecting heritage places and achieving the desired outcome.

The amendment proposes to implement the recommendations of the Thornbury Park Estate Precinct (*RBA Architects and Conservation Consultants, 2021/2022*). This study provides strategic justification to support the amendment. The desired outcome will be to formally protect places of local heritage significance in the Darebin Planning Scheme and ensure new development, whether contributory or non-contributory dwelling, does not affect the significance of the heritage precinct/place. This aligns with the purpose of the Heritage Overlay.

The amendment will ensure that a planning permit is required for demolition and a range of buildings and works to ensure the heritage significance is protected. Any proposal will then be able to be assessed by Council having regard to the purpose and decision guidelines of the Planning Policy Framework and Heritage Overlay. Planning permit exemptions for minor works not deemed to impact the heritage values are outlined in the *City of Darebin Heritage study Incorporated Plan – Permit exemptions (2011, amended 2021/2022)*

Various structural improvements were made to the Schedule to the Heritage Overlay as part of Amendment VC148. These changes enable a statement of significance to be listed and incorporated to assist decision making.

The amendment makes use of these new provisions by listing the *Thornbury Park Estate Precinct Statement of Significance, July 2021-2022* in the Schedule to the Heritage Overlay and incorporating the document in the Schedule to Clause 72.04.

How does the Amendment implement the objectives of planning in Victoria?

The amendment implements the following objectives of planning in Victoria, under Section 4 of the *Planning and Environment Act 1987*:

- *To provide for the fair, orderly, economic and sustainable use, and development of land.*
- *To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.*
- *To balance the present and future interests of all Victorians.*
- *To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria*
- *To facilitate development in accordance with the objectives outlined above.*

The amendment implements these objectives by applying the Heritage Overlay to the Thornbury Park Estate heritage precinct to protect heritage places in the City of Darebin.

How does the Amendment address any environmental, social and economic effects?

The amendment is expected to have a positive environmental impact by protecting places of historic significance and thereby supporting the reuse of existing building stock.

The amendment is also expected to have positive social effects by ensuring future development responds to the heritage significance of the precinct, so it can be appreciated by future generations.

The amendment is not expected to have significant economic impacts, although it may impose some additional costs on the owners or developers of affected properties as a planning permit will be required for most buildings and works due to the application of the heritage overlay. The Heritage Overlay does not prohibit development, but instead requires the significance of a place to be considered when assessing applications. These impacts are offset by the benefit to the community provided through the protection of heritage places over many generations.

Further, planning permit exemptions for minor works triggered by the Heritage Overlay are included and updated in the Incorporated Plan.

Does the Amendment address relevant bushfire risk?

The municipal area of Darebin does not have any designated bushfire prone areas.

Does the Amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment is consistent with the Ministerial Direction on the Form and Content of Planning Schemes under Section 7(5) of the Act.

The amendment is consistent with Ministerial Direction No.9 – Metropolitan Strategy pursuant to Section 12 of the Act, that requires planning authorities to have regard to the Metropolitan Strategy (Plan Melbourne).

The amendment is consistent with Direction 4.4 of Plan Melbourne: Respect Melbourne's heritage as we build for the future. The amendment is consistent with this direction as it proposes to make minor changes to enable the Planning Scheme to continue to guide appropriate development in the municipality, and that the built heritage of the municipality is maintained.

The amendment is consistent with Ministerial Direction No.11 – Strategic Assessment of Amendments, as the requirements of this direction have been followed in the preparation of this amendment.

How does the Amendment support or implement the Planning Policy Framework and any adopted State policy?

The amendment supports the following aspects of the Planning Policy Framework.

(PPF): *Clause 15.03-1S Heritage Conservation:*

Objective: To ensure the conservation of places of heritage significance.

Strategies: Identify, assess and document places of natural or cultural heritage significance as a basis of their inclusion in the planning scheme.

Provide for the conservation and enhancement of those places that are of aesthetic, archaeological, architectural, cultural, scientific or social significance.

Encourage appropriate development that respects places with identified heritage values. Retain those elements that contribute to the importance of the heritage place.

Encourage the conservation and restoration of contributory elements of a heritage place. Ensure an appropriate setting and context for heritage places is maintained or enhanced.

The amendment ensures that the policy direction for heritage conservation can be met through the identification, assessment and protection of heritage places within Darebin. The protection of properties through the application of a heritage precinct will encourage appropriate development and the conservation and restoration of contributory elements of these places.

In addition, the PPF requires Council as responsible authority to balance conflicting objectives in favour of net community benefit and sustainable development, for the benefit of present and future generations. The amendment seeks to achieve this net community benefit by ensuring places with heritage values are conserved through inclusion in the heritage overlay, for present and future generations.

How does the Amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

The amendment supports the Planning Policy Framework at Clause 15 (Built Environment and Heritage) and Clause 15.03-1S (Heritage Conservation).

Objective

- *To ensure the conservation of places of heritage significance.*

Strategies

- *Identify, assess and document places of natural and cultural heritage significance as a basis for their inclusion in the planning scheme.*
- *Provide for the conservation and enhancement of those places that are of aesthetic, archaeological, architectural, cultural, scientific or social significance.*
- *Encourage appropriate development that respects places with identified heritage values.*
- *Retain those elements that contribute to the importance of the heritage place.*
- *Encourage the conservation and restoration of contributory elements of a heritage place. Ensure appropriate setting and context for heritage places is maintained or enhanced.*

The amendment will assist in the implementation of Clause 21.02-4 (Heritage) within the Local Planning Policy Framework of the Darebin Planning Scheme.

In respect to this clause, the amendment supports and is consistent with:

Objective 1 - Heritage Places and Areas – ensuring that places of heritage significance are conserved and enhanced.

Strategies: Discourage demolition or relocation of locally significant heritage buildings.

Encourage appropriate use of heritage places in keeping with heritage significance.

The amendment implements state and local planning policy as it has identified and assessed Thornbury Park Estate heritage precinct as having local cultural heritage significance and is proposing to apply the Heritage Overlay to ensure its protection.

The amendment will assist in conserving Darebin's built heritage while not significantly impacting upon the broader housing development objectives of the municipality.

How does the amendment support or implement the Municipal Planning Strategy?

Not applicable as a Municipal Planning Strategy has yet to be introduced into the Darebin Planning Scheme.

Does the Amendment make proper use of the Victoria Planning Provisions?

The amendment makes proper use of the Victoria Planning Provisions by utilising the Heritage Overlay to protect places of local heritage significance; an approach consistent with *Planning Practice Note 1 Applying the Heritage Overlay* and the Ministerial Direction - The Form and Content of Planning Schemes.

How does the Amendment address the views of any relevant agency?

The views of the Department of Environment, Land, Water and Planning have been sought in the preparation of this amendment.

Does the Amendment address relevant requirements of the Transport Integration Act 2010?

The requirements of the Transport Integration Act 2010 apply where an amendment is likely to have a significant impact on the transport system.

This amendment makes changes to heritage controls applying to places of cultural heritage significance and is not expected to have any impact upon the objectives, strategies and decision-making principles of the *Transport Integration Act 2010*.

Resource and administrative costs

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The amendment will increase the number of sites subject to the provisions of the Heritage Overlay, therefore potentially resulting in more planning applications. The anticipated increase in planning applications is not expected to have a significant impact on resourcing and administrative costs.

Where you may inspect this Amendment

The amendment can be inspected free of charge at the Darebin City Council website www.darebin.vic.gov.au/haveyoursay

The amendment is available for public inspection, free of charge, during opening hours at the following places:

- City of Darebin (Planning Counter), 274 Gower Street, Preston
- Northcote Library, 32/38 Separation Street Northcote

The amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at www.planning.vic.gov.au/public-inspection.

Submissions

~~Any person who may be affected by the amendment may make a submission to the planning authority. Submissions about the amendment must be received by 17 September 2021~~

~~Written submissions can be made via email to: planningservices@darebin.vic.gov.au or mail to:~~

~~Darebin City Council
Strategic Planning
Amendment C191dare
PO Box 91
Preston, VIC 3072~~

Panel hearing dates

~~In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:~~

- ~~Directions Hearing: To commence in the week of Monday 13 December 2021~~
- ~~Panel hearing: To commence in the week of Monday 17 January 2022~~

*Planning and Environment Act 1987***DAREBIN PLANNING SCHEME****AMENDMENT C191****INSTRUCTION SHEET**

The planning authority for this amendment is the Minister for Planning.

The Darebin Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of 2 attached map sheet.

Overlay Maps

1. Amend Planning Scheme Map No 10HO and 13HO in the manner shown on the 1 attached map marked "Darebin Planning Scheme, Amendment C191".

Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

2. In **Overlays** – Clause 43.01, replace the Schedule with a new Schedule in the form of the attached document.
3. In **Operational Provisions** – Clause 72.04, replace the Schedule with a new Schedule in the form of the attached document.
4. Clause 72.08, replace the Schedule with a new Schedule in the form of the attached document.

End of document

DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO74	Bundoora Park Homestead 7-27 Snake Gully Drive, Bundoora	-	-	-	Yes	-	Yes Ref No H1091	Yes	No
HO175	Former Little Sisters of the Poor Home for the Aged 104 – 112 St Georges Road, Northcote	-	-	-	Yes	-	Yes Ref No H1950	Yes	No
HO313	Yan Yean Water Supply System Northcote, Preston, Reservoir The heritage place includes: Part HO163 Northcote-Merri Precinct; and Part HO171 Regent G.E. Robinson Park	-	-	-	Yes	-	Yes Ref No H2333	No	No
HO314	Maroondah Water Supply System (Upper and Central Sections) Reservoir	-	-	-	Yes	-	Yes Ref No H2381	No	No
	LOCAL OVERLAYS								
	Precincts:								
HO167	Alphington Area bounded by Clive Street and Miller Street, north of Heidelberg Road to the Railway line	No	No	No	Yes	No	No	No	No
HO297	Broomfield Avenue Precinct 2-52 and 3-45 and 495 (Park); 509 and 515 Broomfield Avenue; Heidelberg Road, Alphington Incorporated plan:	No	No	Yes - Street trees and Bloomfield Park	Yes	No	No	No	No

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	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)								
HO96	Area bounded by St George's Road, Hawthorn Road, Hartington Street, Northcote	Yes	No	No	Yes	No	No	No	No
HO97	Area bounded by Herbert Street, James Street, Butler Street, Bastings Street, Eastment Street, Hawthorn Road, Separation Street & Prospect Grove, Northcote	Yes	No	No	Yes	No	No	No	No
HO98	Area bounded by Langwells Parade, Right of Way, Hunter Street & High Street, Northcote	Yes	No	No	Yes	No	No	No	No
HO99	Dally Street, Northcote	Yes	No	No	Yes	No	No	No	No
HO100	Area bounded by Clarke Street, Charles Street, Merri Parade, High Street, Northcote	Yes	No	No	Yes	No	No	No	No
HO101	Area bounded by High Street, Union Street, Westgarth Street, Northcote	Yes	No	No	Yes	No	No	No	No
HO102	Area bounded by High Street, Westgarth Street, Urquhart Street, Northcote	Yes	No	No	Yes	No	No	No	No
HO105	Robbs Parade, Northcote	Yes	No	No	Yes	No	No	No	No
HO160	Northcote - Township Area bounded by Westgarth Street, East Street, Cunningham Street, Walker Street, Ross Street, Urquhart Street, High Street and Merri Creek	No	No	No	Yes	No	No	No	No



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HO161	Northcote - Westgarth Area bounded by Clarke Street, Roberts Street, Simpson Street, South Crescent, Westgarth Street, High Street, Jackson Street, Tobin Avenue, Pearl Street, Timmins Street and Bridge Street	No	No	No	Yes	No	No	No	No
HO162	Northcote - Rucker's Hill Area bounded by Clarke Street, Waterloo Road, Ilma Grove, High Street, Separation Street, James Street, Herbert Street, Turnbull grove, Eastment Street and Helen Street	No	No	No	Yes	No	No	No	No
HO163	Northcote – Merri Area bounded by St. George's Road, Westbourne Grove, Park Street and Gordon Grove	No	No	No	Yes	No	No (part Ref No H2333 refer HO313)	No	No
HO164	Northcote - Clarke Street North and south sides of Clarke Street, west of St. George's Road to Merri Creek	No	No	No	Yes	No	No	No	No
HO165	Northcote – Sumner Estate Area bounded by Auburn Avenue, Sumner Avenue, St. George's Road and Winifred Street	No	No	No	Yes	No	No	No	No
HO166	Northcote - Croxton Area bounded by Arthurton Road, Scott Street, Gladstone Avenue, Railway Parade, and St. George's Road	No	No	No	Yes	No	No	No	No
HO173	Newmarket Street	No	No	No	Yes	No	No	No	No

DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
	Area bounded by Clarke Street, Brooke Street and includes all properties in Newmarket Street								
HO298	Gladstone Avenue Precinct 1-35 & 2-46 Gladstone Avenue Northcote Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO95	HCV Newlands Estate, Elizabeth Street, Preston.	Yes	No	No	Yes	No	No	No	No
HO103	Kelley Grove, Preston	Yes	No	No	Yes	No	No	No	No
HO104	Collins Street, Preston	Yes	No	No	Yes	No	No	No	No
HO168	Preston Tramway Area bounded by Oakover Road, Gillingham Street, Davies Street and Devon Street	No	No	No	Yes	No	No	No	No
HO169	Preston State School Area bounded by Orient Grove, Oakover Road, Etnam Street and Scotia Street	No	No	No	Yes	No	No	No	No
HO182	<i>Preston, Bruce Street</i> 9-25 Bruce Street, 2-8 Herbert Street, & 17 Mary Street, Preston Incorporated plan: Preston Residential Heritage Precincts Permit Exemptions	No	No	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

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HO183	<i>Preston, 'Heart of Preston' precinct</i> 8-42 & 9-43 William Street, Preston Incorporated plan: Preston Residential Heritage Precincts Permit Exemptions	No	No	No	Yes	No	No	No	No
HO184	<i>Preston Mary Street precinct</i> 5-15 & 26-36 Mary Street, Preston Incorporated plan: Preston Residential Heritage Precincts Permit Exemptions	No	No	No	Yes	No	No	No	No
HO185	<i>Preston Spencer Street precinct</i> 1-23 & 8-18 Spencer Street, Preston Incorporated plan: Preston Residential Heritage Precincts Permit Exemptions	No	No	No	Yes	No	No	No	No
HO186	<i>Preston War Service Homes precinct</i> 17-25 & 18-28 Arthur Street, 27-37 Bruce Street, 1-9 & 10-16 Herbert Street and 76-84A St Georges Road, Preston Incorporated plan: Preston Residential Heritage Precincts Permit Exemptions	No	No	No	Yes	No	No	No	No
HO170	Bell Railway Area bounded by Garnet Street, Showers Street, west of High Street to the Railway line	No	No	No	Yes	No	No	No	No
HO299	Carlisle Street Precinct	No	No	No	Yes	No	No	No	No

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	42-46, 52-56 & 62-64 Carlisle Street, Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)								
HO300	Garnet Street Houses 7-17 & 16 Garnet Street, Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO301	High Street Preston 274-288 & 317-341 High Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO302	Larne Grove & Roxburgh St Precinct 1-31 & 4-26 Larne Gve, 1-23 & 2-24 Roxburgh St, 23-33 Dundas St & 30-36 Milton Cres, Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO303	Livingstone Parade Precinct	No	No	No	Yes	No	No	No	No



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	1 -9 & 6-24 Livingstone Parade Preston, 8 & 10 South Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)								
HO304	Milton Crescent Precinct 6-12 & 5-11 Milton Crescent Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021)	No	No	No	Yes	No	No	No	No
HO305	Plenty Road Precinct 85-107, 131-141 & 126-134 Plenty Road Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO171	Regent G.E. Robinson Park Area bounded by King William Street, Down Street, Garden Street and High Street	No	No	No	Yes	No	No (part Ref No H2333 refer HO313)	No	No
HO172	Preston Oakhill Avenue Area bounded by Tyler Street, Oakhill Avenue, Capp Street, Xavier Grove, Mc Ivor Street, Southernhay Street, McCarten Street, King William Street and Joffre Street	No	No	No	Yes	No	No	No	No



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HO306	Edgar Street Precinct 2-18 Edgar Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO307	High Street Reservoir 658-694 & 763-793 High Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO308	Queen Street Precinct 1-27, 41-49 & 2-58 Queen Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO309	High Street, Thornbury 732-848 & 827-927 High Street Thornbury Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO310	Plow Street Precinct	No	No	No	Yes	No	No	No	No



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	1-31 & 2-30 Plow Street Thornbury Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)								
HO311	Rossmoyne Street Precinct 43-67 & 50-78 Rossmoyne Street Thornbury Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO181	Woolton Avenue, 55-67 & 52-60 Woolton Avenue, Thornbury	No	No	No	Yes	No	No	No	No
HO295	Whittlesea Railway Precinct Arthurton Road, Merri parade Northcote, Normanby Avenue Thornbury, Bell Street, Murray Road Preston High Street, Regent Street Reservoir. Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO315	Fairfield Village Heritage Precinct Railway Place, Fairfield Railway Station and reserve, Wingrove Street and Station Street, Fairfield Incorporated plan:	Yes	No	Yes - Two palm trees on the railway reserve	Yes	No	No	No	No



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	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)								
HO318 Interim Control Expiry Date: 2024 2023	<p>Thornbury Park Estate Precinct*</p> <p>Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)</p> <p>Statement of significance: Thornbury Park Estate Precinct Statement of Significance 2022</p>	No	No	No	Yes	No	No	No	No
	Individual Items:								
	Alphington								
HO187	Clifton Bridge Yarana Road (Darebin Parklands), Alphington	No	No	No	Yes	Yes	No	No	No
	Bundoora								
HO111	Former Larundel Hospital Complex	Yes	No	No	Yes	No	No	Yes	No
HO107	Hugh Linaker's Cottage, Larundel	Yes	No	No	Yes	No	No	Yes	No
HO108	Idiot Block, Farm Workers Block, and Idiot Cottages, Larundel (Kingsbury)	Yes	No	No	Yes	No	No	Yes	No
HO188	Preston General Cemetery, 900 Plenty Road Bundoora	No	No	Yes	Yes	No	No	No	No
	Fairfield								
HO1	1-3 Abbott Street, Fairfield (House)	Yes	No	No	Yes	No	No	No	No
HO2	17-19 Arthur Street, Fairfield (House & Shop)	Yes	No	No	Yes	No	No	No	No

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HO3	35 Arthur Street, Fairfield (House)	Yes	No	No	Yes	No	No	No	No
HO112	92-96 Arthur Street, Fairfield (Post Office)	Yes	No	No	Yes	No	No	Yes	No
HO6	51 Austin Street, Fairfield (House)	Yes	No	No	Yes	No	No	No	No
HO7	59 Austin Street, Fairfield(House)	Yes	No	No	Yes	No	No	No	No
HO8	Former St Anthony's Presbytery 59 Austin Street, Fairfield	Yes	No	No	Yes	No	No	Yes	No
HO34	12 Hanslope Avenue, Fairfield (House)	Yes	No	No	Yes	No	No	No	No
HO125	Merri Creek Bridge, Heidelberg Road, Fairfield	Yes	No	No	Yes	No	No	No	No
HO35	Centenary Dairy Complex 181-187 Heidelberg Rd, Fairfield	Yes	No	No	Yes	No	No	Yes	No
HO36	Grandview Hotel 429 Heidelberg Rd, Fairfield	Yes	No	No	Yes	No	No	Yes	No
HO37	457 Heidelberg Road, Fairfield (House)	Yes	No	No	Yes	No	No	No	No
HO316	St Andrew's Alphington and Fairfield Uniting Church, 85-87 Gillies Street, Fairfield Incorporated document City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	Yes	Yes	No	Yes	No	No	No	No
HO38	Uniting (Former Methodist) Church complex, 797-809 Heidelberg Road, Alphington	Yes	No	No	Yes	No	No	No	No



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HO39	Hills View (former), 849-851, Heidelberg Road, Alphington	Yes	No	No	Yes	No	No	Yes	No
HO189	Fairfield Primary School No. 2711 1-5 & 176-206 Langridge Street & Wingrove Street, Fairfield	Yes	No	Yes - Moreton Bay Fig and Pepper trees	Yes	No	No	No	No
HO75	2 Rowe Street, Fairfield (House & Canary Island Palm-"Phoenix Canariensis")	Yes	No	Yes	Yes	No	No	No	No
HO78	31 Station Street, Fairfield (House)	Yes	No	No	Yes	No	No	No	No
HO79	36 Station Street, Fairfield (House)	Yes	No	No	Yes	No	No	No	No
HO80	43 Station Street, Fairfield (House)	Yes	No	No	Yes	No	No	No	No
HO154	61 Station Street, Fairfield	Yes	No	No	Yes	No	No	No	No
HO190	St Paul's Anglican Church and Organ 88E Station Street Fairfield	No	Yes	No	Yes	No	No	No	No
	Macleod								
HO62	Paying Patients Ward, Former Mont Park Hospital, Former Mont Park Hospital	Yes	No	No	Yes	No	No	Yes	No
HO64	Laundry Workers Block, Former Mont Park Hospital	Yes	No	No	Yes	No	No	Yes	No
HO66	Hospital Block, Former Mont Park Hospital	Yes	No	No	Yes	No	No	Yes	No
HO109	Female Convalescent Ward, Mont Park	Yes	No	No	Yes	No	No	Yes	No
	Northcote								

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HO4	5 Auburn Avenue, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO5	8 Auburn Avenue, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO9	46 Bastings Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO113	58 Bastings Street, Northcote (House & Shop)	Yes	No	No	Yes	No	No	No	No
HO10	Anglican Church 1-3 Bayview Street, Northcote	Yes	No	No	Yes	No	No	Yes	No
HO11	13 Bayview Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO114	135 Bent Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO115	42 Bower Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO12	16-20 Candy Street, Northcote (Row Houses)	Yes	No	No	Yes	No	No	No	No
HO116	12-16 Christmas Street, Northcote (Houses)	Yes	No	No	Yes	No	No	No	No
HO117	41-45 Christmas Street, Northcote (Houses)	Yes	No	No	Yes	No	No	No	No
HO13	5-11 Clarke Street, Northcote (Row Houses)	Yes	No	No	Yes	No	No	No	No
HO14	106 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO118	108-110 Clarke Street, Northcote (Houses)	Yes	No	No	Yes	No	No	No	No
HO15	107-109 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No

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HO119	127 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO16	151 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO17	155 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO120	157 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO18	178 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO20	212 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO21	215 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO22	219 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO23	224 Clarke Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO25	47 Cunningham Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO26	85 Cunningham Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO28	92 Dennis Street, Northcote (House)	Yes	No	No	Yes	No	No	Yes	No
HO121	33 Derby Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No

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HO180	Former Joshua Pitt tannery 52-60 Gadd Street, Northcote 1. 1907 Drying House 2. 1925 Drying House annex 3. remnant chimney	No	Yes – 1907 Drying house only	No	Yes	No	No	No	No
HO40	Helen Street Primary School, Northcote	Yes	No	No	Yes	No	No	Yes	No
HO126	12-18 Helen Street Northcote (Houses)	Yes	No	No	Yes	No	No	No	No
HO41	Former Wesleyan Manse, Helen Street (lot 1, TP845679E), Northcote	Yes	No	No	Yes	No	No	No	No
HO42	74-76 Herbert Street, Northcote (Houses)	Yes	No	No	Yes	No	No	No	No
HO127	Merri Creek Bridge, High Street Northcote	Yes	No	No	Yes	No	No	No	No
HO43	136-144 High Street, Northcote (Houses & Shops)	Yes	No	No	Yes	No	No	Yes	No
HO129	329 High Street, Northcote (Shop & House)	Yes	No	No	Yes	No	No	Yes	No
HO130	466-468 High Street, Northcote (Shops & Houses)	Yes	No	No	Yes	No	No	Yes	No
HO44	RSL Hall 496 High Street, Northcote	Yes	No	No	Yes	No	No	Yes	No
HO131	509-513 High Street, Northcote (Shops & Houses)	Yes	No	No	Yes	No	No	Yes	No
HO192	Baptist Church 540-542 High Street Northcote	No	No	No	Yes	No	No	No	No

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HO132	581-599 High Street, Northcote (Shops & Houses)	Yes	No	No	Yes	No	No	Yes	No
HO133	607-617 High Street, Northcote (Croxtton Park Hotel)	Yes	No	No	Yes	No	No	Yes	No
HO52	25 Jackson Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO53	Presbyterian Church & Hall 40-42 James Street, Northcote	Yes	No	No	Yes	No	No	Yes	No
HO177*	Former Northcote police station 43 James Street, Northcote. Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	Yes	Yes	No	Yes	No	No	Yes	No
HO54	36 James Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO55	51 James Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO56	57 James Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO57	68 James Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO58	69 James Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO140	34 Jenkins Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO141	36 Jenkins Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO193	Former Ensign Dry Cleaning 24 Leinster Grove Northcote	No	Yes	No	Yes	No	No	No	No
HO142	1-3 Leonard Street, Northcote (Houses)	Yes	No	No	Yes	No	No	No	No



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HO69	3 McLachlan Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO70	4-4a McLachlan Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO71	5 McLachlan Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO72	11 McLachlan Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO145	18 Mitchell Street, Northcote (Primitive Methodist Church, now Salvation Army Hall)	Yes	No	No	Yes	No	No	Yes	No
HO146	70 Mitchell Street, Northcote Shop (former) and residence	Yes	No	No	Yes	No	No	No	No
HO147	76-82 Mitchell Street, Northcote (Houses)	Yes	No	No	Yes	No	No	No	No
HO191	Reserve - Johnson Park 12 Palmer Street Northcote	No	No	Yes	Yes	No	No	No	No
HO194	Northcote Cemetery 143 Separation Street Northcote	No	No	Yes - Italian Cypress	Yes	No	No	No	No
HO195	Northcote High School 19-29 St Georges Road Northcote	No	No	Yes	Yes	No	No	No	No
HO196	Reserve - Merri Park 33 St Georges Road Northcote	No	No	No	Yes	No	No	No	No
HO77	140 St George's Road, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO155	1 Thomson Street Northcote (Shop & House)	Yes	No	No	Yes	No	No	No	No

DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO156	9-15 Union Street, Northcote (Houses)	Yes	No	No	Yes	No	No	No	No
HO82	26 Urquhart Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO83	44 Urquhart Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO85	1-3 Walker Street, Northcote (Duplex Dwellings)	Yes	No	No	Yes	No	No	No	No
HO86	7 Walker Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO87	Former Police Station 24 Walker Street, Northcote	Yes	No	No	Yes	No	No	Yes	No
HO88	34 Walker Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO89	45 Walker Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO90	3 Wardrop Grove, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO197	Reserve - Oldis Gardens and Northcote Cricket Ground Westgarth Street Northcote	No	No	Yes	Yes	No	No	No	No
HO157	74 Waterloo Road, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO91	127 Westgarth Street, Northcote (House)	Yes	No	No	Yes	No	No	No	No
HO158	153 Westgarth Street, Northcote (House, St. Helens)	Yes	No	No	Yes	No	No	No	No
	Preston								
HO198	Howard Park 172 Albert Street Preston	Yes	No	No	Yes	No	No	No	No

DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
	Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)								
HO199	Sacred Heart Catholic Church complex (Church, Rectory, Hall, School) 322 Bell Street Preston, 4-6 Clifton Grove & 89 David Street, Preston	Yes	Yes - church only	No	Yes	No	No	No	No
HO200	Preston Masonic Centre 382-4 Bell Street Preston	No	No	No	Yes	No	No	No	No
HO201	House 392 Bell Street Preston	No	No	No	Yes	No	No	No	No
HO202	Former BP Service Station 548 Bell Street Preston	Yes	No	No	Yes	No	No	No	No
HO203	House 634 Bell Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO204	House (Balleer) 648 Bell Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO205	House 664 Bell Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	Yes - Canary Island Palm (Phoenix canariensis)	Yes	No	No	No	No
HO206	House (La Rocque) 82 Bruce Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO207	Former Stables 43 Carlisle Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO24	Preston Girls' High School Cooma Street Preston	Yes	No	No	Yes	No	No	Yes	No
HO208	Houses (Sandland family) 36 & 40 Cooper Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	Yes	Yes	Yes - Front Fence	No	No	No
HO209	House 93 Cramer Street Preston Incorporated plan:	No	No	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)								
HO210	Preston City Oval & Band Hall 11-21 Cramer Street Preston	No	No	Yes	Yes	No	No	No	No
HO27	Former Salvation Army Hall 61 David Street, Preston	Yes	No	No	Yes	No	No	Yes	No
HO30	Former Bacon Curing Factory cnr Dundas St & Plenty Rd, Preston	Yes	No	No	Yes	No	No	Yes	No
HO211	House 7 Eastwood Avenue Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No	No	No
HO31	Newlands State Primary School, 2-26 Murphy Street, Preston	Yes	No	No	Yes	No	No	Yes	No
HO32	HCV Bachelor Flats, 15-17 Eric Street, Preston	Yes	No	No	Yes	No	No	No	No
HO212	West Preston Progress Hall 523 Gilbert Road Preston	No	No	No	Yes	No	No	No	No
HO213	Houses 244-46 Gower Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No	No	No
HO214	Reg Parker sculpture (Untitled 8/73) 266 Gower Street Preston	Yes	No	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO215	Truby King Baby Health Centre 270 Gower Street Preston	No	No	No	Yes	No	No	No	No
HO216	Junction Hotel 2-4 High Street Preston	No	No	No	Yes	No	No	No	No
HO128	93-103 High Street, Preston (Howe Leather Factory)	Yes	No	No	Yes	No	No	Yes	No
HO217	Shops & residences 107-109 High Street Preston	No	No	No	Yes	No	No	No	No
HO218	Prince Alfred Hotel (former) & Shop 111-113 High Street Preston	No	Yes - staircase only	No	Yes	No	No	No	No
HO219	Fidelity Tent No. 75 of the Independent Order of Rechabites (former) 251-3 High Street Preston	No	No	No	Yes	No	No	No	No
HO220	Shop & residence 283 High Street Preston	No	No	No	Yes	No	No	No	No
HO221	Shops & residences 306-08 High Street Preston	Yes	No	No	Yes	No	No	No	No
HO50	Preston Town Hall & Municipal Offices 350 High Street, Preston	Yes	No	No	Yes	No	No	Yes	No
HO222	Shops 352-72 High Street Preston	No	No	No	Yes	No	No	No	No
HO223	Commonwealth Bank 374-76 High Street Preston	No	No	No	Yes	No	No	No	No
HO224	Metropolitan Fire Brigade - Preston (former) 378 High Street Preston	No	No	No	Yes	No	No	No	No

DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO225	All Saints Anglican Church complex 400 High Street Preston & 239 Murray Road Preston	Yes	Yes - church only	Yes - Bhutan Cypresses	Yes	No	No	No	No
HO226	Shop 435 High Street Preston	No	No	No	Yes	No	No	No	No
HO227	Shops 471-73 High Street Preston	No	No	No	Yes	No	No	No	No
HO228	J. Harvey Grocer (former) 626-628 High Street Preston	Yes	No	No	Yes	No	No	No	No
HO229	House (Prestonia) 10 Hotham Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO230	House (Crawford) 12 Hotham Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO231	Preston South Primary School No. 824 56B Hotham Street Preston	No	No	Yes	Yes	No	No	No	No
HO51	56-82 Hotham Street, Preston (Builders Terrace)	Yes	No	No	Yes	No	No	No	No
HO232	House (Rainhamville) 4 Hurlstone Avenue Preston Incorporated plan:	No	No	Yes - Canary Island Palm	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)								
HO234	House and Shop 65 Jessie Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No	No	No
HO235	House 65 May Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No	No	No
HO236	Miller Street Tramway Bridge Miller Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No (part Ref No H2031 refer HO144)	No	No
HO237	House 4 Mount Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No	No	No
HO238	Houses (Yarraberb & Leura) 7 & 9 Mount Street Preston	No	No	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
	Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)								
HO239	Preston West Primary School No. 3885 83 Murray Road Preston	No	No	Yes	Yes	No	No	No	No
HO179	House 418 Murray Road, Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	Yes	No	No	Yes	No	No	No	No
HO240	East Preston Tram Depot 211-243 Plenty Road Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO73	Bluestone Cottage & Shop 339 Plenty Road, Preston	Yes	No	No	Yes	No	No	Yes	No
HO241	Shops 519-541 Plenty Road Preston	No	No	No	Yes	No	No	No	No
HO242	House, garage & doctor's surgery (former) 572 Plenty Road Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	Yes	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO243	State Savings Bank of Victoria (former) 600-606 Plenty Road Preston	No	No	No	Yes	No	No	No	No
HO244	House 230 Raglan Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO245	Brickworks' Houses 227-45 & 259-63 Raglan Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO246	House 16 Regent Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO247	House (Cliveden) 18 Regent Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO248	House and Canary Island Palms 30 Regent Street, Preston	No	No	Yes - Canary Island Palms	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
	Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)								
HO249	Holy Name Catholic Primary School & Church 2-26 Robb Street Reservoir	Yes	Yes - church only	No	Yes	No	No	No	No
HO150	59B Roseberry Avenue, Preston (Preston Police Station)	Yes	No	No	Yes	No	No	Yes	No
HO174	66 Spring Street, Preston (House)	Yes	No	No	Yes	No	No	No	No
HO76	Oakover Hall 12 Stafford Street, Preston	Yes	No	No	Yes	No	No	Yes	No
HO250	Preston Technical College (Former) 77-89 St Georges Road Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO81	Preston East Primary School Sylvester Grove, Preston	Yes	No	No	Yes	No	No	Yes	No
HO251	Preston Primary School No. 1494 240 Tyler Street Preston	No	No	No	Yes	No	No	No	No
HO252	House (Leura) 268 Tyler Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO253	Houses (Wahroonga & Leaholme) 297 & 299 Tyler Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO254	House 20 Winifred Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO92	131 Wood Street, Preston (Former Hospital)	Yes	No	No	Yes	No	No	Yes	No
HO255	House 192 Wood Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO256	House (St John's Villa) 282 Wood Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO94	Greek Orthodox Church Yann Street, Preston	Yes	No	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

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HO257	House 8 Yann Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No	No	No
HO258	House 17 Yann Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No	No	No
HO259	Grandview Dairy (former) 16 Young Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	No	No	No	No
	Reservoir								
HO260	House and Fence 18 Barton Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2024 2022)	No	No	No	Yes	Yes - Front Fence	No	No	No
HO261	St Mark's Anglican Church and Vicarage 19-21 Beatty Street Reservoir	No	No	No	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO262	House and fence 194 Edwardes Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	Yes - Front Fence	No	No	No
HO263	Reserve - Edwardes Lake and Park 200A Edwardes Street Reservoir	No	No	Yes	Yes	No	No	No	No
HO264	Methodist Church 34 George Street Reservoir	No	No	No	Yes	No	No	No	No
HO265	Clydebank Dairy Trees 679 Gilbert Road Reservoir	No	No	Yes - Bhutan Cypresses	Yes	No	No	No	No
HO266	House 685 Gilbert Road Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO267	House 689 Gilbert Road Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO268	House 40 Gloucester Street Reservoir Incorporated plan:	No	No	Yes - Canary Island Palm	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)								
HO49	Uniting Church 648-656 High Street, Reservoir	Yes	No	No	Yes	No	No	Yes	No
HO271	Regent Baptist Church 726-734 High Street Reservoir	Yes	No	No	Yes	No	No	No	No
HO273	House 34 King William Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO274	House 59 King William Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO275	House (Annandale) 40 Leamington Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	Yes - Front Fence	No	No	No
HO276	Reserve - F.G Pike Reserve 26 Mason Street Reservoir	No	No	Yes	Yes	No	No	No	No
HO277	House 34 Mason Street Reservoir	No	No	Yes - Canary Island Palm	Yes	No	No	No	No



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
	Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)								
HO278	House (Rosehill) 7 Pellow Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO279	St George's Church of England 32-34 Ralph Street Reservoir	No	Yes - church only	No	Yes	No	No	No	No
HO280	St Gabriel's Catholic Church 237-243 Spring Street Reservoir	No	Yes - church only	No	Yes	No	No	No	No
HO281	House 9 Station Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
HO282	House 1 Wild Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021-2022)	No	No	No	Yes	No	No	No	No
	Thornbury								



DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO176	Northcote Pottery 85a Clyde Street, Thornbury.	Yes	Yes	No	Yes	No	No	No	No
HO29	82 Dundas Street, Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO122	1 Flinders Street, Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO33	1-4/6 Francis Grove, Thornbury (Flats)	Yes	No	No	Yes	No	No	No	No
HO283	UFS Dispensary (former) 2 Gooch Street Thornbury	No	No	No	Yes	No	No	No	No
HO123	9 Gooch Street, Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO284	Reserve - The Steps 1 Clarendon St, 12 & 19 Gooch St, 26 Flinders, 29 Rossmoyne St & 2A Raleigh St Thornbury	No	No	Yes - Canary Island Palms	Yes	No	No	No	No
HO124	9-11 Harold Street, Thornbury (Houses)	Yes	No	No	Yes	No	No	No	No
HO134	703 High Street, Thornbury (Shop & House)	Yes	No	No	Yes	No	No	Yes	No
HO135	707 High Street, Thornbury (Shop & House)	Yes	No	No	Yes	No	No	Yes	No
HO285	Salvation Army Hall & Sunday School 710 High Street Thornbury	Yes	No	No	Yes	No	No	No	No
HO136	711 & 715 High Street, Thornbury (Shops & Houses)	Yes	No	No	Yes	No	No	Yes	No
HO46	St Mary's Church 718-730 High Street, Thornbury	Yes	No	No	Yes	No	No	Yes	No

DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO137	731 High Street, Thornbury (Shop & House)	Yes	No	No	Yes	No	No	Yes	No
HO286	Shops 735-737 High Street Thornbury	No	No	No	Yes	No	No	No	No
HO138	759-761 High Street, Thornbury (Shops & Houses)	Yes	No	No	Yes	No	No	Yes	No
HO48	Thornbury Regent Theatre 859 High Street, Thornbury	Yes	No	No	Yes	No	No	Yes	No
HO287	Thornbury Primary School No. 3889 16-24 Hutton Street Thornbury	No	No	Yes - Italian Cypresses	Yes	No	No	No	No
HO139	21 Hutton Street, Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO288	MMTB Substation 3-5 Martin Street Thornbury	No	No	No	Yes	No	No	No	No
HO143	34 Martin Street, Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO148	2-4 Normanby Avenue, Thornbury (Houses)	Yes	No	No	Yes	No	No	No	No
HO289	Electricity Substation Pender Street, Thornbury	No	No	No	Yes	No	No	No	No
HO290	Reserve - Penders Park 48A Pender Street Thornbury	No	No	Yes	Yes	No	No	No	No
HO149	66 Raleigh Street, Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO291	Thornbury Uniting Church 7-15 Rossmoyne Street Thornbury.	No	No	No	Yes	No	No	No	No
HO151	28 Shaftesbury Parade, Thornbury (Holy Trinity Anglican Church, Vicarage and Parish Hall)	Yes	No	No	Yes	No	No	Yes	No

DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO152	40 Shaftesbury Parade, Thornbury (Former S.G. Tomkins Pty Ltd Dairy & House)	Yes	No	No	Yes	No	No	Yes	No
HO292	Front fence 47 Shaftesbury Parade Thornbury	No	No	No	Yes	Yes - front fence	No	No	No
HO153	52 Shaftesbury Parade, Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO293	House (Hillside) 6 Speight Street Thornbury Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2021 2022)	No	No	No	Yes	No	No	No	No
HO294	Penders Grove Primary School No. 3806 370 Victoria Road Thornbury	No	No	No	Yes	No	No	No	No
HO84	Primary School Wales Street, Thornbury	Yes	No	No	Yes	No	No	Yes	No
HO159	54 Woolton Avenue Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO93	60 Woolton Avenue Thornbury (House)	Yes	No	No	Yes	No	No	No	No
HO319* Interim Control Expiry date: 31/10/22	331-333 Heidelberg Road, Northcote (House)	No	No	No	Yes	No	No	No	No



*Denotes interim controls apply

DAREBIN PLANNING SCHEME

31/07/2018
VC148

SCHEDULE TO CLAUSE 72.08 BACKGROUND DOCUMENTS

1.0 Background documents

27/08/2021 - / - / - -
C161dare Proposed C191dare

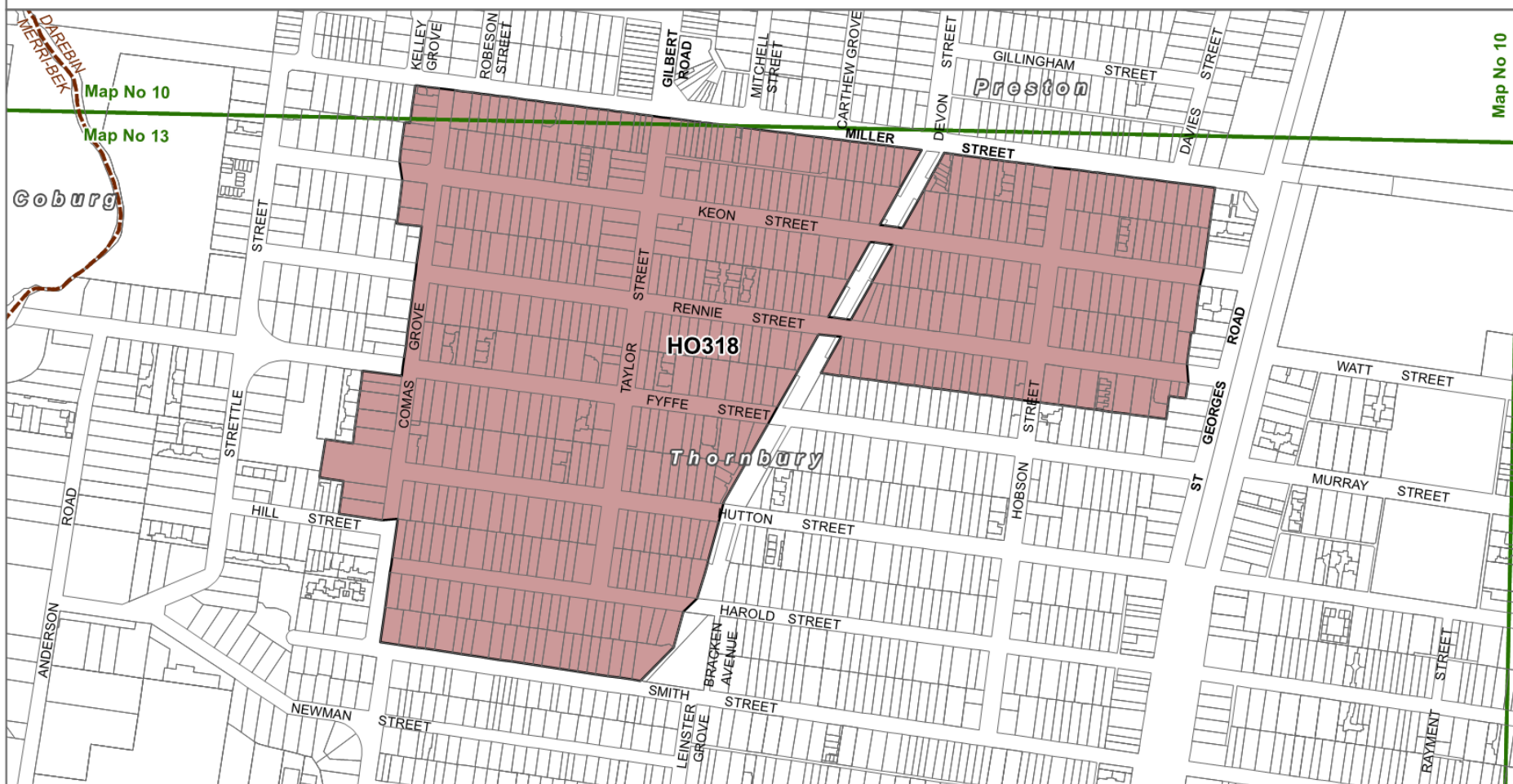
Name of background document	Amendment number - clause reference
Fairfield Village Built Form Guidelines 2017 (amended 2019)	C161dare - Schedule 21 to Clause 43.02
Fairfield Village Heritage Assessment 2017 (amended 2019)	C161dare - Schedule 1 to Clause 43.01
Thornbury Park Estate Precinct (RBA Architects and Conservation Consultants, 2022)	C191dare - Schedule to Clause 43.01

DAREBIN PLANNING SCHEME

31/07/2018
VC148**SCHEDULE TO CLAUSE 72.04 DOCUMENTS INCORPORATED IN THIS PLANNING SCHEME****1.0 Incorporated documents**30/09/2024
C201dare Proposed C191dare

Name of document	Introduced by:
5-9 Nisbett Street, Reservoir - September 2020	C193dare
29-31 Clingin Street, Reservoir - September 2020	C193dare
48-50 Clingin Street and 37-45 Nisbett Street, Reservoir - October 2020	C195dare
Assessment of Trees for VPO Update in Mount Cooper, Bundoora 3 December 2009	C105
Assessment of Trees for VPO Update in Springthorpe Estate, Macleod 16 May 2010	C105
Biosciences Research Centre Incorporated Document, June 2008	C94
Chandler Highway Upgrade Incorporated Document, March 2016 (Amended December 2017)	GC80
City of Darebin Development Contributions Plan, Version 3.0 (Darebin City Council, 2020)	C190dare
City of Darebin Heritage Study Incorporated Plan – Permit Exemptions (2021 2022)	C161dare C191dare
Concept Plan and Building Envelope Plan, Northland Plan No 3, September 2000	C21
High Street, Reservoir Level Crossing Removal Project Incorporated Document, March 2018	GC86
Hurstbridge Rail Line Upgrade 2017 Incorporated Document, January 2017	GC60
Incorporated Document - Preston Residential Heritage Precincts Permit Exemptions, February 2008	C68
La Trobe Sports Park Stage 3 - September 2021	C201dare
Lancaster Gate Tree Protection Layout Plan – Stages 3 and 4 – 1 September 2003	C51
Lancaster Gate Tree Protection Plan – Stages 1 and 2 – 1 September 2003	C51
Preston Central Incorporated Plan March 2007 (as amended 2014)	C135
Preston Market Incorporated Plan March 2007	C67
Thornbury Park Estate Statement of Significance 2022	C191dare
Vegetation Survey – Former Kingsbury Centre Site, Bundoora - Map 2	C5

DAREBIN PLANNING SCHEME - LOCAL PROVISION
AMENDMENT C191dare

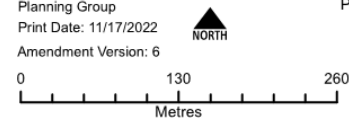


LEGEND
 HO - Heritage Overlay
 Local Government Area

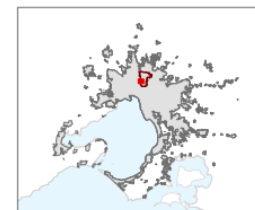
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 Amendment Version: 6



Part of Planning Scheme Maps 10HO & 13HO



DAREBIN PLANNING SCHEME

Statement of Significance: Thornbury Park Estate Precinct

Heritage Place:	Thornbury Park Estate Precinct	PS ref no:	HO318
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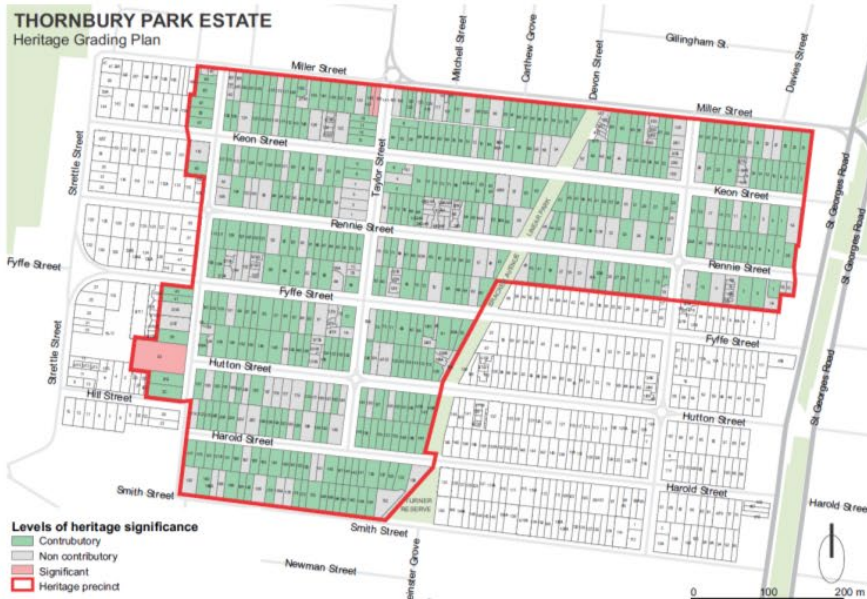
GRADINGS MAP PLAN
Thornbury Park Estate



Levels of Heritage Significance

- Contributory
- Non Contributory
- Significant

THORNBURY PARK ESTATE
Heritage Grading Plan



- Contributory
- Non contributory
- Significant
- Heritage precinct

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What is significant?

The following original elements contribute to the significance of the Thornbury Park Estate Precinct:

Generally:

- single-storey dwellings,
- consistent setbacks.

Buildings dating to the Federation period:

- Intact roof forms - typically gabled with a main gambrel or hipped section,
- Original type of roof cladding - mostly corrugated metal sheeting, some with terracotta tiles, a few finials,
- Intact chimneys – usually with defined caps, mainly face brick but some rendered or with rendered elements,
- Finishes to gable ends - mainly roughcast sheeting with battens, a few with distinctive bargeboards,
- Intact timber-framed walls of painted weatherboard, some with roughcast sheeting,
- Verandahs - mainly offset or corner types, with turned timber posts, brackets or fretwork/friezes,
- Bay windows, some with hoods,
- Timber-framed windows - mainly casements with highlights, some double-hung sashes, some lead lighting and stained glass,
- Timber doors - typically panelled with some glazing, some with a sidelight.

Buildings dating to the Interwar period:

- Intact roof forms - gable, often with exposed rafter ends (1920s); or hipped (1930s),
- Original type of roof cladding - mostly corrugated metal sheeting, some tiled, and a few finials (metal or terracotta),
- Intact chimneys - mainly face brick but some rendered,
- Finishes to gable ends – including shingles or shingled boards, upper lattice vent,
- Intact timber-framed walls of painted weatherboard, some with roughcast sheeting (bungalows/1920s),
- Intact brick walls - red, clinker, cream; some (partly) rendered (generally 1930s), some tuck-pointing,
- Masonry porches - balustrade wall (brick and/or render) and/or piers with tapered or Solomonic columns; some with timber decks (1920s); smaller masonry porches (1930s),
- Bay windows - many faceted with a shingled skirt,
- Timber-framed windows - including boxed-framed, mainly double-hung sashes (some with multi-paned upper sashes) but also casements, some lead lighting and stained/textured glass (geometric designs), some hoods,
- Original timber doors - typically with some glazing,
- Original low brick fences – face brick and/or rendered (1930s),
- Commercial buildings - both single and two storey with parapets, with more elaborate detailing to the two storey. A pair with an expressed roof in Miller Street.

Buildings dating to the Post-WWII period:

- ~~Roof forms – mainly hipped, with a few gable ends,~~
- ~~Tiled roof cladding,~~
- ~~Chimneys – mainly face brick,~~
- ~~Walls – usually brick (clinker or cream), a few timber-framed examples with painted weatherboard,~~
- ~~Masonry porches or concrete cantilevered canopies,~~

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DAREBIN PLANNING SCHEME

- ~~Windows — mostly timber-framed with double-hung sashes, and a few steel-framed, often including one/some to a corner,~~
- ~~Doors — typically timber with glazing,~~
- ~~Original low brick fences.~~

Refer to the table at the end of this document for the grading and construction period of each dwelling.

How is it significant?

The Thornbury Park Estate Precinct, Thornbury, is of historical, representative and aesthetic significance to the City of Darebin.

Why is it significant?

The Thornbury Park Estate Precinct is of historical significance as part of a large subdivision that illustrates the emergence and rapid consolidation of Thornbury as a residential suburb during the early ~~to~~ mid-20th century, changing from its hitherto largely rural character, especially at its western end. Whilst two subdivisions had occurred during the 1880s in the vicinity, they had resulted in only sparse development at best by the end of the first decade of the 20th century. Both earlier subdivisions also employed the same name (Thornbury Park Estate) as they too derived from the extensive land holdings of Job Smith (CA 131+ 136, consisting of nearly 370 acres at their maximum), which came to be known as 'Thornbury Park', after a place in Hertfordshire. Smith built/lived in a farm-house~~farmhouse~~ on the high ground near the west end of Smith Street, which survived to the mid-20th century. Smith maintained his farm, where he cultivated rare grasses, etc. until he eventually sold all the land during the late 1880s. Subsequently the land was retained in two large holdings (owned by the Commercial Bank of Australia, after the default by Australian and British Land Deposit Agency with the 1890s crash, and the Trustees Executors and Agency Co.) for over 20 years until there was sufficient cause to subdivide the land.

The Thornbury Park Estate precinct was mostly being offered for sale from late 1911, though not officially subdivided until 1914, at which time the subdivision of the smaller portion at the south-west corner was undertaken. Although sales were strong during the 1910s, substantial development did not occur in earnest until the early 1920s, after the opening of the St Georges Road electric tram (1920) and the electrification of the rail line (1921). Much of the ensuing construction was likely undertaken by builders such as Dunlop & Hunt and the prolific, local firm of Stewart & Davies. This pattern demonstrates the broader speculative dynamics in the district around this time and the integral part played by these types of builders in providing the suburban dream to a wide demographic. (Criterion A)

The Thornbury Estate Precinct is of representative significance for containing manifold good and generally intact examples of modest late Federation, and Interwar ~~and Post-WWII~~ period house designs, many of the type practiced by suburban builders, as well as examples of State Savings Bank homes. The prevailing Federation/Interwar period bungalow type (typically gabled roof form, asymmetric façade with a side porch in timber [Federation period] or masonry [Interwar period] with an underlying Arts and Crafts aesthetic) provides a cohesion to the precinct along with the remnant subdivision pattern, which is broadly interpretable as a mix of original allotments and others divided in half. The economical yet presentable housing stock, which is almost entirely detached, is indicative of standard types of residences constructed during the main development phase of the 1910s and 1920s – being mainly timber-framed with corrugated metal roof cladding. Differentiation is provided by employment of an array of detailing in varying combinations so that whilst similar, houses in small groups of consistent types are made individual (for instance, to the gable ends [shingling, batted sheeting, and/or lattice to apex, etc.] and bay windows [bowed or faceted]).

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Robust/broad elements to many porches such as tapered or helical/Solomonic columns are a distinguishing feature. The humbleness of the construction is evidenced however by the lack of 'extraneous' detailing such as decorative glasswork, which is common in more middle-class examples. The few latter houses – dating to the 1930s (or late Interwar period) ~~and late 1940s through the 1950s (or post-WWII period)~~ – tend to be brick with tiled roofs and a uniformly larger (though some are paired/semidetached). The ~~groups of~~ commercial buildings to Miller Street ~~and St Georges Road~~ are a ~~often mixture of~~ single storey ~~with a few interspersed and~~ more elaborate, two storey examples reflecting contemporary design approaches and providing an intrinsic complementary component to this large residential precinct. (Criterion D)

The Thornbury Estate Precinct is of aesthetic significance for including ~~a few~~two individually notable buildings. ~~Most in this group are~~These two buildings are relatively substantial, have a greater level of detailing, and higher quality palette of materials ~~than the~~. ~~For instance, most have roofs clad in terracotta (glazed or unglazed) tiles in contrast to the prevailing, more economical material palette approach evident generally in across~~ the precinct ~~of corrugated metal sheeting~~. (Criterion E)

- 33 Comas Grove - this sprawling Californian Bungalow style house with red brick dado and roughcast rendered walls above has an original dormer. The garden retains a semi-circular driveway, beds with stone edging, and some substantial specimen trees.

~~▲ 115 Harold Street – the most elaborate/picturesque Queen Anne style house in the precinct. It is distinguished by ornate gable ends with bargeboards, dentillated band, and bay window with slender barley twist columns.~~

~~▲ 111 Hutton Street – the only example of the Federation bungalow style in the precinct. Unusually it has a symmetrical façade in red brick with diamond quarrels to both sashes.~~

- 145-147 Miller Street – commercial building with an array of retained classicising elements (detailing to the pediment, elongated hoods, and recessed windows with frames) and an unusually intact canopy with decorative metal sheeting (fascia and soffit).

~~▲ 499 St Georges Road – a substantial early 1940s largely cream-brick Moderne style, originally a combined house/surgery. L-shaped and geometric form with curved balcony and umber brick plinth and tapestry brick banding ('speedlines'). It retains original timber doors with porthole glazing and timber-framed corner windows, as well as integrated garage with original metal tilt door.~~

Primary source

Thornbury Park Estate Precinct (RBA Architects and Conservation Consultants, [2021/2022](#))

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DAREBIN PLANNING SCHEME

Thornbury Park Estate

Number	Address	Grade	Period
27	Comas Grove THORNBURY	Contributory	Federation
29	Comas Grove THORNBURY	Non-Contributory	Late 20th-century
29A	Comas Grove THORNBURY	Contributory	Interwar
31A	Comas Grove THORNBURY	Contributory	Interwar
33	Comas Grove THORNBURY	Significant	Interwar
34	Comas Grove THORNBURY	Non Contributory	Late 20th century
35	Comas Grove THORNBURY	Contributory	Interwar
36	Comas Grove THORNBURY	Contributory	Interwar
37	Comas Grove THORNBURY	Non Contributory	Late 20th century
39	Comas Grove THORNBURY	Non Contributory	Late 20th century
41	Comas Grove THORNBURY	Contributory	Interwar
43	Comas Grove THORNBURY	Contributory	Interwar
45	Comas Grove THORNBURY	<u>Non-Contributory</u>	Post-WWII
47	Comas Grove THORNBURY	<u>Non-Contributory</u>	Post-WWII
49	Comas Grove THORNBURY	<u>Non-Contributory</u>	Post-WWII
51	Comas Grove THORNBURY	<u>Non-Contributory</u>	Post-WWII
53	Comas Grove THORNBURY	<u>Non-Contributory</u>	Post-WWII
53C	Comas Grove THORNBURY	<u>Non-Contributory</u>	Recent
54	Comas Grove THORNBURY	Non Contributory	Recent
55	Comas Grove THORNBURY	Contributory	Interwar
57	Comas Grove THORNBURY	Contributory	Interwar
59	Comas Grove THORNBURY	Contributory	Interwar
61	Comas Grove THORNBURY	Contributory	Interwar
62	Comas Grove THORNBURY	Non Contributory	Recent
64	Comas Grove THORNBURY	Non Contributory	Recent
63	Comas Grove THORNBURY	Contributory	Interwar
65	Comas Grove THORNBURY	Contributory	Interwar
67	Comas Grove THORNBURY	Non Contributory	Recent
1	Fyffe Street THORNBURY	Non-Contributory	Late 20th-century
2	Fyffe Street THORNBURY	Contributory	Interwar
3	Fyffe Street THORNBURY	Contributory	Interwar
4	Fyffe Street THORNBURY	Non-Contributory	Post-WWII
5	Fyffe Street THORNBURY	Contributory	Federation
6	Fyffe Street THORNBURY	Contributory	Interwar
6A	Fyffe Street THORNBURY	Contributory	Interwar
7	Fyffe Street THORNBURY	Contributory	Federation
8	Fyffe Street THORNBURY	Contributory	Interwar
9	Fyffe Street THORNBURY	Contributory	Federation
10	Fyffe Street THORNBURY	Contributory	Interwar
11	Fyffe Street THORNBURY	Contributory	Federation
11A	Fyffe Street THORNBURY	Non-Contributory	Late 20th-century
12	Fyffe Street THORNBURY	Contributory	Interwar
14	Fyffe Street THORNBURY	Contributory	Interwar
15	Fyffe Street THORNBURY	Non-Contributory	Late 20th-century
16	Fyffe Street THORNBURY	Non-Contributory	Interwar

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17A	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late 20th-century</i>
17	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
18	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late 20th-century</i>
19	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
20	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
21	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late 20th-century</i>
22	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
23	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Post-WWII</i>
24	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
25	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
26	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
27	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
28	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
29	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
30	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
31	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
32	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
33	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
34	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
35	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
36	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
37	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Recent</i>
38	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late 20th-century</i>
39	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
40	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
41	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
42	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Recent</i>
43	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
44	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
45	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
46	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
47	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
48	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Recent</i>
48A	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Recent</i>
49	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
50	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
51	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
52	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
53	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
54	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
55	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late 20th-century</i>
56	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
57	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late 20th-century</i>
57A	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late 20th-century</i>
58	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
59	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
59A	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
60	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>

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61	Fyffe Street THORNBURY	Contributory	Interwar
62	Fyffe Street THORNBURY	Non Contributory	Interwar
63	Fyffe Street THORNBURY	Contributory	Interwar
64	Fyffe Street THORNBURY	Contributory	Interwar
65	Fyffe Street THORNBURY	Contributory	Interwar
66	Fyffe Street THORNBURY	Contributory	Interwar
67	Fyffe Street THORNBURY	Contributory	Interwar
68	Fyffe Street THORNBURY	Contributory	Interwar
69	Fyffe Street THORNBURY	Contributory	Interwar
70	Fyffe Street THORNBURY	Non Contributory	Interwar
71	Fyffe Street THORNBURY	Contributory	Interwar
72	Fyffe Street THORNBURY	Contributory	Interwar
73	Fyffe Street THORNBURY	Contributory	Interwar
74	Fyffe Street THORNBURY	Contributory	Interwar
75	Fyffe Street THORNBURY	Contributory	Interwar
75A	Fyffe Street THORNBURY	Non Contributory	Late 20th century
76	Fyffe Street THORNBURY	Contributory	Interwar
77	Fyffe Street THORNBURY	Contributory	Interwar
78	Fyffe Street THORNBURY	Non Contributory	Late 20th century
79	Fyffe Street THORNBURY	Non Contributory	Late 20th century
80	Fyffe Street THORNBURY	Contributory	Interwar
81	Fyffe Street THORNBURY	Non Contributory	Interwar
82	Fyffe Street THORNBURY	Contributory	Interwar
83	Fyffe Street THORNBURY	Contributory	Federation
84	Fyffe Street THORNBURY	Contributory	Interwar
85	Fyffe Street THORNBURY	Non Contributory	Federation
86	Fyffe Street THORNBURY	Non Contributory	Interwar
87	Fyffe Street THORNBURY	Contributory	Interwar
88	Fyffe Street THORNBURY	Contributory	Interwar
89	Fyffe Street THORNBURY	Contributory	Interwar
90	Fyffe Street THORNBURY	Contributory	Interwar
91	Fyffe Street THORNBURY	Contributory	Interwar
92	Fyffe Street THORNBURY	Non Contributory	Interwar
93	Fyffe Street THORNBURY	Contributory	Federation
94	Fyffe Street THORNBURY	Contributory	Interwar
95	Fyffe Street THORNBURY	Contributory	Interwar
96	Fyffe Street THORNBURY	Contributory	Interwar
97	Fyffe Street THORNBURY	Contributory	Interwar
98	Fyffe Street THORNBURY	Contributory	Federation
99	Fyffe Street THORNBURY	Contributory	Interwar
100	Fyffe Street THORNBURY	Non Contributory	Late 20th century
101	Fyffe Street THORNBURY	Non Contributory	Late 20th century
102A	Fyffe Street THORNBURY	Non Contributory	Late 20th century
102	Fyffe Street THORNBURY	Non Contributory	Late 20th century
103	Fyffe Street THORNBURY	Contributory	Interwar
104	Fyffe Street THORNBURY	Non Contributory	Late 20th century
105	Fyffe Street THORNBURY	Contributory	Interwar
106	Fyffe Street THORNBURY	Contributory	Interwar

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107	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
108	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
109	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-century</i>
111	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-century</i>
115	<i>Fyffe Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
118	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-century</i>
120	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
122	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-century</i>
124	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Post-WWII</i>
126B	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Recent</i>
126A	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Recent</i>
128	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Post-WWII</i>
130	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-century</i>
132	<i>Fyffe Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Post-WWII</i>
75	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
77	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
79	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-c</i>
81	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
83	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
85	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Post-WWII</i>
87	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
89	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-c</i>
91	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-c</i>
93	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
93A	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-c</i>
95	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Federation</i>
96	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Post-WWII</i>
97	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
98	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
99-101	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-c</i>
100	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
102	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
103	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
104	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
104A	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
105	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
106	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
107	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
108	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
109	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
110	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Federation</i>
111	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
111A	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
112	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Late-20th-c</i>
113	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
113A	<i>Harold Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
114	<i>Harold Street THORNBURY</i>	<i>Non-Contributory</i>	<i>Interwar</i>
115	<i>Harold Street THORNBURY</i>	<i>Significant</i>	<i>Federation</i>

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OFFICIAL

DAREBIN PLANNING SCHEME

116	Harold Street THORNBURY	Non-Contributory	Recent
117	Harold Street THORNBURY	Non-Contributory	Late 20th c
118	Harold Street THORNBURY	Contributory	Interwar
119	Harold Street THORNBURY	Contributory	Federation
119A	Harold Street THORNBURY	Contributory	Federation
120	Harold Street THORNBURY	Contributory	Interwar
121	Harold Street THORNBURY	Non-Contributory	Late 20th c
122	Harold Street THORNBURY	Contributory	Interwar
123	Harold Street THORNBURY	Contributory	Federation
124	Harold Street THORNBURY	Contributory	Interwar
125	Harold Street THORNBURY	Non-Contributory	Federation
126	Harold Street THORNBURY	Contributory	Interwar
127	Harold Street THORNBURY	Contributory	Interwar
128	Harold Street THORNBURY	Contributory	Federation
129	Harold Street THORNBURY	Contributory	Interwar
130	Harold Street THORNBURY	Contributory	Interwar
131	Harold Street THORNBURY	Non-Contributory	Late 20th c
132	Harold Street THORNBURY	Contributory	Federation
133	Harold Street THORNBURY	Contributory	Interwar
134	Harold Street THORNBURY	Contributory	Interwar
135	Harold Street THORNBURY	Contributory	Interwar
136	Harold Street THORNBURY	Contributory	Interwar
137	Harold Street THORNBURY	Contributory	Interwar
138	Harold Street THORNBURY	Contributory	Interwar
139	Harold Street THORNBURY	Contributory	Interwar
140	Harold Street THORNBURY	Non-Contributory	Recent
141	Harold Street THORNBURY	Contributory	Federation
142	Harold Street THORNBURY	Contributory	Interwar
143	Harold Street THORNBURY	Contributory	Interwar
144	Harold Street THORNBURY	Contributory	Interwar
145	Harold Street THORNBURY	Contributory	Interwar
146	Harold Street THORNBURY	Contributory	Interwar
147	Harold Street THORNBURY	Contributory	Interwar
148	Harold Street THORNBURY	Contributory	Interwar
149	Harold Street THORNBURY	Contributory	Interwar
150	Harold Street THORNBURY	Contributory	Interwar
151	Harold Street THORNBURY	Non-Contributory	Late 20th c
151A	Harold Street THORNBURY	Non-Contributory	Late 20th c
152	Harold Street THORNBURY	Contributory	Interwar
152A	Harold Street THORNBURY	Non-Contributory	Late 20th c
153	Harold Street THORNBURY	Contributory	Interwar
154	Harold Street THORNBURY	Non-Contributory	Late 20th c
155	Harold Street THORNBURY	Contributory	Interwar
156	Harold Street THORNBURY	Non-Contributory	Federation
157	Harold Street THORNBURY	Contributory	Interwar
158	Harold Street THORNBURY	Non-Contributory	Recent
159	Harold Street THORNBURY	Contributory	Interwar
160	Harold Street THORNBURY	Non-Contributory	Recent

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OFFICIAL

DAREBIN PLANNING SCHEME

161	Harold Street THORNBURY	Contributory	Interwar
162	Harold Street THORNBURY	Non-Contributory	Federation
163	Harold Street THORNBURY	Contributory	Interwar
164	Harold Street THORNBURY	Contributory	Federation
165	Harold Street THORNBURY	Contributory	Interwar
166	Harold Street THORNBURY	Contributory	Interwar
167	Harold Street THORNBURY	Non Contributory	Late 20th c
168	Harold Street THORNBURY	Contributory	Federation
169	Harold Street THORNBURY	Contributory	Interwar
170	Harold Street THORNBURY	Contributory	Federation
171	Harold Street THORNBURY	Contributory	Interwar
171A	Harold Street THORNBURY	Contributory	Interwar
172	Harold Street THORNBURY	Contributory	Interwar
173	Harold Street THORNBURY	Contributory	Interwar
174	Harold Street THORNBURY	Contributory	Federation
174A	Harold Street THORNBURY	Contributory	Federation
175	Harold Street THORNBURY	Contributory	Interwar
176	Harold Street THORNBURY	Contributory	Interwar
177	Harold Street THORNBURY	Contributory	Interwar
178	Harold Street THORNBURY	Contributory	Interwar
180	Harold Street THORNBURY	Non Contributory	Interwar
182	Harold Street THORNBURY	Contributory	Interwar
184	Harold Street THORNBURY	Contributory	Interwar
186	Harold Street THORNBURY	Non Contributory	Interwar
188	Harold Street THORNBURY	Contributory	Interwar
190	Harold Street THORNBURY	Contributory	Interwar
192	Harold Street THORNBURY	Contributory	Interwar
194	Harold Street THORNBURY	Contributory	Interwar
196	Harold Street THORNBURY	Contributory	Interwar
198	Harold Street THORNBURY	Contributory	Interwar
200	Harold Street THORNBURY	Non Contributory	Post-WWII
202	Harold Street THORNBURY	Non Contributory	Federation
204	Harold Street THORNBURY	Contributory	Interwar
206	Harold Street THORNBURY	Contributory	Interwar
208	Harold Street THORNBURY	Contributory	Interwar
210	Harold Street THORNBURY	Contributory	Federation
212	Harold Street THORNBURY	Contributory	Interwar
214	Harold Street THORNBURY	Non Contributory	Late 20th c
1D	Hill Street THORNBURY	Non-Contributory	Recent
1E	Hill Street THORNBURY	Non-Contributory	Recent
2	Hill Street THORNBURY	Contributory	Interwar
2B	Hill Street THORNBURY	Non Contributory	Recent
2D	Hill Street THORNBURY	Non-Contributory	Recent
2F	Hill Street THORNBURY	Non-Contributory	Recent
2C	Hill Street THORNBURY	Non Contributory	Recent
2E	Hill Street THORNBURY	Non-Contributory	Recent
2G	Hill Street THORNBURY	Non-Contributory	Recent
3	Hill Street THORNBURY	Non-Contributory	Recent

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DAREBIN PLANNING SCHEME

4	Hill Street THORNBURY	Non-Contributory	Recent
5	Hill Street THORNBURY	Contributory	Interwar
6	Hill Street THORNBURY	Contributory	Interwar
7	Hill Street THORNBURY	Non-Contributory	Post-WWII
9	Hill Street THORNBURY	Contributory	interwar
11	Hill Street THORNBURY	Non-Contributory	Post-WWII
12	Hill Street THORNBURY	Non-Contributory	Recent
13	Hill Street THORNBURY	Non-Contributory	Post-WWII
15	Hill Street THORNBURY	Non-Contributory	Post-WWII
1	Hobson Street THORNBURY	Non-Contributory	Recent
2	Hobson Street THORNBURY	Non-Contributory	Late 20 th -century
6	Hobson Street THORNBURY	Non-Contributory	Recent
7	Hobson Street THORNBURY	Non-Contributory	Late 20 th -century
8	Hobson Street THORNBURY	Non-Contributory	Late 20 th -century
10	Hobson Street THORNBURY	Contributory	Interwar
17	Hobson Street THORNBURY	Non-Contributory	Late 20 th -century
19	Hobson Street THORNBURY	Non-Contributory	Recent
23	Hobson Street THORNBURY	Non-Contributory	Post war
25	Hobson Street THORNBURY	Non-Contributory	Recent
40	Hutton Street THORNBURY	Non-Contributory	Late 20th-century
42	Hutton Street THORNBURY	Contributory	Interwar
44	Hutton Street THORNBURY	Contributory	Interwar
46	Hutton Street THORNBURY	Non-Contributory	Late 20th-century
48	Hutton Street THORNBURY	Contributory	Federation
50	Hutton Street THORNBURY	Non-Contributory	Late 20th-century
52	Hutton Street THORNBURY	Non-Contributory	Late 20th-century
54	Hutton Street THORNBURY	Contributory	Interwar
56	Hutton Street THORNBURY	Contributory	Interwar
58	Hutton Street THORNBURY	Non-Contributory	Interwar
60	Hutton Street THORNBURY	Non-Contributory	Late 20th-century
62	Hutton Street THORNBURY	Non-Contributory	Late 20th-century
64	Hutton Street THORNBURY	Contributory	Federation
66	Hutton Street THORNBURY	Contributory	Federation
68	Hutton Street THORNBURY	Contributory	Federation
70	Hutton Street THORNBURY	Non-Contributory	Interwar
72	Hutton Street THORNBURY	Contributory	Interwar
74	Hutton Street THORNBURY	Contributory	Interwar
76	Hutton Street THORNBURY	Non-Contributory	Recent
78	Hutton Street THORNBURY	Non-Contributory	Recent
80	Hutton Street THORNBURY	Contributory	Interwar
82	Hutton Street THORNBURY	Non-Contributory	Interwar
84	Hutton Street THORNBURY	Contributory	Interwar
86	Hutton Street THORNBURY	Contributory	Interwar
87	Hutton Street THORNBURY	Non-Contributory	Interwar
88	Hutton Street THORNBURY	Non-Contributory	Federation
89	Hutton Street THORNBURY	Contributory	Interwar
90	Hutton Street THORNBURY	Contributory	Interwar
91	Hutton Street THORNBURY	Non-Contributory	Late 20th-century

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OFFICIAL

DAREBIN PLANNING SCHEME

92	Hutton Street THORNBURY	Contributory	Interwar
93	Hutton Street THORNBURY	Contributory	Federation
94	Hutton Street THORNBURY	Non-Contributory	Federation
95	Hutton Street THORNBURY	Contributory	Federation
96	Hutton Street THORNBURY	Contributory	Federation
97	Hutton Street THORNBURY	Contributory	Federation
98	Hutton Street THORNBURY	Contributory	Federation
99	Hutton Street THORNBURY	Contributory	Interwar
100	Hutton Street THORNBURY	Contributory	Federation
101	Hutton Street THORNBURY	Contributory	Interwar
102	Hutton Street THORNBURY	Non-Contributory	Late-20th-century
103	Hutton Street THORNBURY	Contributory	Interwar
104	Hutton Street THORNBURY	Contributory	Interwar
105	Hutton Street THORNBURY	Contributory	Interwar
106	Hutton Street THORNBURY	Contributory	Interwar
107	Hutton Street THORNBURY	Contributory	Interwar
107A	Hutton Street THORNBURY	Contributory	Interwar
108	Hutton Street THORNBURY	Contributory	Interwar
108B	Hutton Street THORNBURY	Non-Contributory	Recent
108A	Hutton Street THORNBURY	Non-Contributory	Recent
109	Hutton Street THORNBURY	Non-Contributory	Vacant
110	Hutton Street THORNBURY	Contributory	Interwar
111	Hutton Street THORNBURY	Significant	Federation
112	Hutton Street THORNBURY	Contributory	Interwar
113	Hutton Street THORNBURY	Contributory	Interwar
114	Hutton Street THORNBURY	Contributory	Interwar
115	Hutton Street THORNBURY	Contributory	Interwar
116	Hutton Street THORNBURY	Contributory	Interwar
117	Hutton Street THORNBURY	Contributory	Federation
118	Hutton Street THORNBURY	Contributory	Interwar
119	Hutton Street THORNBURY	Contributory	Federation
120	Hutton Street THORNBURY	Contributory	Interwar
121	Hutton Street THORNBURY	Contributory	Interwar
122	Hutton Street THORNBURY	Non-Contributory	Late 20th century
123	Hutton Street THORNBURY	Contributory	Interwar
124	Hutton Street THORNBURY	Non-Contributory	Interwar
125	Hutton Street THORNBURY	Contributory	Interwar
126	Hutton Street THORNBURY	Contributory	Interwar
127	Hutton Street THORNBURY	Contributory	Federation
128	Hutton Street THORNBURY	Contributory	Interwar
129	Hutton Street THORNBURY	Contributory	Interwar
130	Hutton Street THORNBURY	Contributory	Interwar
131	Hutton Street THORNBURY	Contributory	Federation
132	Hutton Street THORNBURY	Contributory	Interwar
133	Hutton Street THORNBURY	Contributory	Federation
134	Hutton Street THORNBURY	Contributory	Federation
135	Hutton Street THORNBURY	Non-Contributory	Federation
136	Hutton Street THORNBURY	Non-Contributory	Late 20th century

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DAREBIN PLANNING SCHEME

137	Hutton Street THORNBURY	Non-Contributory	Late 20th century
138	Hutton Street THORNBURY	Contributory	Interwar
139	Hutton Street THORNBURY	Non-Contributory	Late 20th century
140	Hutton Street THORNBURY	Contributory	Interwar
141	Hutton Street THORNBURY	Non-Contributory	Late 20th century
142	Hutton Street THORNBURY	Contributory	Interwar
143	Hutton Street THORNBURY	Non-Contributory	Interwar
144	Hutton Street THORNBURY	Non-Contributory	Interwar
145	Hutton Street THORNBURY	Contributory	Interwar
145A	Hutton Street THORNBURY	Contributory	Interwar
146	Hutton Street THORNBURY	Contributory	Interwar
147	Hutton Street THORNBURY	Contributory	Interwar
147A	Hutton Street THORNBURY	Contributory	Interwar
148	Hutton Street THORNBURY	Contributory	Federation
149	Hutton Street THORNBURY	Contributory	Interwar
150	Hutton Street THORNBURY	Contributory	Federation
151	Hutton Street THORNBURY	Contributory	Interwar
152	Hutton Street THORNBURY	Contributory	Interwar
153	Hutton Street THORNBURY	Contributory	Interwar
154	Hutton Street THORNBURY	Contributory	Interwar
155	Hutton Street THORNBURY	Non-Contributory	Late 20th century
156	Hutton Street THORNBURY	Contributory	Federation
157A	Hutton Street THORNBURY	Contributory	Federation
157	Hutton Street THORNBURY	Contributory	Interwar
158	Hutton Street THORNBURY	Non-Contributory	Late 20th century
158A	Hutton Street THORNBURY	Contributory	Interwar
159	Hutton Street THORNBURY	Non-Contributory	Post-WWII
161	Hutton Street THORNBURY	Contributory	Interwar
163	Hutton Street THORNBURY	Non-Contributory	Interwar
165	Hutton Street THORNBURY	Contributory	Interwar
167	Hutton Street THORNBURY	Non-Contributory	Recent
169	Hutton Street THORNBURY	Non-Contributory	Late 20th century
171	Hutton Street THORNBURY	Non-Contributory	Post-WWII
173	Hutton Street THORNBURY	Contributory	Interwar
175	Hutton Street THORNBURY	Non-Contributory	Late 20th century
177	Hutton Street THORNBURY	Non-Contributory	Late 20th century
179	Hutton Street THORNBURY	Non-Contributory	Post-WWII
181	Hutton Street THORNBURY	Non-Contributory	Interwar
183	Hutton Street THORNBURY	Contributory	Federation
185	Hutton Street THORNBURY	Non-Contributory	Federation
187	Hutton Street THORNBURY	Contributory	Federation
189	Hutton Street THORNBURY	Non-Contributory	Recent
191	Hutton Street THORNBURY	Contributory	Federation
193	Hutton Street THORNBURY	Contributory	Interwar
195	Hutton Street THORNBURY	Non-Contributory	Interwar
197	Hutton Street THORNBURY	Contributory	Interwar
1A	Keon Street THORNBURY	Non-Contributory	Late 20th century
1	Keon Street THORNBURY	Contributory	Interwar

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DAREBIN PLANNING SCHEME

2	Keon Street THORNBURY	Contributory	Interwar
3	Keon Street THORNBURY	Contributory	Interwar
4	Keon Street THORNBURY	Contributory	Interwar
5	Keon Street THORNBURY	Non Contributory	Late 20th century
6	Keon Street THORNBURY	Contributory	Federation
7	Keon Street THORNBURY	Contributory	Interwar
8	Keon Street THORNBURY	Contributory	Federation
9	Keon Street THORNBURY	Contributory	Interwar
10	Keon Street THORNBURY	Contributory	Federation
11	Keon Street THORNBURY	Non Contributory	Interwar
12	Keon Street THORNBURY	Contributory	Federation
13	Keon Street THORNBURY	Contributory	Interwar
14	Keon Street THORNBURY	Contributory	Federation
15	Keon Street THORNBURY	Contributory	Interwar
16	Keon Street THORNBURY	Contributory	Federation
17	Keon Street THORNBURY	Non Contributory	Recent
18	Keon Street THORNBURY	Non Contributory	Late 20th century
19	Keon Street THORNBURY	Contributory	Federation
20	Keon Street THORNBURY	Contributory	Interwar
21	Keon Street THORNBURY	Contributory	Interwar
22	Keon Street THORNBURY	Contributory	Interwar
23	Keon Street THORNBURY	Contributory	Interwar
24	Keon Street THORNBURY	Contributory	Interwar
25	Keon Street THORNBURY	Contributory	Interwar
26	Keon Street THORNBURY	Non Contributory	Late 20th century
27	Keon Street THORNBURY	Contributory	Interwar
29	Keon Street THORNBURY	Contributory	Interwar
30	Keon Street THORNBURY	Non Contributory	Late 20th century
31	Keon Street THORNBURY	Contributory	Interwar
32	Keon Street THORNBURY	Contributory	Interwar
33	Keon Street THORNBURY	Non Contributory	Post-WWII
34	Keon Street THORNBURY	Contributory	Interwar
35	Keon Street THORNBURY	Contributory	Interwar
36	Keon Street THORNBURY	Contributory	Interwar
37	Keon Street THORNBURY	Contributory	Interwar
38	Keon Street THORNBURY	Contributory	Interwar
39	Keon Street THORNBURY	Contributory	Interwar
40	Keon Street THORNBURY	Contributory	Interwar
41	Keon Street THORNBURY	Contributory	Interwar
42	Keon Street THORNBURY	Contributory	Federation
43	Keon Street THORNBURY	Contributory	Interwar
44	Keon Street THORNBURY	Non Contributory	Late 20th century
45	Keon Street THORNBURY	Contributory	Interwar
46	Keon Street THORNBURY	Contributory	Interwar
47	Keon Street THORNBURY	Contributory	Interwar
48	Keon Street THORNBURY	Non Contributory	Interwar
49	Keon Street THORNBURY	Contributory	Interwar
50	Keon Street THORNBURY	Contributory	Interwar

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OFFICIAL

DAREBIN PLANNING SCHEME

51	Keon Street THORNBURY	Contributory	Interwar
52	Keon Street THORNBURY	Non Contributory	Late 20th century
53	Keon Street THORNBURY	Contributory	Interwar
54	Keon Street THORNBURY	Non Contributory	Late 20th century
55	Keon Street THORNBURY	Contributory	Interwar
56	Keon Street THORNBURY	Non Contributory	Post-WWII
57	Keon Street THORNBURY	Non Contributory	Late 20th century
58	Keon Street THORNBURY	Non Contributory	Late 20th century
59	Keon Street THORNBURY	Non Contributory	Late 20th century
60	Keon Street THORNBURY	Contributory	Interwar
62	Keon Street THORNBURY	Contributory	Interwar
63	Keon Street THORNBURY	Contributory	Interwar
64	Keon Street THORNBURY	Contributory	Interwar
65	Keon Street THORNBURY	Contributory	Interwar
66A	Keon Street THORNBURY	Non Contributory	Recent
66B	Keon Street THORNBURY	Non Contributory	Recent
67	Keon Street THORNBURY	Contributory	Interwar
67A	Keon Street THORNBURY	Contributory	Interwar
68	Keon Street THORNBURY	Contributory	Interwar
69	Keon Street THORNBURY	Contributory	Interwar
70	Keon Street THORNBURY	Contributory	Interwar
71	Keon Street THORNBURY	Contributory	Interwar
72	Keon Street THORNBURY	Non-Contributory	Interwar
73	Keon Street THORNBURY	Contributory	Interwar
74	Keon Street THORNBURY	Contributory	Interwar
75	Keon Street THORNBURY	Contributory	Interwar
76	Keon Street THORNBURY	Contributory	Interwar
77	Keon Street THORNBURY	Contributory	Interwar
78	Keon Street THORNBURY	Contributory	Interwar
79	Keon Street THORNBURY	Contributory	Interwar
80	Keon Street THORNBURY	Contributory	Interwar
81	Keon Street THORNBURY	Non Contributory	Recent
82	Keon Street THORNBURY	Contributory	Interwar
84	Keon Street THORNBURY	Contributory	Interwar
86	Keon Street THORNBURY	Contributory	Interwar
88	Keon Street THORNBURY	Contributory	Interwar
89	Keon Street THORNBURY	Contributory	Interwar
90	Keon Street THORNBURY	Contributory	Interwar
91	Keon Street THORNBURY	Contributory	Interwar
92	Keon Street THORNBURY	Contributory	Interwar
93	Keon Street THORNBURY	Non Contributory	Late 20th century
94	Keon Street THORNBURY	Contributory	Interwar
95	Keon Street THORNBURY	Contributory	Interwar
97	Keon Street THORNBURY	Contributory	Interwar
99	Keon Street THORNBURY	Contributory	Interwar
101	Keon Street THORNBURY	Non Contributory	Interwar
102	Keon Street THORNBURY	Non Contributory	Late 20th century
103	Keon Street THORNBURY	Contributory	Interwar

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OFFICIAL

DAREBIN PLANNING SCHEME

104	Keon Street THORNBURY	Non Contributory	Late 20th century
105	Keon Street THORNBURY	Contributory	Interwar
106	Keon Street THORNBURY	Non Contributory	Late 20th century
107	Keon Street THORNBURY	Contributory	Interwar
108	Keon Street THORNBURY	Contributory	Interwar
109	Keon Street THORNBURY	Contributory	Interwar
110	Keon Street THORNBURY	Contributory	Interwar
111	Keon Street THORNBURY	Contributory	Interwar
112	Keon Street THORNBURY	Contributory	Interwar
113	Keon Street THORNBURY	Non Contributory	Interwar
114	Keon Street THORNBURY	Contributory	Interwar
115	Keon Street THORNBURY	Contributory	Interwar
116	Keon Street THORNBURY	Non Contributory	Late 20th century
117	Keon Street THORNBURY	Contributory	Interwar
118	Keon Street THORNBURY	Contributory	Interwar
119	Keon Street THORNBURY	Non Contributory	Late 20th century
120	Keon Street THORNBURY	Contributory	Interwar
121	Keon Street THORNBURY	Contributory	Interwar
122	Keon Street THORNBURY	Contributory	Interwar
123	Keon Street THORNBURY	Non Contributory	Post-WWII
124	Keon Street THORNBURY	Non Contributory	Late 20th century
125	Keon Street THORNBURY	Non Contributory	Post-WWII
126	Keon Street THORNBURY	Contributory	Interwar
127	Keon Street THORNBURY	Non Contributory	Post-WWII
128	Keon Street THORNBURY	Contributory	Interwar
129	Keon Street THORNBURY	Non Contributory	Post-WWII
130	Keon Street THORNBURY	Contributory	Interwar
131	Keon Street THORNBURY	Non Contributory	Post-WWII
132	Keon Street THORNBURY	Non Contributory	Late 20th century
133	Keon Street THORNBURY	Non Contributory	Post-WWII
134	Keon Street THORNBURY	Non Contributory	Post-WWII
136	Keon Street THORNBURY	Non Contributory	Post-WWII
138	Keon Street THORNBURY	Non Contributory	Post-WWII
140	Keon Street THORNBURY	Non Contributory	Post-WWII
142	Keon Street THORNBURY	Non Contributory	Post-WWII
144	Keon Street THORNBURY	Non Contributory	Post-WWII
21	Miller Street THORNBURY	Contributory	Interwar
23	Miller Street THORNBURY	Contributory	Interwar
25	Miller Street THORNBURY	Contributory	Interwar
27	Miller Street THORNBURY	Non Contributory	Recent
29	Miller Street THORNBURY	Non Contributory	Interwar
31	Miller Street THORNBURY	Contributory	Interwar
33	Miller Street THORNBURY	Non Contributory	Post-WWII
35	Miller Street THORNBURY	Contributory	Interwar
37	Miller Street THORNBURY	Contributory	Interwar
41	Miller Street THORNBURY	Contributory	Interwar
45	Miller Street THORNBURY	Contributory	Interwar
39	Miller Street THORNBURY	Contributory	Interwar

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DAREBIN PLANNING SCHEME

43	Miller Street THORNBURY	Contributory	Interwar
47	Miller Street THORNBURY	Contributory	Interwar
1/51	Miller Street THORNBURY	Non Contributory	Post-WWII
2/51	Miller Street THORNBURY	Non Contributory	Late 20th century
55	Miller Street THORNBURY	Contributory	Interwar
57	Miller Street THORNBURY	Contributory	Interwar
59	Miller Street THORNBURY	Non Contributory	Recent
63	Miller Street THORNBURY	Contributory	Interwar
61	Miller Street THORNBURY	Contributory	Interwar
65	Miller Street THORNBURY	Contributory	Interwar
69	Miller Street THORNBURY	Contributory	Interwar
71	Miller Street THORNBURY	Non Contributory	Recent
73	Miller Street THORNBURY	Contributory	Interwar
75	Miller Street THORNBURY	Contributory	Interwar
77	Miller Street THORNBURY	Contributory	Interwar
79	Miller Street THORNBURY	Contributory	Interwar
81	Miller Street THORNBURY	Contributory	Interwar
83	Miller Street THORNBURY	Contributory	Interwar
85	Miller Street THORNBURY	Contributory	Interwar
87	Miller Street THORNBURY	Contributory	Interwar
89	Miller Street THORNBURY	Contributory	Interwar
91	Miller Street THORNBURY	Contributory	Interwar
93	Miller Street THORNBURY	Contributory	Interwar
95	Miller Street THORNBURY	Non Contributory	Post-WWII
103	Miller Street THORNBURY	Contributory	Interwar
105	Miller Street THORNBURY	Contributory	Interwar
107	Miller Street THORNBURY	Non Contributory	Post-WWII
111	Miller Street THORNBURY	Contributory	Interwar
113	Miller Street THORNBURY	Contributory	Interwar
115A	Miller Street THORNBURY	Non Contributory	Post-WWII
115	Miller Street THORNBURY	Non Contributory	Post-WWII
117	Miller Street THORNBURY	Non Contributory	Recent
119	Miller Street THORNBURY	Non Contributory	Post-WWII
129	Miller Street THORNBURY	Contributory	Interwar
131	Miller Street THORNBURY	Contributory	Interwar
133	Miller Street THORNBURY	Non Contributory	Recent
135	Miller Street THORNBURY	Contributory	Interwar
137	Miller Street THORNBURY	Contributory	Interwar
139	Miller Street THORNBURY	Contributory	Interwar
141-143	Miller Street THORNBURY	Non Contributory	Late 20th century
145	Miller Street THORNBURY	Significant	Interwar
147	Miller Street THORNBURY	Significant	Interwar
149	Miller Street THORNBURY	Contributory	Interwar
153	Miller Street THORNBURY	Non Contributory	Late 20th century
155	Miller Street THORNBURY	Contributory	Interwar
157	Miller Street THORNBURY	Contributory	Interwar
159	Miller Street THORNBURY	Contributory	Interwar
161	Miller Street THORNBURY	Contributory	Interwar

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OFFICIAL

DAREBIN PLANNING SCHEME

163	Miller Street THORNBURY	Contributory	Interwar
165	Miller Street THORNBURY	Contributory	Interwar
2/165	Miller Street THORNBURY	Non-contributory	Recent
169	Miller Street THORNBURY	Contributory	Interwar
171	Miller Street THORNBURY	Contributory	Interwar
173	Miller Street THORNBURY	Non Contributory	Interwar
175	Miller Street THORNBURY	Contributory	Interwar
177	Miller Street THORNBURY	Contributory	Interwar
179	Miller Street THORNBURY	Contributory	Interwar
181	Miller Street THORNBURY	Contributory	Interwar
183	Miller Street THORNBURY	Contributory	Interwar
185	Miller Street THORNBURY	Non Contributory	Recent
187	Miller Street THORNBURY	Non Contributory	Recent
189A	Miller Street THORNBURY	Non-Contributory	Recent
189	Miller Street THORNBURY	Non-Contributory	Interwar
191A	Miller Street THORNBURY	Non-Contributory	Recent
191B	Miller Street THORNBURY	Non-Contributory	Recent
193	Miller Street THORNBURY	Contributory	Interwar
195	Miller Street THORNBURY	Contributory	Interwar
197	Miller Street THORNBURY	Contributory	Interwar
199	Miller Street THORNBURY	Contributory	Interwar
201	Miller Street THORNBURY	Non-Contributory	Post-WWII
203	Miller Street THORNBURY	Non-Contributory	Post-WWII
205	Miller Street THORNBURY	Non-Contributory	Post-WWII
1B	Rennie Street THORNBURY	Non Contributory	Recent
1C	Rennie Street THORNBURY	Non Contributory	Recent
1	Rennie Street THORNBURY	Contributory	Interwar
1A	Rennie Street THORNBURY	Non Contributory	Late 20th century
2A	Rennie Street THORNBURY	Contributory	Interwar
2	Rennie Street THORNBURY	Contributory	Interwar
3	Rennie Street THORNBURY	Contributory	Interwar
4	Rennie Street THORNBURY	Contributory	Interwar
5	Rennie Street THORNBURY	Contributory	Interwar
6	Rennie Street THORNBURY	Contributory	Interwar
7	Rennie Street THORNBURY	Contributory	Interwar
8	Rennie Street THORNBURY	Contributory	Interwar
9	Rennie Street THORNBURY	Non Contributory	Late 20th century
10	Rennie Street THORNBURY	Contributory	Interwar
11	Rennie Street THORNBURY	Non Contributory	Late 20th century
12	Rennie Street THORNBURY	Contributory	Interwar
13	Rennie Street THORNBURY	Contributory	Interwar
14	Rennie Street THORNBURY	Contributory	Interwar
15	Rennie Street THORNBURY	Non Contributory	Late 20th century
16	Rennie Street THORNBURY	Contributory	Interwar
17	Rennie Street THORNBURY	Contributory	Interwar
18	Rennie Street THORNBURY	Contributory	Interwar
18A	Rennie Street THORNBURY	Non Contributory	Late 20th century
18B	Rennie Street THORNBURY	Non Contributory	Late 20th century

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DAREBIN PLANNING SCHEME

19	Rennie Street THORNBURY	Contributory	Interwar
20	Rennie Street THORNBURY	Contributory	Interwar
20A	Rennie Street THORNBURY	Contributory	Interwar
21	Rennie Street THORNBURY	Contributory	Interwar
22	Rennie Street THORNBURY	Non Contributory	Federation
23	Rennie Street THORNBURY	Contributory	Interwar
23A	Rennie Street THORNBURY	Contributory	Interwar
24	Rennie Street THORNBURY	Contributory	Federation
25	Rennie Street THORNBURY	Contributory	Interwar
26	Rennie Street THORNBURY	Contributory	Interwar
27	Rennie Street THORNBURY	Contributory	Interwar
28	Rennie Street THORNBURY	Non Contributory	Federation
29	Rennie Street THORNBURY	Non Contributory	Federation
29A	Rennie Street THORNBURY	Contributory	Federation
30	Rennie Street THORNBURY	Contributory	Interwar
31	Rennie Street THORNBURY	Contributory	Interwar
31A	Rennie Street THORNBURY	Non Contributory	Late 20th century
32	Rennie Street THORNBURY	Non Contributory	Late 20th century
33	Rennie Street THORNBURY	Non Contributory	Late 20th century
34	Rennie Street THORNBURY	Non Contributory	Late 20th century
35	Rennie Street THORNBURY	Non Contributory	Late 20th century
36	Rennie Street THORNBURY	Contributory	Interwar
37	Rennie Street THORNBURY	Non Contributory	Post-WWII
38	Rennie Street THORNBURY	Contributory	Interwar
39	Rennie Street THORNBURY	Contributory	Interwar
40	Rennie Street THORNBURY	Non Contributory	Federation
40A	Rennie Street THORNBURY	Non Contributory	Federation
41	Rennie Street THORNBURY	Contributory	Federation
42	Rennie Street THORNBURY	Contributory	Federation
43	Rennie Street THORNBURY	Contributory	Interwar
44	Rennie Street THORNBURY	Contributory	Interwar
45	Rennie Street THORNBURY	Non Contributory	Interwar
46	Rennie Street THORNBURY	Non Contributory	Federation
47	Rennie Street THORNBURY	Contributory	Interwar
48	Rennie Street THORNBURY	Non Contributory	Late 20th century
49	Rennie Street THORNBURY	Non Contributory	Late 20th century
50	Rennie Street THORNBURY	Contributory	Interwar
50A	Rennie Street THORNBURY	Contributory	Interwar
51	Rennie Street THORNBURY	Non Contributory	Late 20th century
52	Rennie Street THORNBURY	Contributory	Interwar
53	Rennie Street THORNBURY	Contributory	Interwar
54A	Rennie Street THORNBURY	Non Contributory	Late 20th century
54B	Rennie Street THORNBURY	Non Contributory	Late 20th century
55	Rennie Street THORNBURY	Contributory	Interwar
56	Rennie Street THORNBURY	Contributory	Interwar
57	Rennie Street THORNBURY	Contributory	Interwar
58	Rennie Street THORNBURY	Contributory	Interwar
59	Rennie Street THORNBURY	Contributory	Interwar

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DAREBIN PLANNING SCHEME

60	Rennie Street THORNBURY	Non Contributory	Late 20th century
61	Rennie Street THORNBURY	Contributory	Interwar
62-64	Rennie Street THORNBURY	Non Contributory	Late 20th century
63	Rennie Street THORNBURY	Contributory	Interwar
63A	Rennie Street THORNBURY	Non Contributory	Interwar
65	Rennie Street THORNBURY	Contributory	Interwar
66	Rennie Street THORNBURY	Contributory	Interwar
67	Rennie Street THORNBURY	Contributory	Interwar
68	Rennie Street THORNBURY	Contributory	Interwar
69	Rennie Street THORNBURY	Non Contributory	Interwar
70	Rennie Street THORNBURY	Contributory	Interwar
71	Rennie Street THORNBURY	Contributory	Interwar
72	Rennie Street THORNBURY	Contributory	Interwar
73	Rennie Street THORNBURY	Contributory	Interwar
74	Rennie Street THORNBURY	Contributory	Interwar
75	Rennie Street THORNBURY	Non Contributory	Interwar
76	Rennie Street THORNBURY	Non Contributory	Interwar
77	Rennie Street THORNBURY	Contributory	Interwar
78	Rennie Street THORNBURY	Non Contributory	Interwar
79	Rennie Street THORNBURY	Contributory	Interwar
80	Rennie Street THORNBURY	Contributory	Interwar
81	Rennie Street THORNBURY	Contributory	Interwar
82	Rennie Street THORNBURY	Contributory	Interwar
83	Rennie Street THORNBURY	Contributory	Interwar
84	Rennie Street THORNBURY	Contributory	Interwar
85	Rennie Street THORNBURY	Contributory	Interwar
86	Rennie Street THORNBURY	Contributory	Interwar
87	Rennie Street THORNBURY	Contributory	Interwar
88	Rennie Street THORNBURY	Contributory	Interwar
89	Rennie Street THORNBURY	Contributory	Interwar
90	Rennie Street THORNBURY	Non Contributory	Recent
91	Rennie Street THORNBURY	Contributory	Interwar
92	Rennie Street THORNBURY	Contributory	Interwar
93	Rennie Street THORNBURY	Non Contributory	Late 20th century
94	Rennie Street THORNBURY	Contributory	Interwar
95	Rennie Street THORNBURY	Contributory	Interwar
96	Rennie Street THORNBURY	Contributory	Interwar
97	Rennie Street THORNBURY	Contributory	Interwar
98	Rennie Street THORNBURY	Non-Contributory	Interwar
99	Rennie Street THORNBURY	Non Contributory	Late 20th century
100	Rennie Street THORNBURY	Non Contributory	Post-WWII
102	Rennie Street THORNBURY	Non Contributory	Post-WWII
101	Rennie Street THORNBURY	Contributory	Interwar
103	Rennie Street THORNBURY	Contributory	Interwar
104	Rennie Street THORNBURY	Contributory	Interwar
105	Rennie Street THORNBURY	Contributory	Interwar
106	Rennie Street THORNBURY	Non Contributory	Recent
107	Rennie Street THORNBURY	Contributory	Interwar

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OFFICIAL

DAREBIN PLANNING SCHEME

108	Rennie Street THORNBURY	Non-Contributory	Post-WWII
109	Rennie Street THORNBURY	Contributory	Interwar
110	Rennie Street THORNBURY	Non-Contributory	Post-WWII
111	Rennie Street THORNBURY	Contributory	Interwar
112	Rennie Street THORNBURY	Non-Contributory	Post-WWII
112A	Rennie Street THORNBURY	Non-Contributory	Post-WWII
113	Rennie Street THORNBURY	Contributory	Interwar
114	Rennie Street THORNBURY	Non-Contributory	Post-WWII
116	Rennie Street THORNBURY	Non-Contributory	Post-WWII
118	Rennie Street THORNBURY	Non-Contributory	Post-WWII
119	Rennie Street THORNBURY	Non-Contributory	Post-WWII
121	Rennie Street THORNBURY	Non-Contributory	Post-WWII
123	Rennie Street THORNBURY	Non-Contributory	Post-WWII
125	Rennie Street THORNBURY	Non-Contributory	Post-WWII
127	Rennie Street THORNBURY	Non-Contributory	Post-WWII
129	Rennie Street THORNBURY	Non-Contributory	Post-WWII
133	Rennie Street THORNBURY	Non-Contributory	Post-WWII
135	Rennie Street THORNBURY	Contributory	Interwar
90	Smith Street THORNBURY	Contributory	Federation
92	Smith Street THORNBURY	Contributory	Federation
94	Smith Street THORNBURY	Non-Contributory	Interwar
96	Smith Street THORNBURY	Contributory	Interwar
98	Smith Street THORNBURY	Non-Contributory	Interwar
100	Smith Street THORNBURY	Contributory	Interwar
102	Smith Street THORNBURY	Contributory	Federation
104	Smith Street THORNBURY	Contributory	Interwar
106	Smith Street THORNBURY	Contributory	Interwar
108	Smith Street THORNBURY	Contributory	Interwar
112	Smith Street THORNBURY	Non-Contributory	Recent
114	Smith Street THORNBURY	Non-Contributory	Late 20th-century
116	Smith Street THORNBURY	Contributory	Interwar
118	Smith Street THORNBURY	Contributory	Interwar
120	Smith Street THORNBURY	Non-Contributory	Federation
122	Smith Street THORNBURY	Non-Contributory	Federation
124	Smith Street THORNBURY	Non-Contributory	Interwar
126	Smith Street THORNBURY	Contributory	Interwar
126A	Smith Street THORNBURY	Non-Contributory	Interwar
128A	Smith Street THORNBURY	Contributory	Interwar
128	Smith Street THORNBURY	Contributory	Interwar
130	Smith Street THORNBURY	Contributory	Interwar
132	Smith Street THORNBURY	Contributory	Interwar
134	Smith Street THORNBURY	Contributory	Interwar
136	Smith Street THORNBURY	Non-Contributory	Late 20th-century
138	Smith Street THORNBURY	Contributory	Interwar
138A	Smith Street THORNBURY	Contributory	Interwar
140	Smith Street THORNBURY	Contributory	Interwar
142	Smith Street THORNBURY	Non-Contributory	Interwar
144	Smith Street THORNBURY	Contributory	Interwar

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OFFICIAL

DAREBIN PLANNING SCHEME

146	Smith Street THORNBURY	Contributory	Interwar
146A	Smith Street THORNBURY	Contributory	Interwar
148	Smith Street THORNBURY	Contributory	Interwar
150	Smith Street THORNBURY	Contributory	Interwar
152	Smith Street THORNBURY	Non-Contributory	Interwar
154	Smith Street THORNBURY	Contributory	Interwar
156	Smith Street THORNBURY	Contributory	Interwar
160	Smith Street THORNBURY	Contributory	Interwar
162	Smith Street THORNBURY	Contributory	Interwar
164	Smith Street THORNBURY	Contributory	Interwar
166	Smith Street THORNBURY	Contributory	Federation
168	Smith Street THORNBURY	Contributory	Federation
170	Smith Street THORNBURY	Contributory	Interwar
172	Smith Street THORNBURY	Contributory	Interwar
174	Smith Street THORNBURY	Contributory	Interwar
176	Smith Street THORNBURY	Non Contributory	Late 20th century
176A	Smith Street THORNBURY	Non Contributory	Late 20th century
178	Smith Street THORNBURY	Contributory	Interwar
180	Smith Street THORNBURY	Non Contributory	Recent
182	Smith Street THORNBURY	Contributory	Interwar
184	Smith Street THORNBURY	Contributory	Interwar
186	Smith Street THORNBURY	Contributory	Interwar
188	Smith Street THORNBURY	Non Contributory	Recent
188A	Smith Street THORNBURY	Non Contributory	Recent
190	Smith Street THORNBURY	Contributory	Interwar
192	Smith Street THORNBURY	Non Contributory	Late 20th century
455A	St Georges Road THORNBURY	Contributory	Interwar
457	St Georges Road THORNBURY	Contributory	Interwar
459	St Georges Road THORNBURY	Contributory	Federation
499	St Georges Road THORNBURY	Significant Non Contributory	Post-WWII
9	Strettle Street THORNBURY	Non-Contributory	Post-WWII
11	Strettle Street THORNBURY	Contributory	Interwar
13	Strettle Street THORNBURY	Non-Contributory	Late 20 th -century
15-17	Strettle Street THORNBURY	Non-Contributory	Late 20 th -century
19	Strettle Street THORNBURY	Non-Contributory	Post-WWII
21	Strettle Street THORNBURY	Non-Contributory	Post-WWII
23	Strettle Street THORNBURY	Non-Contributory	Post-WWII
25	Strettle Street THORNBURY	Non-Contributory	Post-WWII
27	Strettle Street THORNBURY	Non-Contributory	Post-WWII
29	Strettle Street THORNBURY	Non-Contributory	Post-WWII
31	Strettle Street THORNBURY	Non-Contributory	Post-WWII
33	Strettle Street THORNBURY	Non-Contributory	Post-WWII
35	Strettle Street THORNBURY	Non-Contributory	Post-WWII
37	Strettle Street THORNBURY	Non-Contributory	Late 20 th -century
39	Strettle Street THORNBURY	Non-Contributory	Post-WWII
39A	Strettle Street THORNBURY	Non-Contributory	Late 20 th -century
41	Strettle Street THORNBURY	Non-Contributory	Recent

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OFFICIAL

DAREBIN PLANNING SCHEME

1	<i>Taylor Street THORNBURY</i>	<i>Non Contributory</i>	<i>Late 20th century</i>
1A	<i>Taylor Street THORNBURY</i>	<i>Non Contributory</i>	<i>Late 20th century</i>
1B	<i>Taylor Street THORNBURY</i>	<i>Non Contributory</i>	<i>Late 20th century</i>
1C	<i>Taylor Street THORNBURY</i>	<i>Non Contributory</i>	<i>Late 20th century</i>
2	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
3	<i>Taylor Street THORNBURY</i>	<i>Non Contributory</i>	<i>Late 20th century</i>
4	<i>Taylor Street THORNBURY</i>	<i>Non Contributory</i>	<i>Late 20th century</i>
5	<i>Taylor Street THORNBURY</i>	<i>Non Contributory</i>	<i>Interwar</i>
6	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
7	<i>Taylor Street THORNBURY</i>	<i>Non Contributory</i>	<i>Late 20th century</i>
8	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
9	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
11	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
13	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
15	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
17	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>
19	<i>Taylor Street THORNBURY</i>	<i>Contributory</i>	<i>Interwar</i>

This document is an incorporated document in the Darebin Planning Scheme pursuant to section 6(2)(j) of the *Planning and Environment Act 1987*

OFFICIAL

CITY OF DAREBIN HERITAGE STUDY INCORPORATED PLAN – PERMIT EXEMPTIONS (~~2011, amended 2021~~2022)

This incorporated plan sets out the permit exemptions from the provisions of the Heritage Overlay in accordance with Clause 43.01-2 that apply to specific heritage place and precincts.

Please refer to the relevant heritage place and precinct citations in the *City of Darebin Heritage Study – Historic Heritage Places (2011)*, *Fairfield Village Heritage Assessment, 2017* and *Thornbury Park Estate Precinct* (RBA Architects and Conservation Consultants, 2024~~2022~~) for further information about the significance of each place and precinct, including history, description and statements of significance. This information can also be accessed from the City of Darebin website or by contacting Darebin Council.

1 Application

These permit exemptions apply to places included within the Heritage Overlay as follows:

- Heritage precincts in the residential zones as specified in Table 3.1 (Section 3.1)
- Individual heritage places in the residential zones (Section 3.2)
- Heritage precincts in the business zones as specified in Table 3.2 (Section 3.3)
- East Plenty Tram Depot, 211-43 Plenty Road, Preston (Section 3.4)
- Whittlesea Railway Precinct (Section 3.5)
- Miller Road Tramway Bridge (Section 3.6)
- Northern Metropolitan Institute of Technology (Former Preston Technical School) (Section 3.7)
- House and former doctor’s surgery, 572 Plenty Road, Preston (Section 3.8)
- St Andrew’s Alphington and Fairfield Uniting Church, 85 Gillies St, Fairfield (Section 3.9) Fairfield Railway reserve. (Section 3.10)

This incorporated plan does not provide permit exemptions from a planning permit if required by any other provision of the Darebin Planning Scheme.

2 Definitions

The following definitions apply: *[Old definitions have been reformatted into a table with additions]*

DEFINITIONS

<i>Heritage Place</i>	<i>Significant</i>	A <i>Significant</i> place is a single heritage place that has cultural heritage significance which may be independent of its context. These places may also contribute to the significance of a heritage precinct. <i>Significant</i> places within a heritage precinct will not usually have a separate Statement of Significance.
	<i>Contributory</i>	A <i>Contributory</i> place contributes to the significance of a heritage precinct, but would not be significant on their own.

	<i>Significant feature</i>	A <i>Significant feature</i> is any feature (building, tree, structure etc.) identified as contributing to the significance of a heritage place or precinct. <i>Significant features</i> are identified in the <i>City of Darebin Heritage Study 2008</i> and the <i>Fairfield Village Heritage Assessment, 2017</i> .
<i>Non Heritage Place</i>	<i>Non-contributory or Not Significant</i>	<i>Non-contributory or Not Significant</i> places which do not contribute to the significance of a heritage precinct. In some instances, a <i>Significant</i> place may be considered <i>Non-contributory or Not Significant</i> within a precinct. For example, an important Modernist house within a Victorian era precinct.
<i>Maintenance</i>		<i>Maintenance</i> means the continuous protective care of a <i>place</i> , and its <i>setting</i> . <i>Maintenance</i> is to be distinguished from repair which involves <i>restoration or reconstruction</i> .

Significant, Contributory and Non-contributory or Not Significant places within heritage precincts are shown on the precinct maps that form part of this incorporated plan – see Attachment A.

3 No Planning Permit Required

3.1 Heritage precincts in the residential zones

This applies to the heritage precincts listed in Table 3.1, which are shown on the attached precinct maps. It does not apply to heritage places that are individually listed in the schedule to the Heritage Overlay (Refer to Section 3.2).

Table 3.1 – Heritage precincts

Precinct	Locality	HO No.
Broomfield Avenue	Alphington	HO297
Gladstone Avenue	Northcote	HO298
Carlisle Street	Preston	HO299
Garnet Street	Preston	HO300
Larne Grove and Roxburgh Street	Preston	HO302
Livingstone Parade	Preston	HO303
Milton Crescent	Preston	HO304
Edgar Street	Reservoir	HO306
Queen Street	Reservoir	HO308
Plow Street	Thornbury	HO310
Rossmoyne Street	Thornbury	HO311
Woolton Avenue	Thornbury	HO181
Thornbury Park Estate	Thornbury	HO318

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following development within the heritage precincts subject to the Heritage Overlay

specified in Table 3.1:

Demolition and routine maintenance

- Demolition of a building or part of a building on a property shown as *Non-contributory* on the relevant precinct map.
- Demolition of a side or rear fence. This does not apply to a property located on a corner or if any part of the side or rear fence is identified as a *Significant feature*.
- Repairs or routine maintenance to a building that would change the appearance of that building on a property shown as *Non-contributory* on the relevant precinct map. This does not apply if the repairs or routine maintenance would result in an extension to the building.
- Repairs or routine maintenance or alterations to the wall of a building that faces the rear boundary that would change the appearance of that building on a property shown as *Contributory* on the relevant precinct map. This does not apply if the repairs or routine maintenance would result in an extension to the building, or to a property on a corner site.

Construction of and extensions to buildings, other structures, services and fences

- Construction of an outbuilding with a gross floor area not more than 10 square metres and a maximum building height not more than 3 metres above natural ground level within the rear yard as defined in Figure 1.
- Construction or extension of an open-sided pergola or verandah with a finished floor level not more than 800mm above natural ground level and a maximum building height not more than 3 metres above natural ground level within the rear yard as defined in Figure 1.
- Construction or extension of a deck with a finished floor level not more than 800mm above natural ground level within the rear yard as defined in Figure 1.
- Construction of an extension to a building on a property shown as *Contributory* on the relevant precinct map provided that all of the following conditions are met:
 - the building height¹ is not more than the building height of the original dwelling excluding any later extensions or additions;
 - The extension is sited within the rear yard as defined in Figure 1.
 - the setback from side boundaries is not less than the setback of the existing building.
- Construction of an extension to a building on a property shown as *Non contributory* on the relevant precinct map provided that:
 - the building height¹ is not more than the building height of the existing building; and
 - the setback from front or side boundaries is the not less than the setback of the existing building.
- Construction of a front fence not more than 1.2metres in height above natural ground level provided that this does not require the demolition of an existing front fence of a property shown as *Significant* or *Contributory* on the relevant precinct map or identified as a *Significant feature* within the precinct.
- Construction of a side or rear fence including the installation of lattice or trellis. This exemption does not apply to:
 - Side fences within 3 metres of the frontage; or
 - Side fences along the secondary frontage of a property on a corner site.
- Installation of domestic services normal to dwelling on any property that may be visible from a street or public park provided that the installation:

¹ "Building height" as defined by Clause 72 General Terms in the Darebin Planning Scheme

- is not attached to the front wall of the building;
- is not situated between the front wall of the building and the front property boundary;
- if attached to the side wall of a building on a property shown as *Significant* or *Contributory* on the relevant precinct map, it is set back not less than 4 metres from the minimum front setback of the dwelling (See Note 1);
- does not project above the highest point of the roof;
- is not situated on that part of the roof that faces directly toward a street (including a side street); and if situated on part of a roof that faces a side boundary on a property shown as *Significant* or *Contributory* on the relevant precinct map, it is set back not less than 4 metres from the minimum front setback of the dwelling (See Note 1).
- Construction or extension of a domestic swimming pool or spa and associated mechanical equipment and safety fencing on any property provided that the pool is situated within the rear yard as defined in Figure 1

3.2 Individual places in the residential zones

This applies to heritage places that are individually listed in the Schedule to the Heritage Overlay, except for 572 Plenty Road, Preston (Refer to Section 3.8).

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following development for individually listed heritage places within the residential zones subject to the Heritage Overlay:

Demolition and routine maintenance

- Demolition of or alterations to a building that is not specified as a *Significant feature*. This includes routine maintenance that would change the appearance of a building.
- Demolition of a side or rear fence. This does not apply to a property located on a corner or if any part of the side or rear fence is identified as a *Significant feature*.

Construction of and extensions to buildings and fences

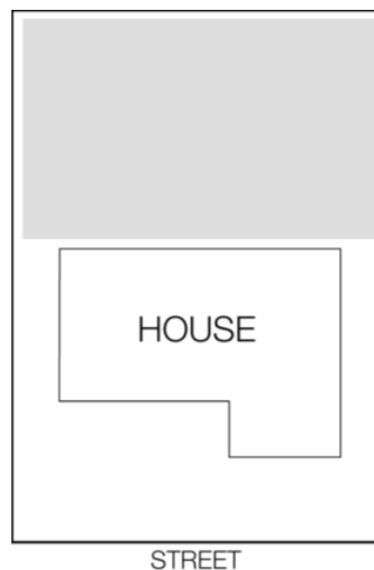
- Construction of an outbuilding with a gross floor area not more than 10 square metres and a maximum building height not more than 3 metres above natural ground level within the rear yard of a property as defined in Figure 1. This does not apply if it would require the removal, demolition or alteration of a *Significant feature*.
- Construction or extension of an open-sided pergola or verandah with a finished floor level not more than 800mm above natural ground level and a maximum building height not more than 3 metres above natural ground level within the rear yard as defined in Figure 1. This does not apply if it would require the removal, demolition or alteration of a *Significant feature*.
- Construction or extension of a deck with a finished floor level not more than 800mm above natural ground level within the rear yard as defined in Figure 1. This does not apply if it would require the removal, demolition or alteration of a *Significant feature*.
- Construction of a front fence not more than 1.2 metres in height above natural ground level provided that this does not require the demolition of an existing front fence that is identified as a *Significant feature*.
- Construction of a side or rear fence including the installation of lattice or trellis. This exemption does not apply to:
 - Side fences within 3 metres of the frontage; or
 - Side fences along the secondary frontage of a property on a corner site.

- The installation of lattice or trellis on a fence identified as a *Significant feature*.
- Construction or extension of a domestic swimming pool or spa and associated mechanical equipment and safety fencing on any property provided that the pool is situated within the rear yard as defined on Figure 1. This does not apply if it would require the removal, demolition or alteration of a *Significant feature*.

NOTE 1: *For the purposes of this exemption the front setback is measured to the original dwelling and not to any later extensions or additions such as garages or carports*

FIGURE 1

The shaded area defines the rear yard for the purposes of this policy



3.3 Heritage precincts in the business zones

This applies to the heritage precincts listed in Table 3.2, which are shown on the attached precinct maps.

Table 3.2 – Heritage precincts

Precinct	Locality	HO No.
High Street, Preston	Preston	HO301
Plenty Road	Preston	HO305
High Street, Reservoir	Reservoir	HO307
High Street, Thornbury	Thornbury	HO309
Fairfield Village	Fairfield	HO313

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following development within the heritage precincts subject to the Heritage Overlay listed in Table 3.2:

- Demolition of a building or part of a building on a property shown as *Non-contributory or Not Significant* on the relevant precinct map.
- Routine maintenance to a building that would change the appearance of that building on a property shown as *Non-contributory or Not Significant* on the relevant precinct map.
- Signage situated below verandah at ground floor level on a building on a

property shown as *Non-contributory or Not Significant* on the relevant precinct plan.

- Above verandah signage on a building on a property shown as *Non-contributory* on the relevant precinct plan unless the building is adjacent to a *Significant* or *Contributory* building as shown on the relevant precinct map.
- Installation of an automatic teller machine on a building on a property shown as *Non-contributory or Not Significant* on the relevant precinct plan.
- The alteration to an existing building façade of a building on a property shown as *Non-contributory or Not Significant* on the relevant precinct plan provided that:
 - The alteration does not include the installation of an external roller shutter
 - At least 80 per cent of the building front at ground level is maintained as an entry or window with clear glazing.
- An awning on a building on a property shown as *Non-contributory or Not Significant* on the relevant precinct plan that projects over a public road reservation if it is authorised by the relevant public land manager.

3.4 East Preston Tram Depot

This applies to the East Preston Tram Depot at 211-243 Plenty Road, Preston (HO240). *Significant features* are listed in Table 3.3.

Table 3.3 – East Preston Tram Depot significant features

Significant feature	Non-significant features
The offices, constructed by 1955, facing Plenty Road	Later alterations and additions
The covered tram storage shed, constructed by 1955, to the extent of the exterior walls and roof	Later alterations and additions

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following demolition and buildings and works within HO240 (East Preston Tram Depot):

- Removal of, modifications and repairs to and replacement of overhead power lines.
- Repairs to and replacement of tramway tracks.
- Modifications and repairs to and replacement of any electric or electronic signalling equipment.
- Removal of, repairs to, installation or replacement of safety barriers, rubbish bins, seating, bicycle racks and other small items of furniture.
- Removal, installation, repair or replacement of non-commercial signage, security lighting, fire safety equipment provided it does not involve the removal or erection of a building or other structure.
- Resurfacing of existing paths and driveways.
- Removal, installation or replacement of garden watering, water recycling or drainage systems.
- Management of trees in accordance with Australian Standard 4373: Pruning of Amenity Trees.

3.5 Whittlesea Railway Precinct

This applies to all sites included within the Whittlesea Railway Precinct (HO295).

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following demolition and buildings and works within HO295 (Whittlesea Railway Precinct):

- Removal of, modifications and repairs to and replacement of overhead power lines.
- Repairs to and replacement of railway tracks and sleepers including ballast.
- Modifications and repairs to and replacement of any electric or electronic signalling equipment.
- Removal of, repairs to, installation or replacement of ticket machines, passenger control gates, safety barriers, rubbish bins, seating, bicycle racks and other small items of platform furniture.
- Removal, installation, repair or replacement of non-commercial signage, security lighting, fire safety equipment provided it does not involve the removal or erection of a building or other structure.
- Resurfacing of existing paths and driveways.
- Removal, installation or replacement of garden watering, water recycling or drainage systems.
- Management of trees in accordance with Australian Standard 4373: Pruning of Amenity Trees.
- The construction or demolition of buildings and works and tree removal necessary to achieve compliance with the *Disability Discrimination Act 1992* and *Disability Standards for Accessible Public Transport 2002* in accordance with a plan for such works within the Heritage Overlay area which has been approved by the responsible authority.

3.6 Miller Street Tramway Bridge

This applies to the Miller Street Tramway Bridge (HO 236). *Significant features* are listed in Table 3.4.

Table 3.4 – Miller Street Tramway Bridge significant features

Significant feature	Non-significant features
Brick abutments either side of the railway line	Post 1945 alterations and additions including concrete deck, supporting piers and cyclone wire fencing.

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following demolition and buildings and works within HO236 (Miller Street Tramway Bridge):

- Alterations or additions, or routine maintenance to a structure that would change the appearance of that structure other than the *Significant features* of the structure listed in Table 3.4.
- Installation of or alterations and additions to trackwork, overhead wiring and associated infrastructure and the carrying out of associated works.

3.7 Former Preston Technical College (NMIT)

This applies to the former Preston Technical College (now NMIT) 77-89 St Georges Road, Preston (HO250). *Significant features* are listed in Table 3.5.

Table 3.5 – Former Preston Technical College (NMIT) significant features

Significant feature	Non-significant features
The former Preston Technical College designed by Percy Everett and constructed by 1937	Later alterations and additions including the additions to the north and south wings constructed c.1955. Landscaping and other buildings.

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following demolition and buildings and works within HO250 (Former Preston Technical College):

- Demolition or alteration of non-significant buildings or features. Construction or demolition of buildings and works necessary to achieve compliance with the *Disability Discrimination Act 1992* in accordance with a plan for such works within the Heritage Overlay area that has been approved by the responsible authority.
- Construction of a fence not more than 1.2 metres in height above natural ground level.
- Construction or extension of a deck with a finished floor level not more than 800mm above natural ground level.
- Removal of, repairs to, installation or replacement of safety barriers, rubbish bins, seating, bicycle racks and other small items of furniture.
- Removal, installation, repair or replacement of non-commercial signage, security lighting, fire safety equipment provided it does not involve the removal or erection of a building or other structure.
- Resurfacing of existing paths and driveways or construction of new paths or driveways.
- Removal, installation or replacement of garden watering, water recycling or drainage systems.
- Management of trees in accordance with Australian Standard 4373: Pruning of Amenity Trees.

3.8 House, garage and former doctor's surgery, 572 Plenty Road, Preston

This applies the house, garage and former doctor's surgery, 572 Plenty Road, Preston (HO242). *Significant features* are listed in Table 3.6.

Table 3.6 – House, garage and former doctor's surgery significant features

Significant feature	Non-significant features
The house and its interior designed by Harold Desbrowe Annear.	The interior of the garage.
The garage designed by Harold Desbrowe Annear.	The side and rear fencing other than the arched gateway and high rendered wall.
The arched gateway and high rendered wall adjoining the house facing Plenty Road	

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for

the following buildings and works within HO242:

Interior

- Painting of previously painted walls and ceilings provided that preparation or painting does not remove evidence of any original paint or other decorative scheme.
- Installation, removal or replacement of carpets and/or flexible floor coverings.
- Installation, removal or replacement of curtain tracks, rods and blinds.
- Installation, removal or replacement of hooks, nails and other devices for the hanging of mirrors, paintings and other wall mounted art.
- Refurbishment of existing bathrooms, toilets and kitchens including removal, installation or replacement of sanitary fixtures including the original shower structure and associated piping, mirrors, wall and floor coverings.
- Demolition or removal of non-original bathroom partitions and tiling, sanitary fixtures and fittings, kitchen wall tiling and equipment, lights, built-in cupboards and the like.
- Removal or replacement of non-original door and window furniture including, hinges, locks, knobsets and sash lifts.
- Installation of stud walls, which are removable, providing no alteration to the structure is required.
- Removal of tiling or concrete slabs in wet areas provided there is no damage to or alteration of original structure or fabric.
- Installation, removal or replacement of ducted, hydronic or concealed radiant type heating provided that the installation does not damage existing skirtings and architraves and that the central plant is concealed.
- Installation, removal or replacement of electrical wiring provided that all new wiring is fully concealed and any original servant's bells, light switches, pull cords, push buttons or power outlets are retained in-situ. Note: if wiring original to the place was carried in timber conduits then the conduits should remain in situ.
- Installation, removal or replacement of bulk insulation in the roof space.
- Installation of plant within the roof space.
- Installation of new built-in cupboards providing no alteration to the structure is required.

Demolition and routine maintenance

- Demolition of or alterations to a building that is not specified as a *Significant feature*. This includes routine maintenance that would change the appearance of a building.
- Demolition of the non-significant side or rear fence.

Construction of and extensions to buildings and fences

- Construction of an outbuilding with a gross floor area not more than 10 square metres and a maximum building height not more than 3 metres above natural ground level within the rear yard of a property as defined in Figure 1. This does not apply if it would require the removal, demolition or alteration of a *Significant feature*.
- Construction or extension of an open-sided pergola or verandah with a finished floor level not more than 800mm above natural ground level and a maximum building height not more than 3 metres above natural ground level within the rear yard as defined in Figure 1. This does not apply if it would require the removal, demolition or alteration of a *Significant feature*.

- Construction or extension of a deck with a finished floor level not more than 800mm above natural ground level within the rear yard as defined in Figure 1. This does not apply if it would require the removal, demolition or alteration of a *Significant feature*.
- Construction of a side or rear fence including the installation of lattice or trellis. This exemption does not apply to the installation of lattice or trellis on a fence identified as a *Significant feature*.
- Construction or extension of a domestic swimming pool or spa and associated mechanical equipment and safety fencing on any property provided that the pool is situated within the rear yard as defined on Figure 1. This does not apply if it would require the removal, demolition or alteration of a *Significant feature*.

3.9 St Andrew's Alphington and Fairfield Uniting Church, 85 Gillies St, Fairfield

This applies St Andrew's Alphington and Fairfield Uniting Church, 85 Gillies St, Fairfield, (HO314). *Significant features* are listed in Table 3.8

Table 3.8 – St Andrew's Alphington and Fairfield Uniting Church significant features

Significant feature	Non-significant features
The exterior and interior of the church as designed by Francis Bruce Kemp.	The existing picket fencing on the street boundaries The features located within the blue polygon on the aerial plan in Figure 2.

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following buildings and works within HO314:

Interior

- Painting of previously painted walls and ceilings provided that preparation or painting does not remove evidence of any original paint or other decorative scheme.
- Installation, removal or replacement of carpets and/or flexible floor coverings. Installation, removal or replacement of curtain tracks, rods and blinds.
- Installation, removal or replacement of hooks, nails and other devices for the hanging of mirrors, paintings and other wall mounted art.
- Refurbishment of existing bathrooms, toilets and kitchens including removal, installation or replacement of sanitary fixtures including and associated piping, mirrors, wall and floor coverings.
- Demolition or removal of non-original partitions and tiling, sanitary fixtures and fittings, wall tiling and equipment, lights, built-in cupboards and the like.
- Removal or replacement of non-original door and window furniture including, hinges, locks, knobsets and sash lifts.
- Installation of stud walls, which are removable, providing no alteration to the structure is required.
- Removal of tiling or concrete slabs in wet areas provided there is no damage to or alteration of original structure or fabric.
- Installation, removal or replacement of ducted, hydronic or concealed radiant type heating provided that the installation does not damage existing skirtings and architraves and that the central plant is concealed.

- Installation, removal or replacement of electrical wiring provided that all new wiring is fully concealed.
- Installation, removal or replacement of bulk insulation in the roof space.
- Installation of plant within the roof space.
- Installation of new built-in cupboards providing no alteration to the structure is required.

Demolition and routine maintenance

- Demolition of or alterations to all features within the blue polygon shown in Figure 2. This includes routine maintenance that would change the appearance of a building.
- Demolition of the non-significant side or rear fences.
- Construction of and extensions to buildings and fences

FIGURE 2

*St Andrew's Alphington and Fairfield
Uniting Church, 85 Gillies St, Fairfield
The red line is the HO boundary and
the blue polygon is the area that is
appropriate for future development.*



3.10 Fairfield Railway Reserve

This applies to all land within the curtilage of the Fairfield Railway reserve as shown on the Fairfield Village Heritage Precinct map in Attachment A. Significant features are listed in Table 3.9.

Table 3.9 – Fairfield Railway Reserve significant features

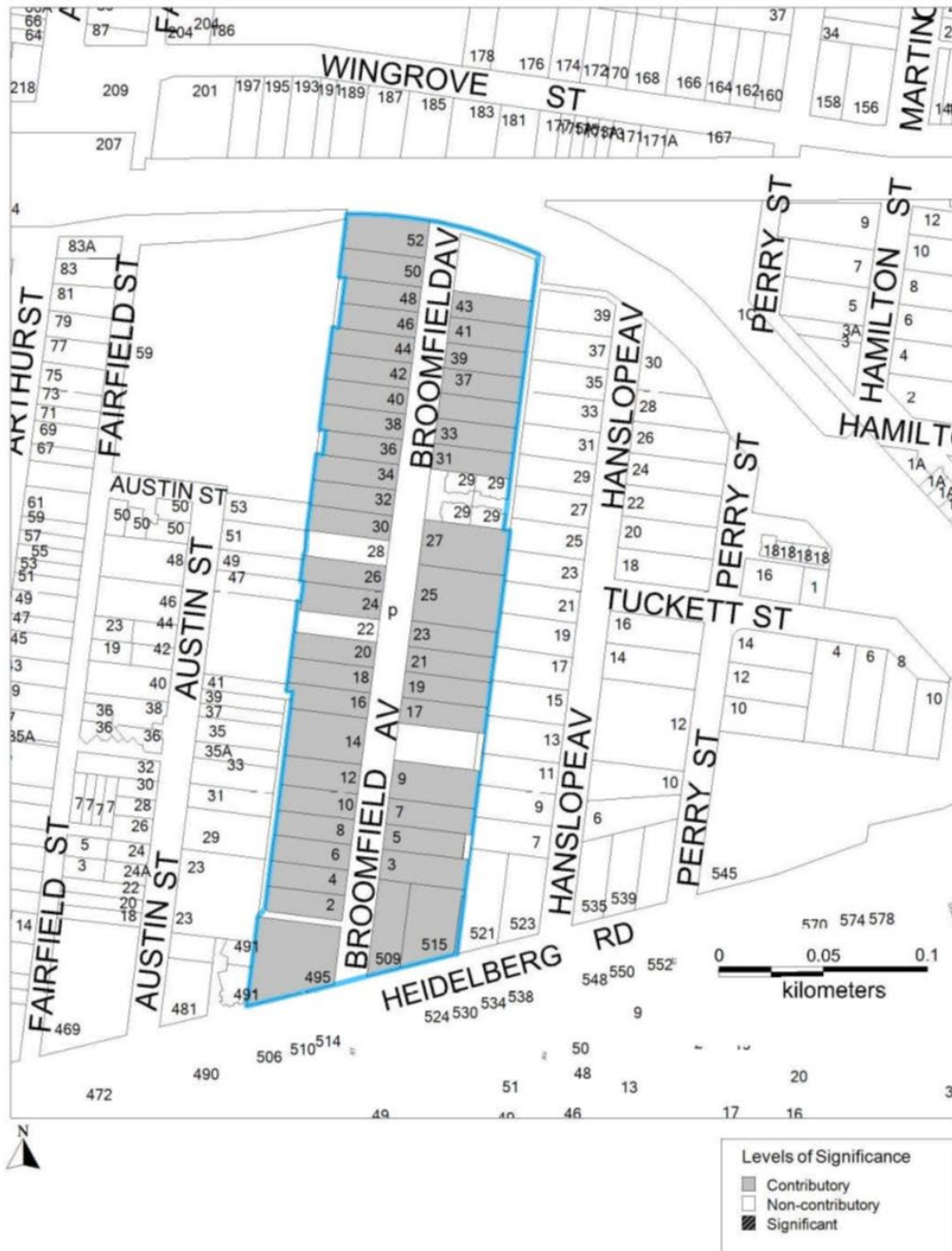
Significant feature	Non-significant features
The two mature palm trees at entrance to station from Railway Place	Wire mesh fencing
South side station building and verandah	Car park areas
North side station building and verandah	Gum trees
North and south platforms	FIDO art work
Timber pedestrian bridge	South side Protective Services Officer building and adjacent shelter
Signal Box, including timber staircase	

Under Clause 43.01-2 of the Planning Scheme, no planning permit is required for the following demolition and buildings and works within the Fairfield Railway Reserve within HO313:

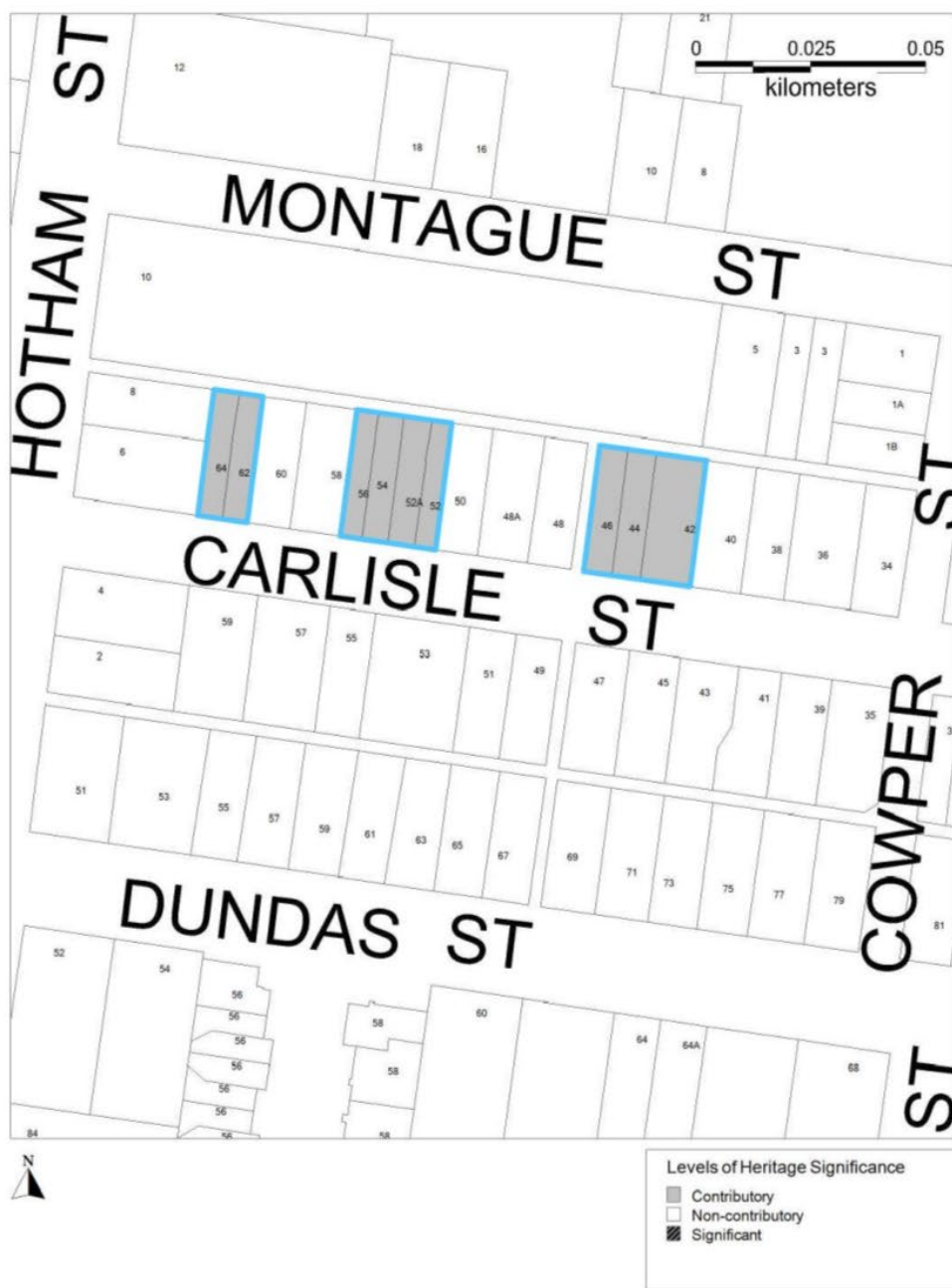
- Removal of, modifications and repairs to and replacement of overhead power lines and associated support structures.
- Works, repairs and routine maintenance which change the appearance of a building, structure, tree or other item not identified as a significant feature in Table 3.9.
- Works, repairs and routine maintenance which do not change the appearance of a building, structure, tree or other item identified as a significant feature in Table 3.9.
- Repairs to and replacement of railway tracks and sleepers including ballast.
- Modifications and repairs to and replacement of any signaling or communications equipment.
- Removal of, repairs to, installation or replacement of ticket machines, passenger control gates, safety barriers, rubbish bins, seating, bicycle racks and other small items of platform furniture.
- Removal, installation, repair or replacement of non-commercial signage, security lighting and fire safety equipment provided it does not involve the removal or erection of a building or other structure.
- Demolition or removal of a fence
- Resurfacing of existing paths, platforms and driveways provided this is undertaken to the same details, specifications and materials.
- Removal, installation or replacement of garden watering, water recycling or drainage systems.
- Management of trees (except the two palm trees) in accordance with Australian Standard 4373: Pruning of Amenity Trees.

The construction or demolition of buildings and works and tree removal necessary to achieve compliance with the Disability Discrimination Act 1992 and Disability Standards for Accessible Public Transport 2002, except for demolition or removal of any item identified as a significant feature in Table 3.9.

ATTACHMENT A – HERITAGE PRECINCT MAPS



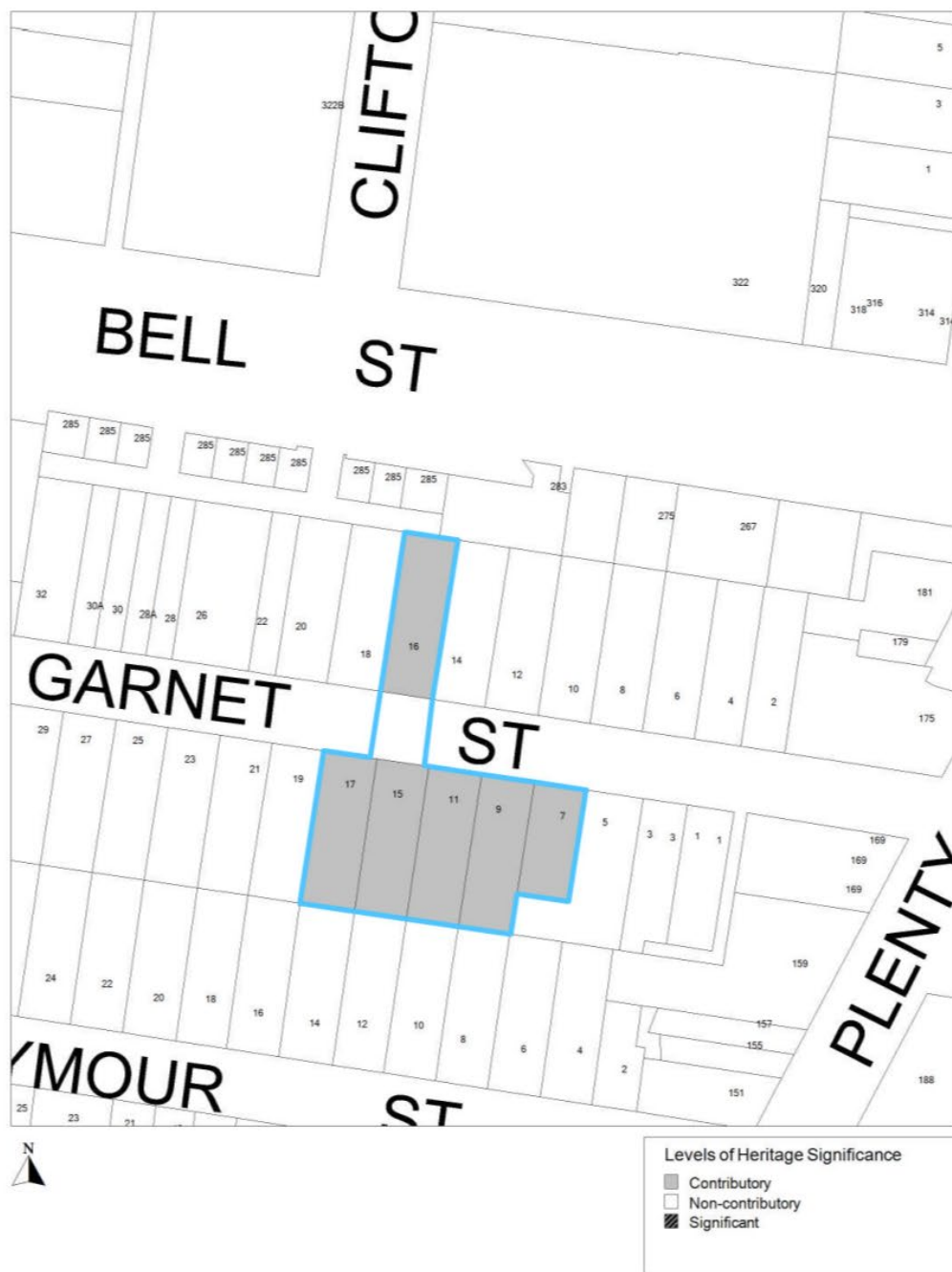
Broomfield Avenue Precinct, Alphington



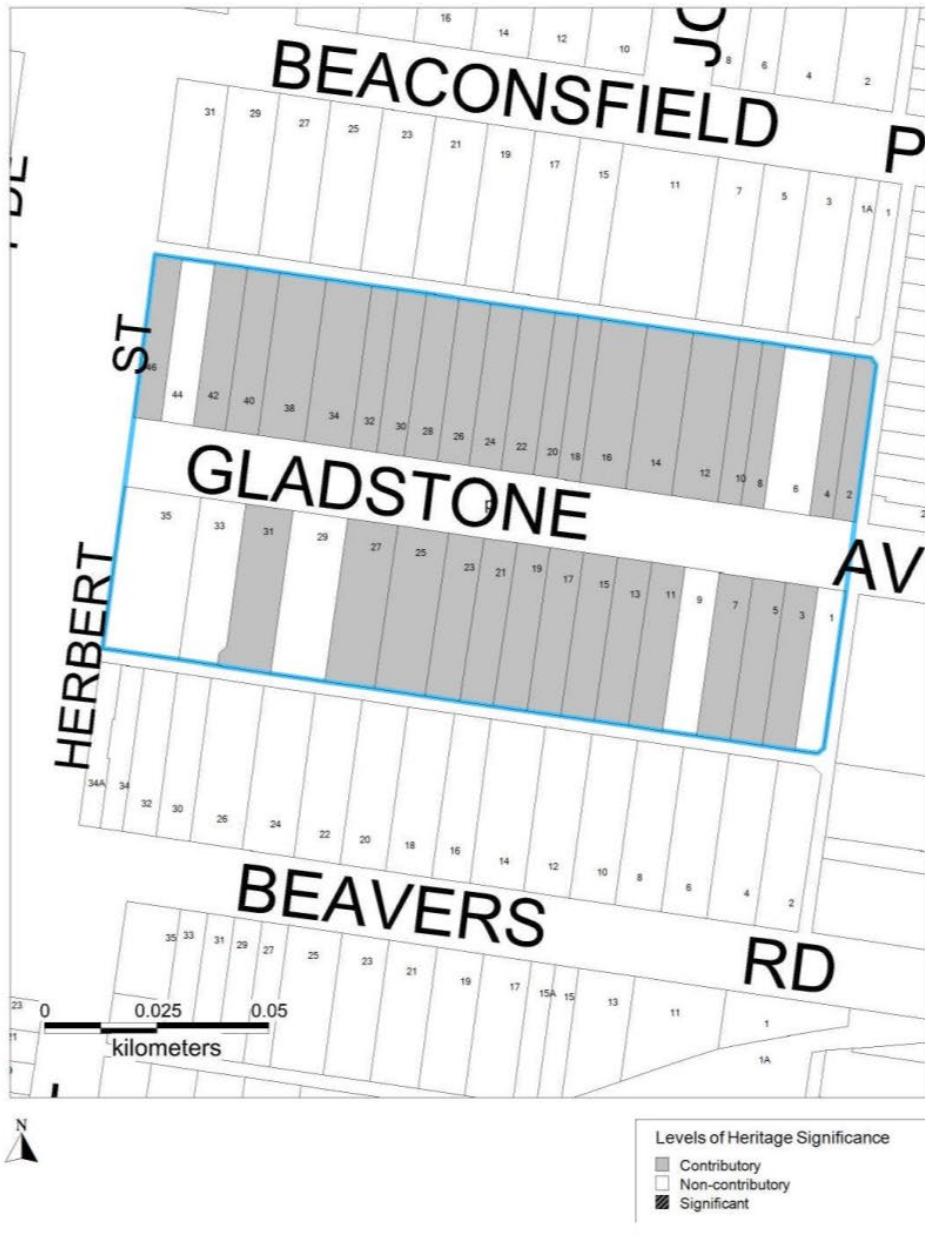
Carlisle Street Precinct, Preston



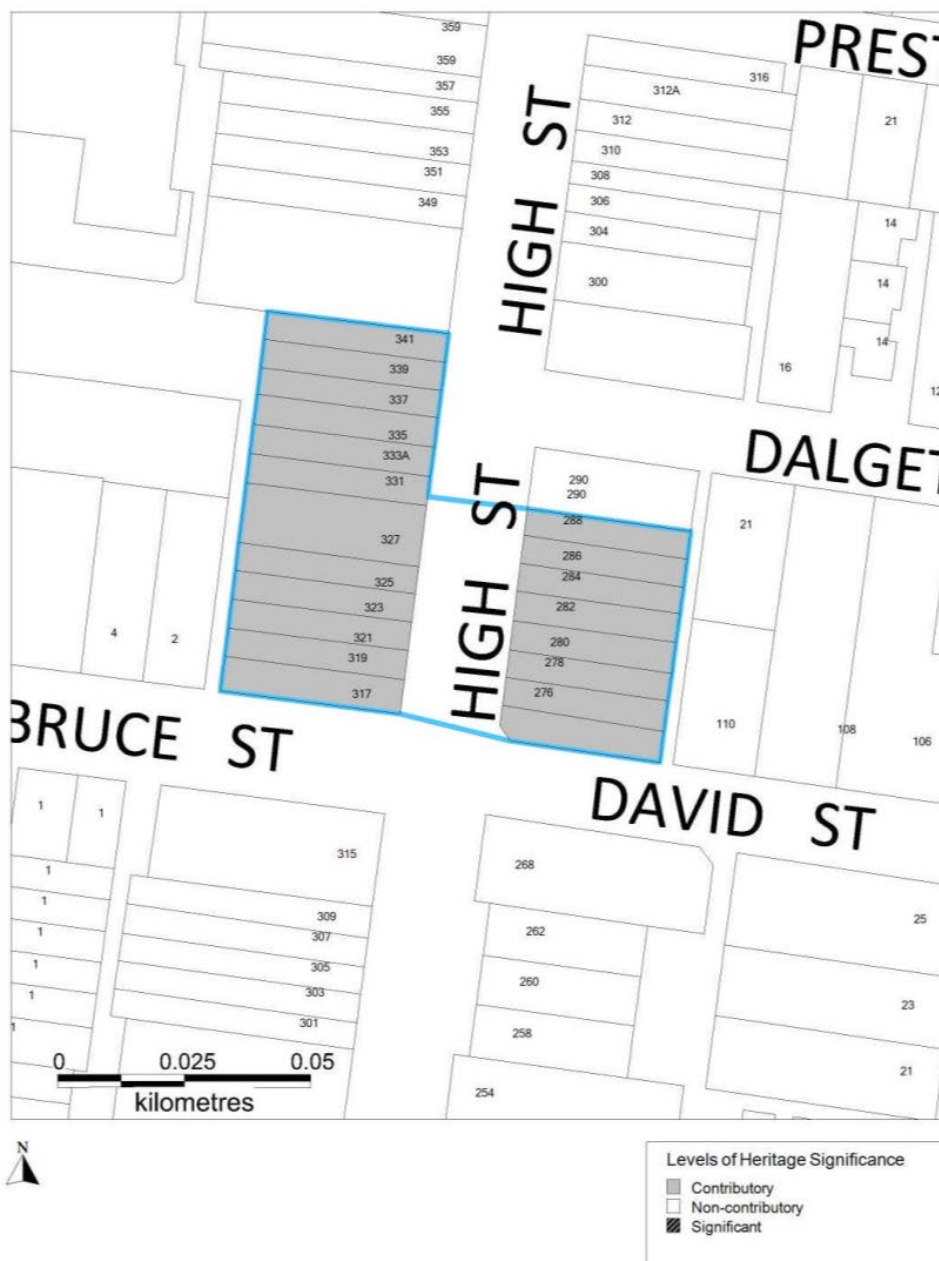
Edgar Street Precinct, Reservoir



Garnet Street Precinct, Preston



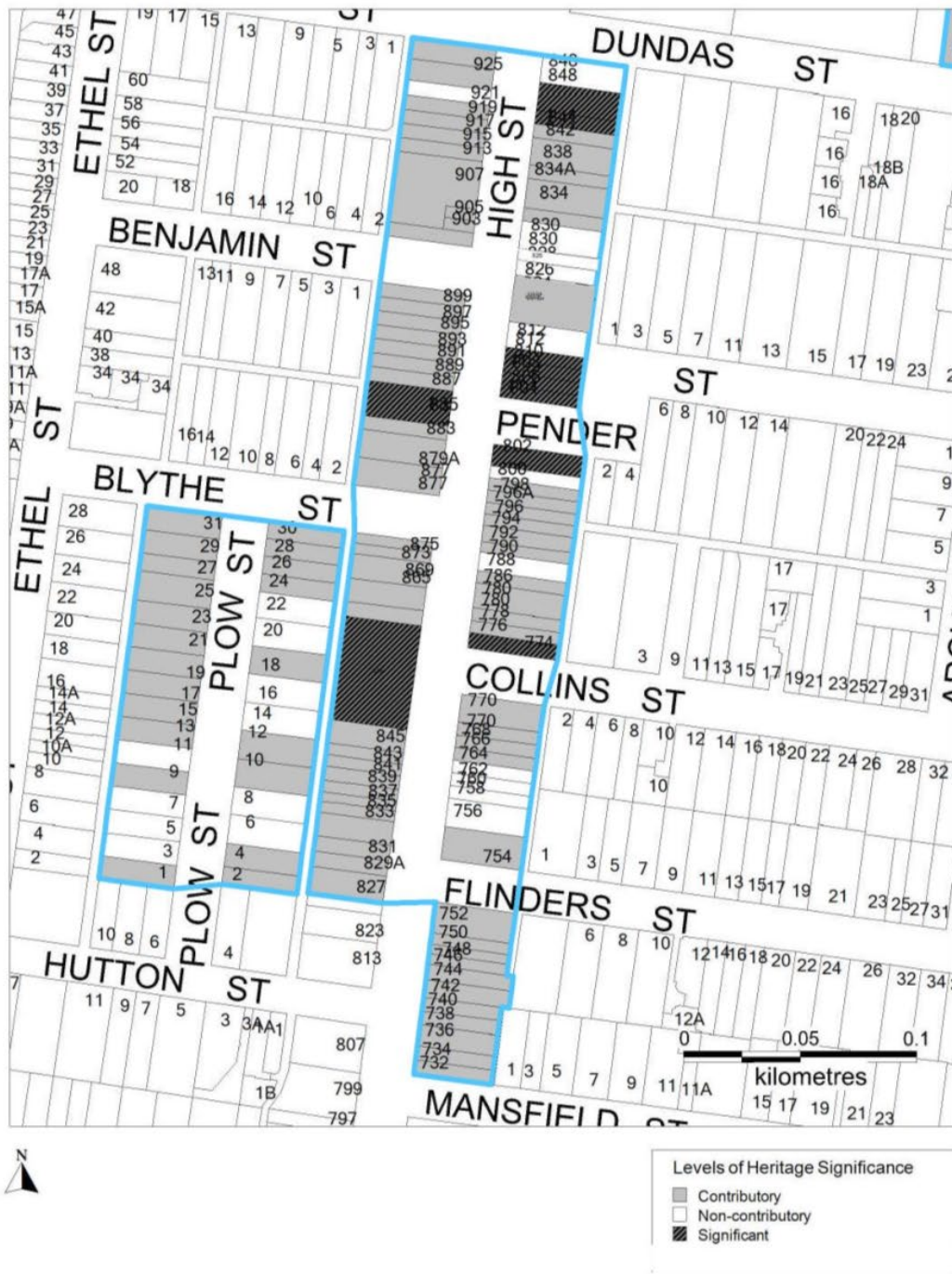
Gladstone Avenue Precinct, Northcote



High Street, Preston



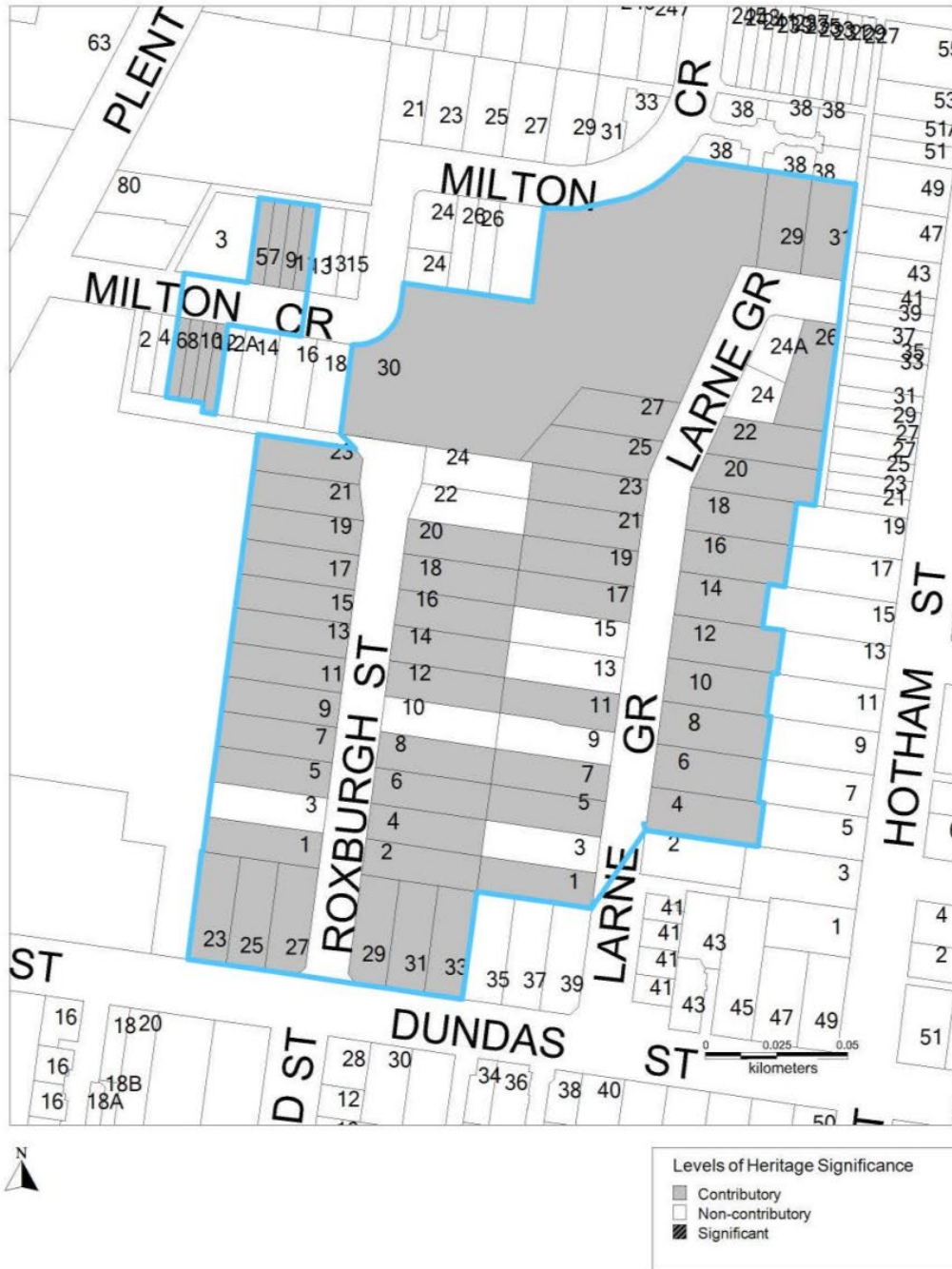
High Street, Reservoir



High Street, Thornbury



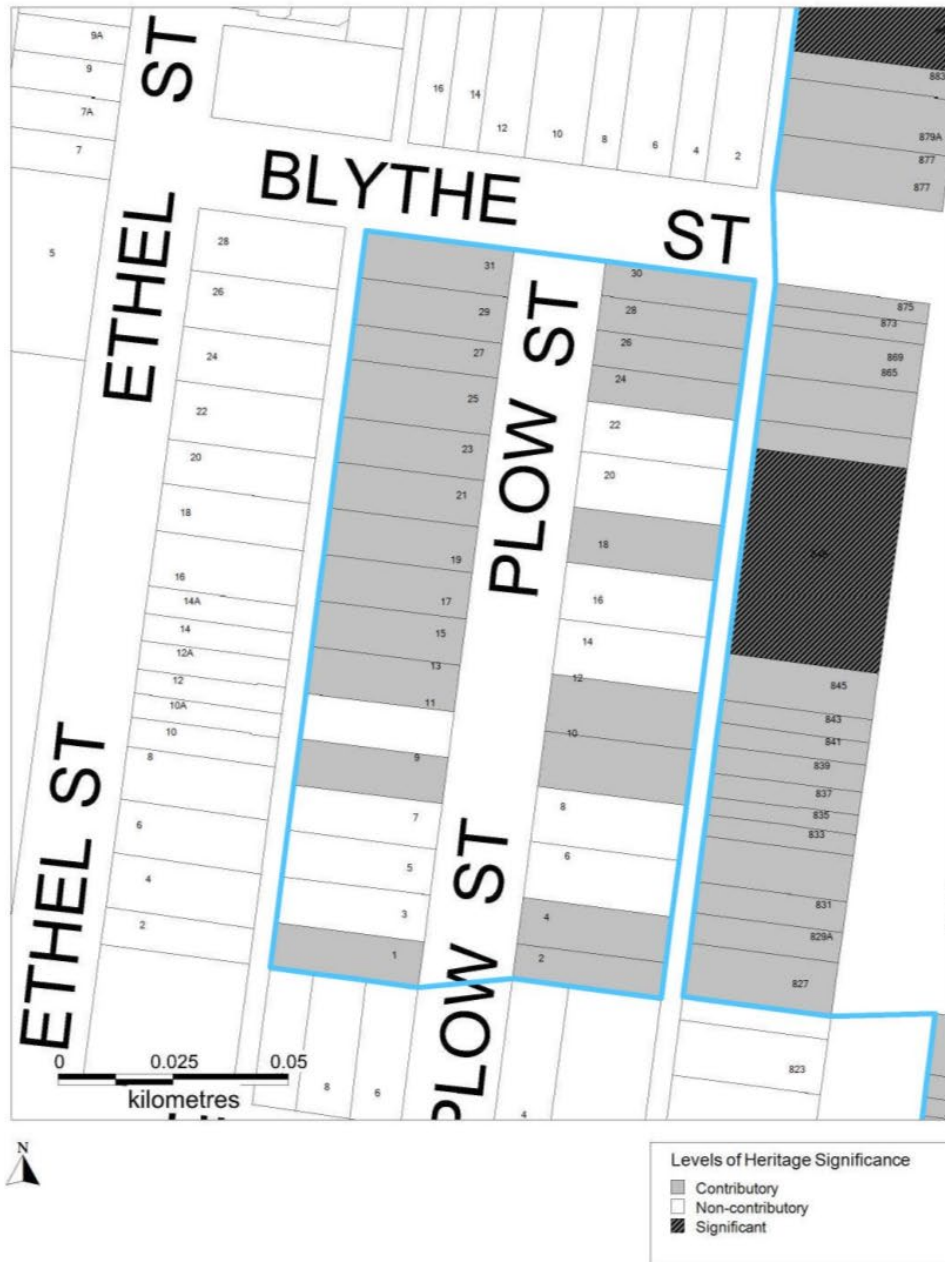
Livingstone Parade Precinct, Preston



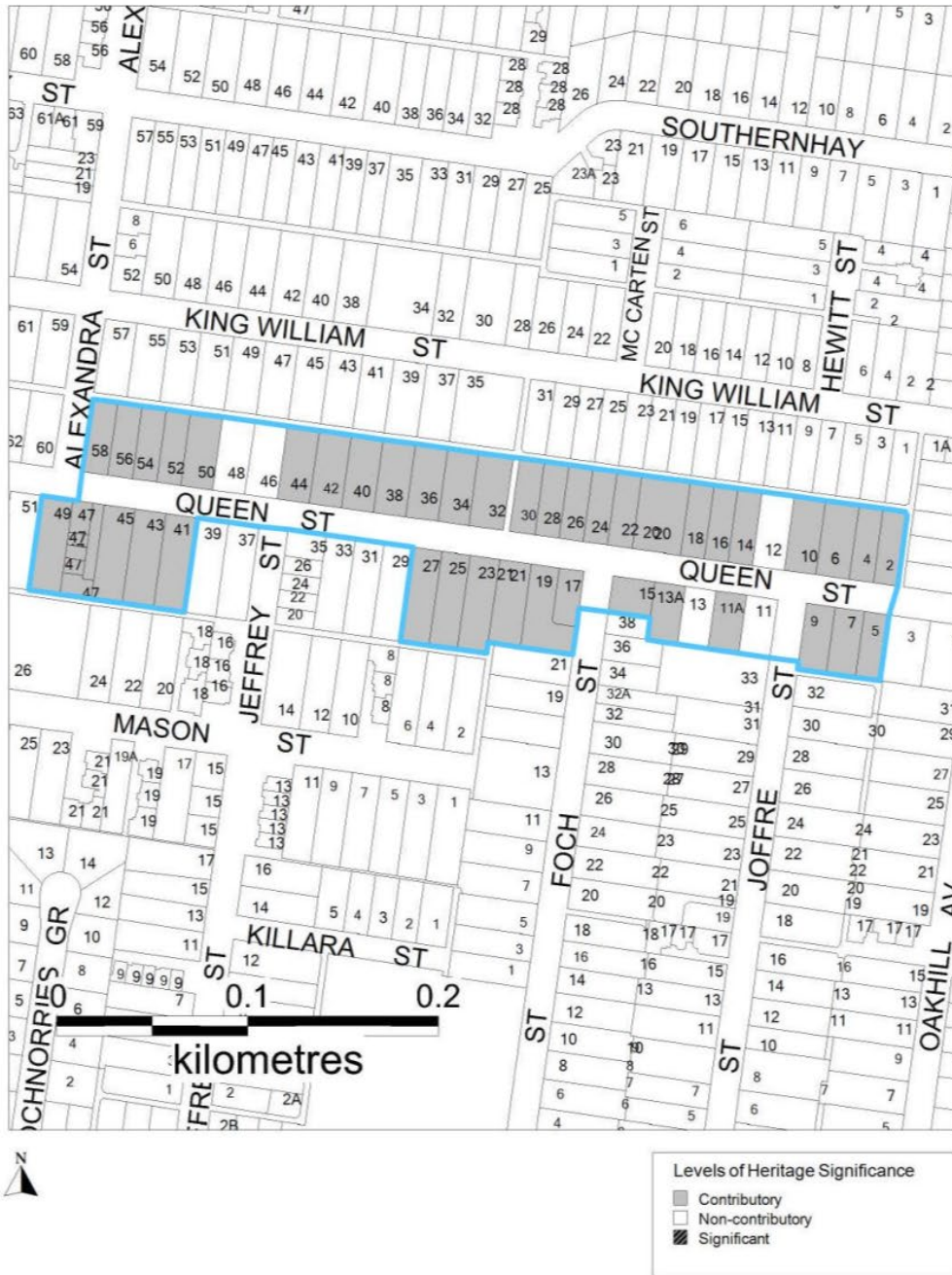
Milton Crescent Precinct & Larne Grove and Roxburgh Street Precinct, Preston



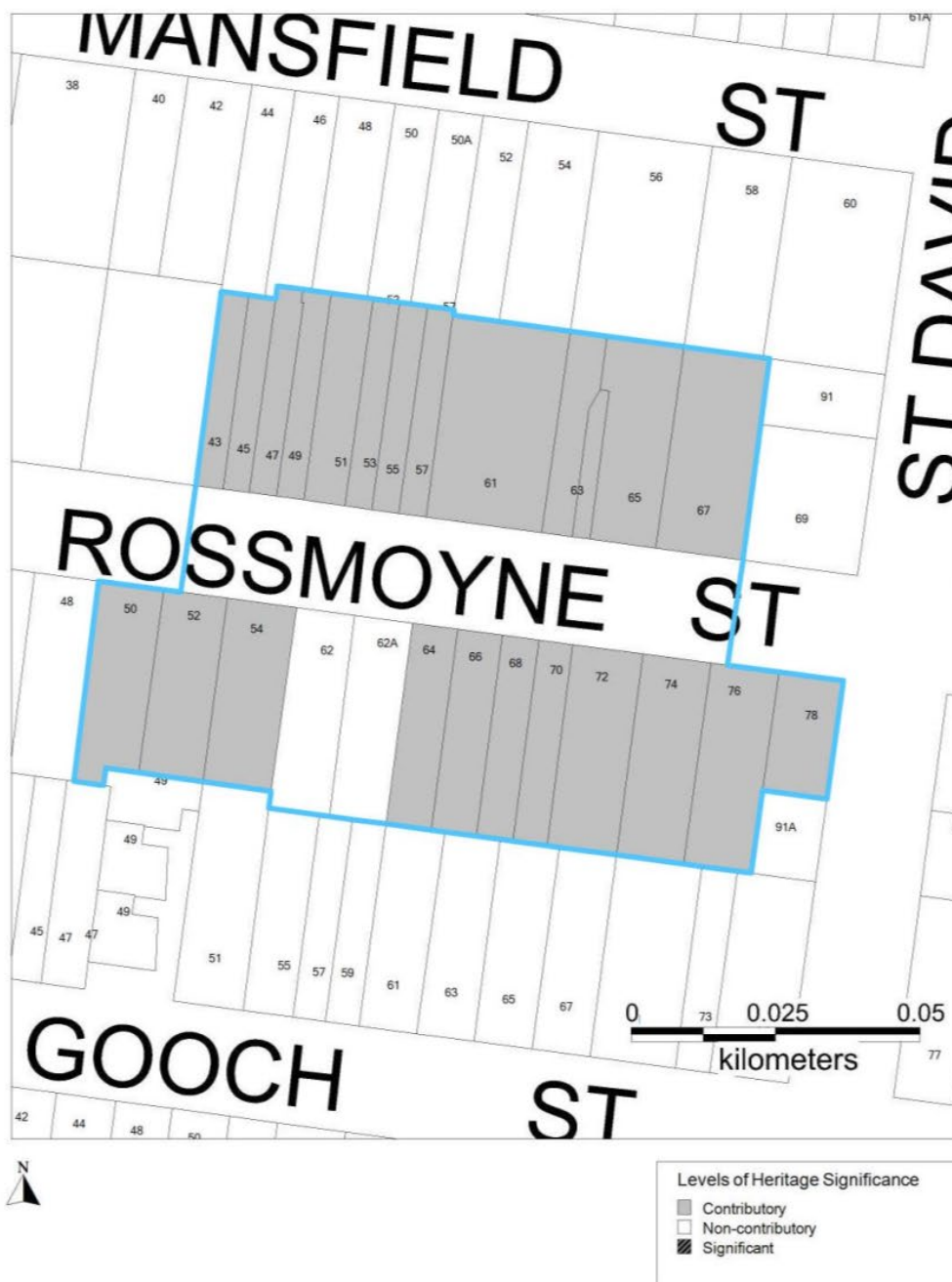
Plenty Road, Preston



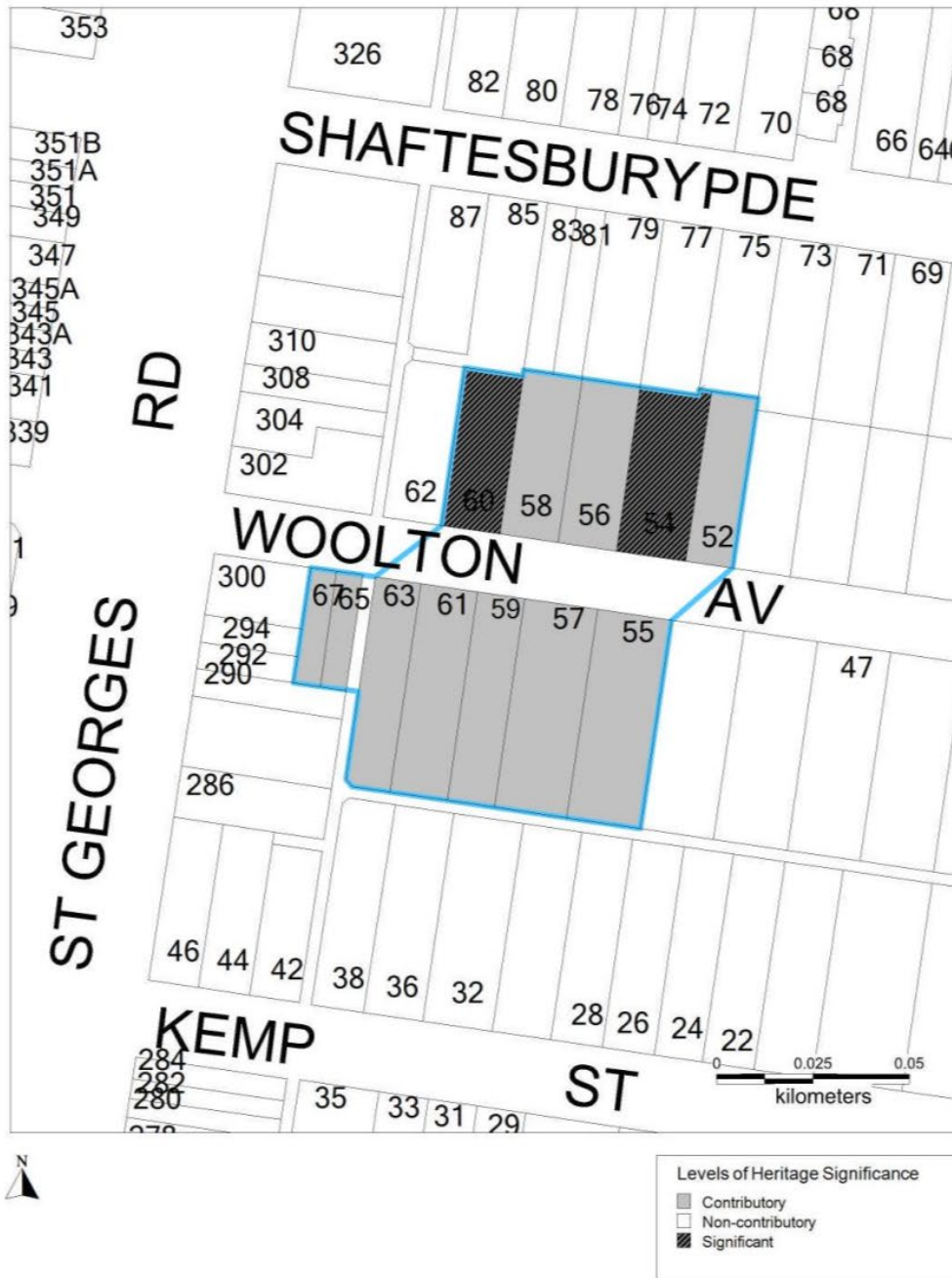
Plow Street Precinct, Thornbury



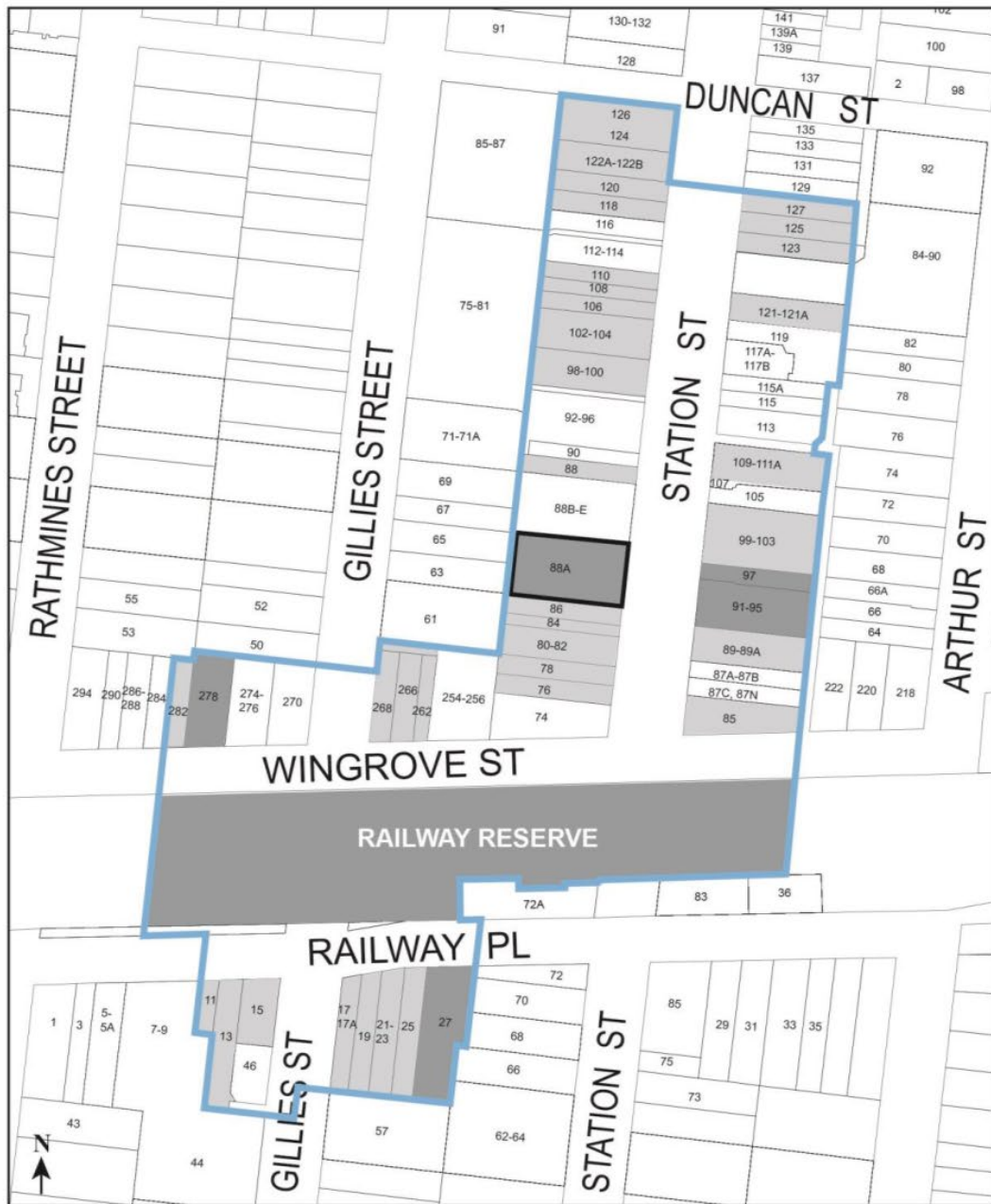
Queen Street Precinct, Reservoir






Rossmoyne Street Precinct, Thornbury



Woolton Avenue Precinct, Thornbury



Levels of Heritage Significance	
	Contributory
	Not significant/ not contributory places
	Significant

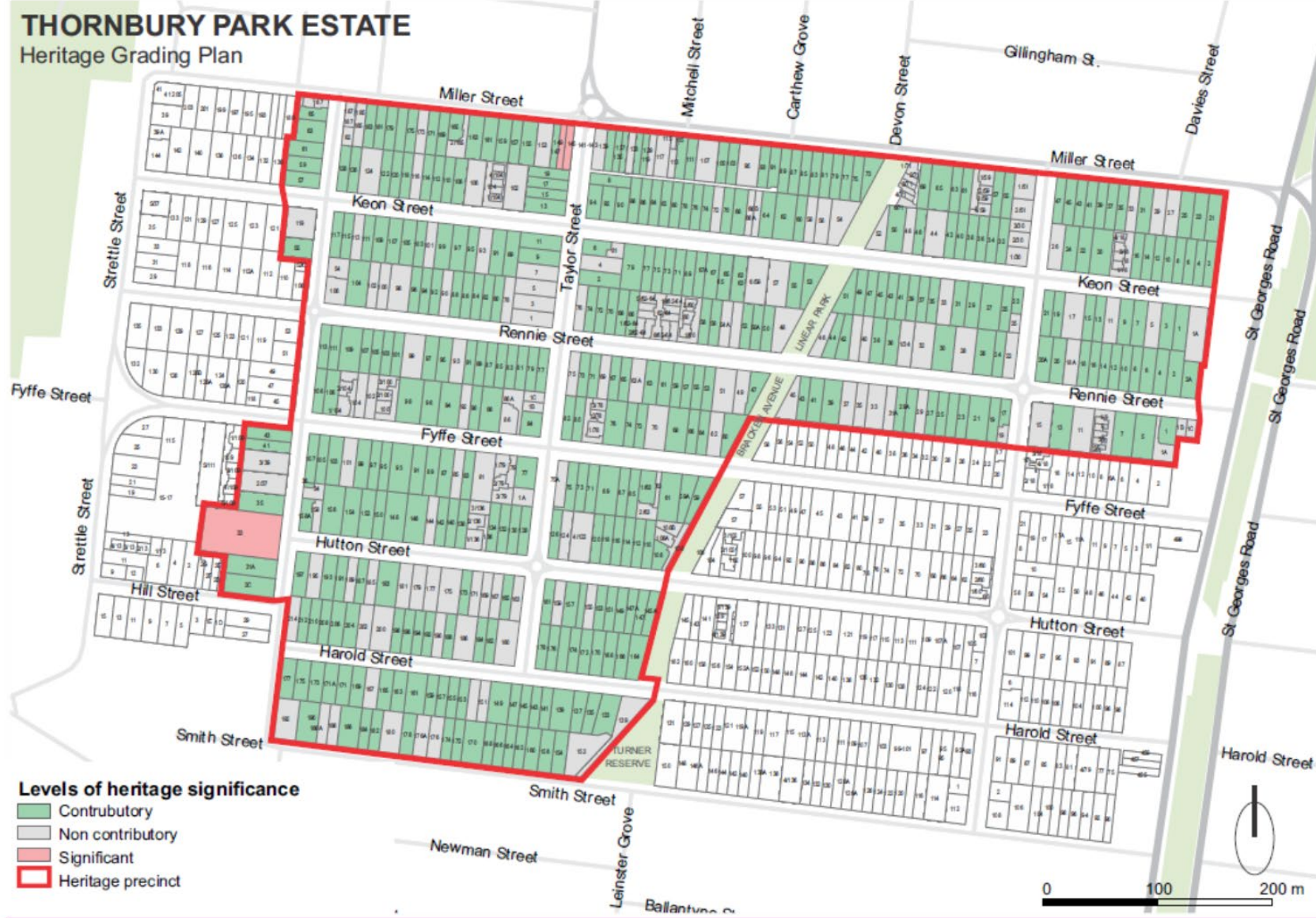
Fairfield Village Heritage Precinct, Fairfield

Thornbury Park Estate Precinct GRADINGS MAP PLAN Thornbury Park Estate



Levels of Heritage Significance

- Contributory
- Non Contributory
- Significant



Appendix C – Darebin Planning Scheme Amendment C191dare Panel recommendations and Council response

Panel Recommendation	Consideration and officer recommendation	Recommended change to C191dare
Amend the land to which Heritage Overlay HO318 applies to reflect the Panels' preferred precinct boundary.	<p>A reduced precinct is supported and it is accepted that the concentration of Post-WWII properties west of Comas Grove is somewhat disconnected from the broader precinct.</p> <p>However, the Panel preferred precinct leaves out intact streetscapes in the northeast of the exhibited precinct: Miller (south side), Keon and Rennie streets. These should be included in the adopted precinct.</p> <p>Bracken Avenue Linear Park does not create a visual barrier to interpreting the western and eastern parts of the exhibited precinct as interrelated and cohesive.</p>	<p>Officer recommendation Partially adopt</p> <p>Reduce the exhibited precinct to include the Panel preferred extent, plus the eastern sections of Miller (south side), Keon and Rennie streets as shown in the body of the report and Appendix B.</p>
<p>Amend the Statement of Significance for HO318 (Thornbury Park Estate Precinct) as follows:</p> <p>a) Update the Gradings Map Plan to reflect the Panels' preferred precinct boundary as shown in Figure 2.</p>	<p>a) A reduced precinct is supported, however intact streetscapes in the northeast of the exhibited precinct - Miller (south side), Keon and Rennie streets - should be added to the Panel preferred precinct.</p>	<p>Officer recommendation (a) Partially adopt</p> <p>Update the Grading Map in the Statement of Significance with the map as shown in Appendix B to the Council report</p>

<p>b) Update the Gradings Map Plan to designate the following properties as non-contributory:</p> <ul style="list-style-type: none"> • 119 Miller Street • 115 and 115A Miller Street • 107 Miller Street • 95 Miller Street • 100 Rennie Street • 102 Rennie Street • 179 Hutton Street • 159 Hutton Street • 200 Harold Street • 72 Keon Street • 163 Hutton Street • 185 Hutton Street • 85 Fyffe Street • 76 Rennie Street. <p>c) Update the Gradings Table to reflect the new precinct boundary and revised grading of properties.</p> <p>d) Delete all references to “Post-WWII” in the ‘What is significant?’ section.</p> <p>e) Update the ‘Why it is significant?’ section to reflect the Panel’s recommendations.</p>	<p>b) The downgrading of Post-WWII and low-intact properties is supported, given the concentration of Post-WWII west of Comas Grove is removed from the recommended precinct.</p> <p>The properties to be downgraded include those within the Panel preferred boundary (as identified in this Panel recommendation) and the same category of properties within the Council recommended precinct extent.</p> <p>c) This follows from a) and b) and is supported in the same way in respect of officers’ recommended precinct extent.</p> <p>d) This is supported. The downgrading of Post-WWII is appropriate, given the concentration of Post-WWII west of Comas Grove is removed from the recommended precinct. Therefore references to Post-WWII should be deleted from the What is significant section.</p> <p>e) This is supported in relation to the Panel recommended downgrading of Post-WWII and low-intact properties within the precinct and other relevant changes in relation to the officer recommended precinct boundary</p>	<p>Officer recommendation (b) Adopt – for the officer recommended precinct extent</p> <p>Update the Gradings Map to designate all Post-WWII and low intact properties within Council’s preferred precinct extent as non-contributory as shown in Appendix B to the Council report.</p> <p>Officer recommendation (c, d, e) Adopt as amended to suit officer revised precinct</p> <ul style="list-style-type: none"> • Update the Gradings Table to reflect the officer recommended precinct extent and the Panel recommended revised grading of properties (ie downgrading Post-WWII and low intact properties to non-contributory within the extent of the officer recommended precinct) as shown in Appendix B to the Council report. • Delete all references to Post-WWII in the ‘What is significant?’ section of the Thornbury Park Estate Statement of Significance as shown in Appendix B to the Council report. • Update the ‘Why is it significant?’ section of the Thornbury Park Estate
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		<p>Statement of Significance (as shown in Appendix B) in line with Panel’s recommendations and as relevant to the officer recommended precinct as shown in body of report.</p>
<p>Replace the Thornbury Park Estate Gradings Map Plan in the City of Darebin Heritage Study Incorporated Plan – Permit Exemptions (2011, amended 2021) to reflect the new precinct boundary and revised grading of properties.</p>	<p>This is necessary to administer the new boundary.</p>	<p>Officer recommendation Adopt with respect to the officer recommended precinct extent.</p> <p>Update the Thornbury Park Estate Gradings Map Plan in the City of Darebin Heritage Study Incorporated Plan – Permit Exemptions (2011, amended 2021) with the map reflecting revised grading and officer recommended precinct extent as shown in Appendix B to the Council report.</p>

9.2 DECLARATION OF A SPECIAL CHARGE: SOLAR SAVER RESIDENTIAL (BATCH 1)**Author:** Solar Saver Project Officer**Reviewed By:** Coordinator Climate Emergency and Environment Programs

EXECUTIVE SUMMARY

The Solar Saver program is a key action of the Council Plan and Council's Climate Emergency Plan.

The report considers the declaration of a Special Charge Scheme. This is for Residential Special Charge Batch 1, including 36 installations, adding 179.2kW of solar capacity to Darebin.

The value of the proposed Special Charge scheme is \$225,438.03 excl. GST. This price is calculated pre-rebate, but after STC claim and excl. GST. (The gross amount, pre-rebate, pre-STC and incl. GST is \$328,023.33).

Note that during the past meeting on the 24 October 2022, the proposed Special Charge scheme total was \$228,689.53 excl. GST. The current Special Charge has reduced its total value by \$3,251.50. This change is because of increased capacity to install before the end of 2022, allowing for higher price for Small-scale technology certificates (STCs) price.

Council will pay upfront for installation and supply of the solar power systems at properties as listed in Appendix A. Council will be repaid these costs, as detailed in confidential Appendix B. Around 30-40% of the gross cost is returned to Council at the point that works are invoiced for the STCs generated by the solar systems. Most participants are eligible for state government rebates and this will reduce the upfront cost to Council and the amount of the Special Charge that would be raised. Officers estimate that the total amount raised will be \$ 175,038.03 excl. GST.

No interest is charged on Special Charge repayments. Annual repayments are more than offset by participants' savings on their energy bills, and therefore the program provides financial and environmental benefits to participants.

This report recommends that Council declare a Special Charge Scheme under section 163 of the Local Government Act 1989 for the purposes of defraying expenses relating to the provision of solar energy systems on residential properties participating in the Solar Saver scheme. No objections were received in response to the public notification process.

Officer Recommendation

That Council

- (1) Having complied with the requirements of sections 163A, 163B and 223 of the Local Government Act 1989 ("Act"), and otherwise according to law, declares a Special Charge ("Special Charge") under section 163 of the Act as follows:
 - a. A Special Charge is declared for the period commencing on the day on which Council issues a notice levying payment of the special rate and concluding on the tenth anniversary of that day.

-
- b. The Special Charge is declared for the purpose of defraying any expense incurred by Council in relation to the provision of solar energy systems on properties participating in the Solar Saver scheme, which:
 - i. Council considers is or will be a special benefit to those persons required to pay the Special Charge (and who are described in succeeding parts of this resolution); and
 - ii. Arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.
 - c. The total:
 - i. Cost of performing the function described in paragraph 1(b) of this resolution is \$225,438.03; and
 - ii. Amount for the Special Charge to be levied is \$225,438.03, or such other amount as is lawfully levied as a consequence of this resolution
 - d. The Special Charge is declared in relation to all rateable land described in the table included as confidential Appendix B to this report, in the amount specified in the table as applying to each piece of rateable land.
 - e. The following list is specified as the criteria that form the basis of the Special Charge so declared:
 - Ownership of any land described in paragraph 1(d) of this resolution.
 - f. The following is specified as the manner in which the Special Charge so declared will be assessed and levied:
 - i. A Special Charge calculated by reference to the size of the solar energy system being installed and the particular costs of installation at each property participating in the Solar Saver scheme, in respect of which an Agreement has been executed, totalling \$225,438.03 for the residential batch, being the total cost of the scheme to Council
 - ii. To be levied each year for a period of 10 years.
 - g. Having regard to the preceding paragraphs of this resolution and subject to section 166(1) of the Act, let it be recorded that the owners of the land described in paragraph 1(d) of this resolution will pay the Special Charge in the amount set out in paragraph 1(f) of this resolution in the following manner:
 - i. Payment annually by a lump sum on or before one month following the issue by Council of a notice levying payment under section 163(4) of the Act; or
 - ii. Payment annually by four instalments to be paid by the dates which are fixed by Council in a notice levying payment under section 163(4) of the Act.
- (2) Considers that there will be a special benefit to those required to pay the Special Charge *because* there will be a benefit to them that is over and above, or greater than, the benefit that is available to those who are not subject to the proposed Special Charge, as a result of the expenditure proposed by the Special Charge, in that the properties will have the benefit of a solar energy system being installed.
 - (3) For the *purposes* of having determined the total amount of the Special Charge to be levied:

- a. Considers and formally records that only those rateable properties included in the Solar Saver scheme as proposed will derive a special benefit from the imposition of the Special Charge, and there are no community benefits to be paid by Council; and
 - b. Formally determines for the purposes of section 163(2)(a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Special Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to those who are liable to pay the Special Charge is 100%.
- (4) Directs that notice be given to all owners and occupiers of properties included in the Scheme in writing of the decision of Council to declare and levy the Special Charge, and the reasons for the decision. For the purposes of this paragraph, the reasons for the decision of Council to declare the Special Charge are that:
- a. There is no objection to the Scheme, and it is otherwise considered that there is a broad level of support for the Special Charge from all property owners and occupiers.
 - b. Council considers that it is acting in accordance with the functions and powers conferred on it under the Local Government Act 1989, having regard to its role, purposes and objectives under the Act, particularly in relation to its functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.
 - c. All those who are liable or required to pay the Special Charge and the properties respectively owned or occupied by them will receive a special benefit of a solar energy system being installed at the property.

Where a participant wishes to withdraw from the Scheme, agrees to such withdrawal where the participant has given written notice of their desire to withdraw from the Scheme before Council has incurred any expenditure in relation to the participant's solar system.

BACKGROUND / KEY INFORMATION

Through its Council Plan, Council is committed to take action on the climate emergency. This is detailed in Big Action 3 and in Strategic direction 3, which both highlight Darebin's leadership in driving reductions in greenhouse gas emissions and support for vulnerable communities. In Strategic Objective number 3, Council has committed to take an adaptation approach and build resilience in the community by focusing on vulnerable communities. Strategic Action 3.1 supports the 4-year program to support solar installation and energy efficiency retrofits for our vulnerable households.

Key aspects of the program include:

- Council undertakes procurement of good value solar systems and installation with 10-year warranties.
- Solar Saver participants register interest, receive quotes and the property owners have signed an owner agreement.
- Council declares a Special Charge and pays the upfront cost of the solar system and installation for participants.
- Solar Saver participants pay the Special Charge over a 10-year period to reimburse Council's upfront payment – which is more than offset by their energy bill savings.
- As detailed below Council has resolved that interest is not charged to participants and that the program will be funded through Council's existing budget.

This is the first Special Charge to be declared for the Solar Saver program in the 2022-2023 financial year.

Over 1,800 households have participated in previous Darebin Council Solar programs.

Progress of the Solar Saver Bulk Buy program

The Solar Saver Bulk Buy program helps residents that are not low income, and businesses. To date in this financial year, 13 Bulk Buy systems have been installed, 25 are awaiting installation, and 120 more have been quoted, awaiting customer decisions. Promotion will continue until the Solar Saver program finishes by the end of June 2025. Priority of installations will always be for the Solar Saver Rates program.

Previous Council Resolution

At its meeting held on 22 November 2021, Council resolved:

1. *Endorse Solar Saver program parameters for 2021-25 as outlined in the council report, including eligibility criteria and technology (Attachment A) noting that:*
 - a. *The new eligibility criterion will ensure that Darebin's most vulnerable residents are supported by the special charge stream.*
 - b. *A household financial cap will be introduced of up to \$6,000 to maximise the number of households Council can support.*
 - c. *The products that will be offered in the Special Charge Program will be expanded to include not just solar photovoltaic systems, but also highly efficient heating and cooling (Reverse Cycle Airconditioning).*
 - d. *The procurement approach will provide Council the option in future years to consider also offering other energy efficiency products of battery storage equipment.*
 - e. *Set and report on clear targets that will increase the participation of low income and vulnerable residents in the solar saver program*
2. *For Stage 1 of the Solar Saver program- accept the recommendation by Procurement Australia for Echo Group Corporation Pty Ltd. Trading as EkoEnergy to be appointed as the supplier and installer of solar photovoltaic and storage systems for special charge stream products up to \$ 4,000,000 (inclusive of GST) and all solar panel and storage systems as part of the bulk buy options for CT202154 Solar Saver Program, to 31 March 2023 with an option to extend to 30 June 2023.*
3. *Authorise the Chief Executive Officer to negotiate and execute the contract for CT202154 with Echo Group Corporation Pty Ltd. Trading as EkoEnergy, on behalf of Council, subject to the conclusion of Council's own procurement process, including any options to extend the contract.*

The approved eligibility criteria:

In the event of a home owner installations, the following criteria will be used:

- a) *if the owner holds a valid Health Care Card, Pensioner Concessions Card, Federal Concession Card or Veterans' Affairs Gold Card;*
- b) *the owners have a combined household income of less than \$90,000 based on FY20-21 tax return*
- c) *if any one of the owners are currently receiving Job Seeker*

- d) *if the owner has recently arrived in Australia as a resident and is waiting to qualify for Job Seeker*
- e) *if the owner is an Aboriginal or Torres Strait Islander resident, a refugee and a person seeking asylum seekers, has a disability, is an older person reliant on Commonwealth support, or is an international student*

In the event of a tenant/renter installation, the following criteria will be used:

- f) *both the rental provider and tenant(s) qualify for the 'Solar for rental properties' rebate from Solar Victoria, PLUS*
- g) *the combined household income of the tenant(s) is under \$90,000 per year (based on any of the last two year's taxable income), PLUS*
- h) *the rental provider/landlord is not seeking any repayments from the tenant (and tenant also agrees), with a focus on First Nations residents, refugees and asylum seekers and international students (those who choose to seek partial repayment from the tenant will be supported through the bulk buy arrangements).*

At its meeting held on **24 October 2022**, Council resolved:

- (1) *Council hereby gives notice of its intention to declare a Special Charge in accordance with section 163 of the Local Government Act 1989 (Act) as follows:*
 - a) *Council declares a Special Charge for the period commencing on the day on which Council issues a notice levying payment of the special rate and concluding on the tenth anniversary of that day.*
 - b) *We declare this Special Charge for the purpose of defraying any expense incurred by Council in relation to the provision of solar energy systems on residential properties participating in the Solar Saver scheme, which:*
 - i. *Council considers is or will be a special benefit to those persons or organisations required to pay the Special Charge (and who are described in succeeding parts of this resolution); and*
 - ii. *Arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.*
 - c) *The total:*
 - i. *Cost of performing the function described in paragraph 1(b) of this resolution is \$228,689.53; and*
 - ii. *Amount for the Special Charge to be levied is \$228,689.53, or such other amount as is lawfully levied as a consequence of this resolution*
 - d) *We declare the Special Charge in relation to all rateable land described in the table included as **Appendix B** to this report, in the amount specified in the table as applying to each piece of rateable land.*
 - e) *Ownership of any land described in paragraph 1(d) of this resolution is the basis of the Special Charge.*
 - f) *The Special Charge will be assessed and levied as follows:*
 - i. *Each Special Charge is calculated by reference to the size of the solar energy system being installed and the particular costs of installation at each property participating in the Solar Saver scheme, in respect of which an Owner Agreement has been executed, totalling \$228,689.53 being the total cost of the scheme to Council;*
 - ii. *The Special Charge will be levied each year for a period of 10 years.*

- g) *Having regard to the preceding paragraphs of this resolution and subject to section 166(1) of the Act, it is recorded that the owners of the land described in paragraph 1(d) of this resolution will, subject to a further resolution of Council, pay the Special Charge in the amount set out in paragraph 1(f) of this resolution in the following manner:*
- i. *Payment annually by a lump sum on or before one month following the issue by Council of a notice levying payment under section 163(4) of the Act; or Payment annually by four instalments to be paid by the dates which are fixed by Council in a notice levying payment under section 163(4) of the Act.*
- (2) *Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons that is over and above, or greater than, the benefit that is available to persons who are not subject to the proposed Special Charge, as a result of the expenditure proposed by the Special Charge, in that the properties will have the benefit of a solar energy system being installed.*
- (3) *For the purposes of having determined the total amount of the Special Charge to be levied:*
- a) *Council considers and formally records that only those rateable properties included in the Solar Saver scheme as proposed will derive a special benefit from the imposition of the Special Charge, and there are no community benefits to be paid by Council; and*
 - b) *Formally determines for the purposes of section 163(2) (a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Special Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to the persons who are liable to pay the Special Charge is 100%.*
- (4) *Council will give public notice in The Age newspaper of Council's intention to declare, at its ordinary meeting to be held on 28 November 2022, the Special Charge in the form set out above.*
- (5) *Council will send separate letters, enclosing a copy of: this resolution; Appendix B to this report; and the public notice referred to in Paragraph 4 of this resolution, to the owners of the properties included in the scheme, advising of Council's intention to levy the Special Charge, the amount for which the property owner will be liable, the basis of calculation of the Special Charge, and notification that submissions and/or objections in relation to the proposal will be considered by Council in accordance with sections 163A, 163B and 223 of the Act.*
- (6) *Council will convene a meeting of the Hearing of Submissions Committee, at a date and time to be fixed, to hear any persons or organisations who, in their written submissions made under section 223 of the Act, advise that they wish to appear in person, or to be represented by a person specified in the submission, at a meeting in support of their submission.*
- (7) *Council authorises the Manager Climate Emergency and Sustainable Transport to carry out any and all other administrative procedures necessary to enable Council to carry out its functions under sections 163A, 163(1A), (1B) and (1C), 163B and 223 of the Act.*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 3: Climate, Green and Sustainable

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 3: Climate, Green and Sustainable

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

3.1 We will adapt to climate change and build the resilience of our community, infrastructure and the built environment, with a focus on our vulnerable communities at risk of fuel poverty, and flooding

This project is aligned to Strategic Action 3-1. Through Solar Saver 4-year program, support solar installation and energy efficiency retrofits for our vulnerable households, including public and social housing, and renters.

Batch 1 of the Solar Saver program will see 179.2kW of solar powered generation added to Darebin's mix grid, this will help avoid 263 tCO₂ per year, which is equivalent of taking 79 cars of the road each year.

DISCUSSION

Proposed Special Charge declaration

Under Section 163 of the *Local Government Act 1989* (Act), Council is empowered to declare a Special Charge for the purposes of defraying any expenses in relation to the performance of a function or the exercise of a power of Council, if Council considers that the performance of the function or the exercise of the power is, or will be, of special benefit to the persons or organisations required to pay the special rate or Special Charge.

In this case, the installation of solar energy systems on properties as part of the Solar Saver scheme arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district and promotes the social, economic and environmental viability and sustainability of the municipal district.

Each participating property has signed an Owner Agreement with Council to participate in the scheme, which includes the overall cost and repayments which would be paid by the property should the scheme be approved (see **Appendix A**).

In September 2004, the Minister for Local Government issued a guideline for the preparation of Special Charge schemes. The guideline specifically deals with the calculation of the maximum total amount that a council may levy as a Special Charge.

The guideline requires that Council identify the following:

- A. Purpose of the works
- B. Ensure coherence
- C. Calculate total cost
- D. Identify special beneficiaries
- E. Determine the properties to include
- F. Estimate total special benefits
- G. Estimate community benefits

- H. Calculate the benefit ratio
- I. Calculate the maximum total levy

A. Purpose of the Works

The purpose of the works is to supply and install solar energy systems on properties to reduce energy costs and encourage and increase the use of renewable energy in Darebin.

B. Ensure Coherence

The proposed works have a natural coherence with the proposed beneficiaries, as the properties proposed to be included in the scheme are receiving solar energy systems to the value of their participation.

C. Calculate the Total Cost

The proposed solar system installation includes the following items:

- Assessment and administration costs
- Supply and installation of solar energy systems

For the purposes of section 163(1) of the Act, the total cost of the works is calculated at **\$225,438.03** for the residential batch based on signed agreements.

The expenses in the estimate of works are consistent with the allowable expenses listed in section 163(6) of the Act.

D. Identify the Special Beneficiaries

Council is required to identify those properties that would receive a special benefit from the proposed works. A special benefit is received by a property if the proposed works or services will provide a benefit that is additional to or greater than the benefit to other properties.

The Ministerial Guideline notes that a special benefit is considered to exist if it could reasonably be expected to benefit the owners or occupiers of the property. It is not necessary for the benefit to be used by the particular owners or occupiers of a specified property at a particular time in order for a special benefit to be attributed to the property.

Property owners participating in the Solar Saver scheme are considered to receive special benefit from the proposed supply and installation of solar PV systems by means of:

- Reduced energy costs over the life of the solar PV system
- Ownership of the solar PV system after the special rate repayments are paid in full
- Increased property value

The proposed properties taking part in the scheme, the owners of which have signed an Owner Agreement with Council to participate in the scheme, are listed in **Appendix A** and Confidential **Appendix B**.

E. Determine Properties to Include

Once the properties that receive special benefit are identified, Council must decide which properties to include in the scheme. If a property will receive a special benefit but is not included in the scheme, the calculation of the benefit ratio will result in Council paying the share of costs related to the special benefits for that property.

It is accepted that only those properties at which the solar energy systems are installed will receive a special benefit from the scheme. Accordingly, it is proposed to include only those properties whose owners have signed Owner Agreements in the scheme. Council will not, then, be required to pay a share of costs related to special benefits for any property that is not included in the scheme.

F. Estimate Total Special Benefits

As per the Ministerial Guideline for Special Rates and Charges, total special benefits are defined according to the formula below:

$$\text{TSB} = \text{TSB}_{(\text{in})} + \text{TSB}_{(\text{out})}$$

- **TSB** is the estimated total special benefit for all properties that have been identified to receive a special benefit
- **TSB_(in)** is the estimated total special benefit for those properties that are included in the scheme
- **TSB_(out)** is the estimated total special benefit for those properties with an identified special benefit that are not included in the scheme

For the purposes of the proposed scheme, total special benefits have been calculated as follows:

- **TSB_(in)** – The estimated total special benefit is based on the quoted cost of the solar PV system to be installed (which has been included in the Owner Agreement signed by the property owner). It is expected that the benefit in reduced energy costs will exceed this special benefit.
- **TSB_(out)** – This is not applicable as all participating properties are included.

G. Estimate Community Benefits

Whilst the reduction of energy use, greenhouse emissions and increase of renewable energy is considered a community benefit there are no direct quantifiable costs.

- **TCB** – Total Community Benefit is assessed to be 0 benefit units

H. Calculate the Benefit Ratio

The benefit ratio is calculated as:

$$R = \frac{\text{TSB}_{(\text{in})}}{\text{TSB}_{(\text{in})} + \text{TSB}_{(\text{out})} + \text{TCB}}$$

Where:

TSB_(in) = \$225,438.03 for the residential batch;

TSB_(out) = 0

TCB = 0

R = 1

I. Calculate the Maximum Total Levy

In order to calculate the maximum total levy **S**, the following formula is used:

$$\mathbf{S = R \times C}$$

Where **R** is the benefit ratio and **C** is the cost of all works

Therefore $\mathbf{S = 1 * \$225,438.03 = \$225,438.03}$

Note there is no community benefit amount payable by Council.

Apportionment of Costs

Once the maximum levy amount has been calculated, it is necessary to establish an appropriate way to distribute these costs to all affected landowners.

As the properties have all received individual quotations based on the solar system and work required, it is proposed to apportion the costs based on these quotes. It is noted that the participants have been notified and signed agreements on the basis of these costs for the purpose of declaring this scheme.

It is proposed to distribute the costs as shown in confidential **Appendix B**.

Statutory Process

The Act requires Council to give public notice of its proposed declaration of the special charge and write to all people who will be liable to contribute. The proposed declaration of the special charge has been prepared in accordance with the Act. Public notice has been issued in accordance with the Act and no objections have been received.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

- Should the proposed Special Charge scheme proceed, Council will pay \$328,023.33 (including GST, pre-rebate and pre-STC claim), for the supply and installation of the solar PV systems on the residential properties listed in **Appendix A**.
- Council will pay upfront costs for installation and supply of the solar power systems as listed in confidential **Appendix B**. Around 30% to 40% of this cost is returned to Council at the point that works are invoiced for the STCs generated by the solar systems. The balance is repaid by beneficiaries of the Special Charge Scheme over 10 years. All participants are also expected to be eligible for state government rebates and this is expected to reduce the upfront cost to Council and Special Charges to be raised. Officers estimate that the total upfront cost will be reduced by approximately \$50,400.00 after rebates are confirmed.
- The rebates adjustments will be made after Council's decision and when rebates and confirmation from all participants is confirmed.
- In accordance with their respective Owner Agreements property owners will pay for the cost of the solar energy system, listed in confidential **Appendix B** (and as adjusted above), by equal instalments apportioned over a 10-year period, commencing from January-February 2022.
- Council is expected to receive **\$17,503.80** in Special Charge repayments annually for this scheme over the 10-year period. Some households may pay the total amount earlier.

- Payments to Council by property owners for works via Special Charge schemes are GST exempt. Should a property be sold during the 10-year period in which the Special Charge scheme applies, the amount outstanding on the Special Charge scheme at the time of the property sale will be paid in full to Council.
- The administrative, contract management, community engagement and communications and compliance costs associated with administration of the Solar Saver program is provided for within the 2022-2023 budget.

Community Engagement

All participating households have received a site visit and quotations to participate in the program. Council gave public notice and notified the participating ratepayers as per the resolutions made on the 24 October 2022.

Other Principles for consideration

This report recommends proceeding with declaration of the Special Charge Schemes. This is supported by all the property owners that are proposed to be levied.

Council could also decide not to proceed with declaration of the Special Charge Scheme or seek further information to make a decision.

Overarching Governance Principles and Supporting Principles

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

Public Transparency Principles

- (b) Council information must be publicly available unless (i) the information is confidential by virtue of this Act or any other Act; or (ii) public availability of the information would be contrary to the public interest;

Strategic Planning Principles

- (b) strategic planning must address the Community Vision;
- (e) strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances;

Service Performance Principles

- (c) quality and costs standards for services set by the Council should provide good value to the municipal community;

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

This project is a key action in the Darebin Climate Emergency Plan 2017-2022. The current residential batch is expected to see the installation of 179.2kW across 36 installations and an estimated equivalent annual greenhouse gas saving of 263 tCO₂-e.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

This batch is made up exclusively of households meeting the eligibility criteria set up by Council. All are expected to be eligible for the Solar Homes rebate from the Victorian Government.

This program is also oriented to people facing discrimination as per eligibility criteria. It is expected to see a high percentage of participants to be part of the CALD community.

Economic Development and Cultural Considerations

For individual households participating, the program is designed so that they will save more on their energy bills than they will be paying back to Council so that they are financially better off from the outset.

This program is designed to reach Darebin's diverse community. Households who need interpreters or other communication support are prioritised.

Operational Impacts

There is no expected impact on operational matters.

Legal and Risk Implications

A risk analysis has been undertaken for the program. Solar installations are electrical works and are required by law to be signed off by an authorised electrician through a certificate of electrical safety.

Random independent audits of the work will also be undertaken by Council to ensure installations comply with Council specifications. Occupational Health and Safety processes have been assessed and will be audited on site. Ten-year warranties are required on panels, inverters and installation.

IMPLEMENTATION ACTIONS**Details**

The next step will be the installation phase of this batch of solar installations. The solar providers will manage the physical installations in communication with Council and the participants.

Independent auditors will be used to audit the safe work procedures of the installations as they occur real time, as well as the electrical safety of the work, post-installation.

Timeline

Subject to Council resolution:

- Property owners will be contacted following Council's decision
- Subject to declaration of the Special Charge scheme, installation of solar will occur from 29 November onwards over a period of approximately 2 months

RELATED DOCUMENTS

- Local Government Act 1989
- Community Climate Change Action Plan
- The Macquarie Special Rates and Charges Manual 2012

Attachments

- Solar Saver 4.1 - Batch 1 - list of addresses and cost to Council - 10 October 2022 (**Appendix A**)
- CONFIDENTIAL - Solar Saver 4.1 - Batch 1 - Property addresses and prices - 10 October 2022 (**Appendix B**) Confidential - enclosed under separate cover

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports the following disclosure has been raised in relation to this report:

The Manager Climate Emergency and Sustainable Transport has disclosed a conflict of interest in writing to the General Manager City Sustainability & Strategy and CEO, the nature of the conflict being they have recently become aware that someone they know has applied to participate in this round of the rates stream.

Appendix A

Table of properties intended to be subject to the Solar Saver special charge scheme

Each listed property has been assessed as to the size of solar panel and installation costs and the owner has signed the Owner Agreement to have a solar energy system installed at their property.

FULL LIST OF ADDRESSES AND COSTS

Address
21 Jeffrey Street RESERVOIR VIC 3073
61 Rathmines Street FAIRFIELD VIC 3078
163 Smith Street THORNBURY VIC 3071
48 Ruby Street PRESTON VIC 3072
3/50 St Vigeons Road RESERVOIR VIC 3073
1B Clements Grove RESERVOIR VIC 3073
158 Collins Street Thornbury Vic 3071
3/23 Ashley Street RESERVOIR VIC 3073
5/1089 Plenty Road BUNDOORA VIC 3083
7 Rumney Lane BUNDOORA VIC 3083
23 Oamaru Street NORTHCOTE VIC 3070
116 Hutton Street THORNBURY VIC 3071
3/30 Rathmines Street FAIRFIELD VIC 3078
2 Evans Street FAIRFIELD VIC 3078
330 Victoria Road THORNBURY VIC 3071
4A Colthur Street RESERVOIR VIC 3073
4 Jess Street RESERVOIR VIC 3073
9 St David Street NORTHCOTE VIC 3070
32 Hope Street PRESTON VIC 3072
118 Darebin Boulevard RESERVOIR VIC 3073
106 Spring Street RESERVOIR VIC 3073
140 Spring Street RESERVOIR VIC 3073
2/210 Wood Street PRESTON VIC 3072
56 Wood Street PRESTON VIC 3072
64 Carlisle Street PRESTON VIC 3072
21 McCasker Avenue RESERVOIR VIC 3073
5 Potter Court NORTHCOTE VIC 3070
82 Barton Street RESERVOIR VIC 3073
15 Crispe Street RESERVOIR VIC 3073
975 High Street RESERVOIR VIC 3073
5 Gertrude Street PRESTON VIC 3072
2/77 Collins Street THORNBURY VIC 3071
36-38 Cooper Street PRESTON VIC 3072

COUNCIL MEETING

28 NOVEMBER 2022

21A Christmas Street NORTHCOTE VIC 3070	
42 Rona Street RESERVOIR VIC 3073	
22 Anstey Avenue RESERVOIR VIC 3073	
Total cost to households (post STC, ex GST) and pre-Solar Victoria rebates applied	\$225,438.03

SUMMARY

TOTAL kilowatts to be installed	179.2kW
Number of installations	36
TOTAL cost to households (exc GST, post STC, pre rebate)	\$225,438.03
Projected price of STCs to be claimed (inc GST)	\$80,041.50
Projected price of STCs to be claimed (ex GST)	\$72,765.00
Projected rebates from Solar Victoria (exc GST)	\$50,400.00
Projected GROSS total cost to Council (inc GST, pre- STCs and pre-rebates)	\$328,023.33
Projected final cost to council (exc GST, post STCs, post Solar Victoria rebates)	\$175,038.03

9.3 2022-23 QUARTER 1 PERFORMANCE REPORT ENDING 30 SEPTEMBER 2022 - COUNCIL PLAN ACTION PLAN & FINANCIAL PERFORMANCE

Author: Coordinator Corporate Strategy
Financial Accountant
Manager Corporate Governance
Chief Financial Officer

Reviewed By: Chief Financial Officer

EXECUTIVE SUMMARY

Council is required by the *Local Government Act 2020* to prepare a Council Plan Action Plan containing the strategic objectives of Council, strategies for achieving those objectives, and indicators to monitor the achievements of those objectives.

The 2022-23 Quarter One Council Plan Action Plan Progress Report (**Appendix A**) provides an overview of Council's performance in delivering the year two actions that will contribute to the completion of the four-year strategic actions in the Council Plan 2021-25. Also included in this report is a high-level progress update for the Capital Works program, a status update of Council resolutions and the Financial Report ending 30 September 2022. Overall, the quarter one results indicate that the organisation is progressing well to achieve the majority of the year two Council Plan Action Plan by 30 June 2023.

Council has budgeted \$66.2 million for the 2022-23 Annual Capital Works Program of which \$9.83 million has been spent this financial year. As of 30 September 2022, there are currently 30 programs of works (consisting of 141 individual projects) and 16 stand-alone capital works projects. Of the 157 individual projects: 3 had been completed, 124 were in progress, 13 yet to start, 3 were on hold, 14 – data not yet available. For the overview of the Capital Works Projects refer to **Appendix A**.

Since 1 July 2022, 36 Council resolutions have been made by Council and its Delegated Committees. Of these, 24 resolutions have been completed (67%) and 12 are in progress (33%). See (**Appendix A**) for further information.

For the three months ended 30 September 2022, Council has recorded an operating surplus of \$105.26 million, which is \$4.38 million behind the year-to-date budget. After eliminating capital and other items, the adjusted underlying surplus is \$104.99 million, which is \$4.90 million less than the full-year budget. The variance is mainly a timing difference relating to the receipt of the pensioner rebate.

For the three months ended 30 September 2022, Council has expended \$9.83 million on the capital works program, which is \$6.68 million behind of the year-to-date budget. The variance is due mainly to delays in building and infrastructure works.

The financial position as at 30 September 2022 shows a cash and investment balance of \$47.34 million, which is \$25.21 million ahead of budget.

At this point in time, there are no significant variances forecast compared to the adopted budget. As part of the 2023-24 annual budget process, a more thorough review will be undertaken for the mid-year report.


Officer Recommendation

That Council notes:

- (1) The 2022-23 Quarter One Council Plan Action Plan Progress Report including Projects Report at **Appendix A**;
- (2) The status of action to implement Council Resolutions at **Appendix A**;
- (3) The Financial Report for the three months ended 30 September 2022, incorporating Procurement performance at **Appendix B**; and
- (4) The merging of two actions and minor word change of the 2022/23 yearly actions relating to the Community Safety Framework to 'Develop and implement the Community Safety Framework to assist in designing public spaces.

BACKGROUND / KEY INFORMATION

The quarterly Council Plan Action Plan Progress Report provides an overview of Council's performance in delivering the year two actions that will contribute to the completion of the four-year strategic actions in the 2021-25 Council Plan.

Embedded into the Council Plan is the Municipal Public Health and Wellbeing Plan. This enables Council to meet its obligations under the Public Health and Wellbeing Act 2008 by outlining how we will protect, promote, and improve the public health and wellbeing of our community. Strategic actions that form the health and wellbeing component of the Council Plan are identified by a heart  symbol. The 2022-23 Council Plan Action Plan has 122 health and wellbeing aligned actions, which is 60.4% of all year two actions.

Council's Social and Sustainable Procurement Policy Principles continue to drive:

- Value for money.
- More opportunities for the local business community, in particular our social enterprises, to increase their capacity and capability to become suppliers to Council.
- Increased opportunities for local businesses and social enterprises to create capacity for local job seekers, especially those who are marginalised, disadvantaged and under-represented in the work force.
- Working to reduce our negative impact on the environment, support our climate emergency goals and move towards our aim of carbon neutral through purchasing behaviours.
- Lead procurement governance practices of integrity, probity and accountability while building organisational capability and expertise.
- Achieving equity, inclusion and diversity outcomes.

Council's financial report for the three months ended 30 September 2022 provide an overview of the Council's financial performance of the quarter. In accordance with the *Local Government Act 2020* (s97), as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly financial report is presented to the Council at a Council meeting that is open to the public.

The financial report must include a comparison of the actual and budgeted results to date; an explanation of any material variations and any other matters prescribed by the regulations and is attached as **Appendix B** to this report.

Previous Council Resolution

At its meeting held on 27 June 2022, Council resolved:

That Council:

- (1) *Endorses the 2022/23 Council Plan Action Plan (incorporating the Municipal Health and Wellbeing Plan) , noting that:*
 - a) *It includes seven year one only strategic actions from 2021/22;*
 - b) *Two new strategic actions are included in as a part of 2021-25 Council Plan;*
 - c) *Six new actions are included from the consultation on the draft 2022/23 Budget, Hearing of Submissions on 26 May 2022 and further considerations;*
 - d) *Three strategic actions are deferred to the year three and year four of the 2021-25 Council Plan.*
- (2) *Any inclusions or deferral of the strategic actions for the financial year 2022/23 Council Plan Action Plan will be amended in the 2021-25 Council Plan.*

At its meeting on 27 June 2022, Council resolved:

“That Council:

- 1) In accordance with section 94 of the *Local Government Act 2020* adopts the draft Budget 2022-23 (incorporating the 4 year budget) (Appendix A);
- 2) In accordance with section 93 the *Local Government Act 2020* adopts the revised Revenue and Rating Plan 2022-2026 (Appendix B – version for adoption);
- 3) Note that the *Local Government Legislation Amendment (Rating and Other Matters) Bill 2022* was introduced to Parliament on 7 June 2022 and implications for Revenue and Rating Plan and Rates Financial Hardship Policy have been factored into these revised documents;
- 4) Adopt the revised Rates Financial Hardship Policy (Appendix C – version for adoption);
- 5) In accordance with section 94 (2)(e) and (h) of the *Local Government Act 2020*, declares the Rates and Annual Service Charges for the 2022-23 rating year commencing 1 July 2022 and ending 30 June 2023 as detailed in the Budget 2022-23;
- 6) Authorise the Chief Executive Officer to provide public notice through Council’s website and any other communication channels, of Council’s decision to adopt the following documents, rates and charges and financial policy positions and arrangements:
 - a) The Budget 2022-23 (incorporating the 4 year Budget).
 - b) Revised Revenue & Rating Plan 2022-26.
 - c) Revised Rates Financial Hardship Policy.
 - d) Declaration of the public waste service rate.
 - e) Declaration of the service charge for kerbside collection services.
 - f) Granting of a rate rebate to pensioners, granting of two concessions aligned to equity principles to support the separation of waste management cost recovery from general rates.
 - g) Granting of a safety net concession for ratepayers experiencing hardship as a result of the service rate and service charge.
 - h) Granting a concession of 100% for general rates for all properties owned or managed by Aboriginal Housing Victoria as a ‘registered agency’.

- i) The introduction of the Special Rate for Reservoir Village Business Precinct.”

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 1: Vibrant, Respectful and Connected

Strategic Direction 2: Prosperous, Liveable and Flourishing

Strategic Direction 3: Climate, Green and Sustainable

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 1: Vibrant, Respectful and Connected

Strategic Direction 2: Prosperous, Liveable and Flourishing

Strategic Direction 3: Climate, Green and Sustainable

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

This report provides a holistic overview on all Council Plan 2021-25 and Council Plan Action Plan 2022-23 actions. It includes all Council Plan Strategic Objectives and Strategic Actions.

DISCUSSION

1. COUNCIL PLAN ACTION PLAN PERFORMANCE

Underpinning the 2022-23 Council Plan Action Plan is 2041 Darebin Community Vision, 2021-25 Council Plan and the four strategic directions.

For 2022-23 there are a total of 202 year two actions across the four strategic directions.

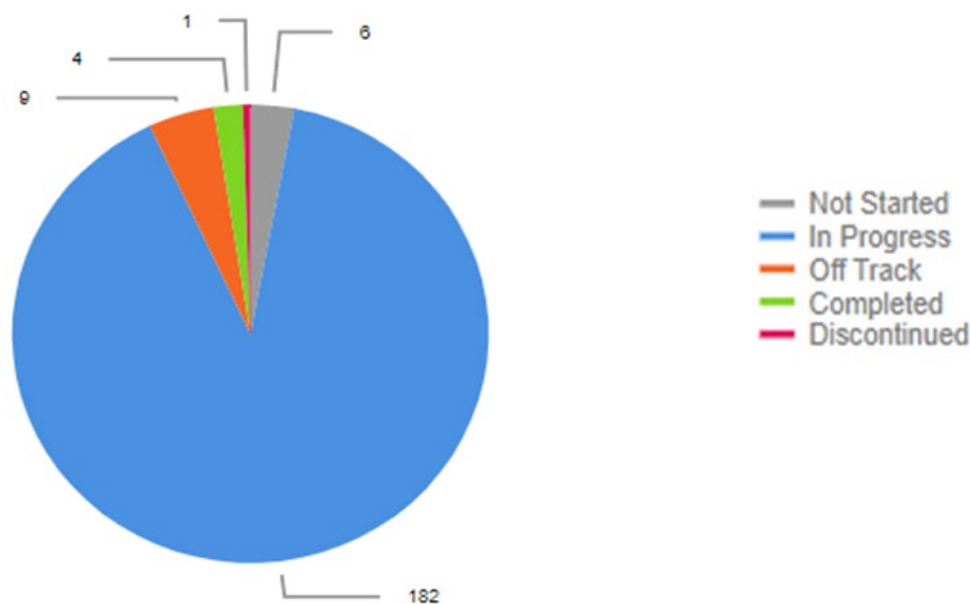
Overall, the quarter one results indicate that the organisation is progressing well to achieve the majority of the year two Council Plan Action Plan by 30 June 2023.

As of the end of the first quarter, 30 September 2022, 2% (4 actions) were completed, 90% (182 actions) were in progress, 3% (6 actions) had not started, 4% (9 actions) were off track and 1% (1 action) is discontinued.

The nine actions identified as ‘off track’ are at risk of not being delivered by 30 June 2023 and are due to changes in the methodology which has affected timing as well as ongoing resourcing challenges.

It is important to note that the 2022/23 Council Plan Action Plan is a year-long plan, and each action will have its own start and finish date within that year. Most actions will take full 12 months to complete.

Figure one: Q1 yearly action progress for 2022/23 Council Plan Action Plan



The four completed actions are:

- Deliver and refine the 'fast track' stream for planning permits that prioritises social housing planning permits and development proposals in Darebin – this Council Plan Action Plan action will help community by fast tracking the process to facilitate more affordable and social housing across the city and for this a new application process has been developed, named 'Priority Development Application stream'.
- Facilitate new social and public housing via Council's town planning priority development stream and by implementing actions in partnership with the State Government – this Council Plan Action Plan action partnering with the State Government helps community by prioritising the processing of the permit applications which includes the social housing outcomes.
- Deliver improved functionality to enable end to end service delivery through the website for high volume service transactions – this will help community to have more improved access to the Council's website.
- Implement Waste Charge Reform outcomes – this will help community to incorporate into Council's Financial Hardship policy and reduce the financial burden on the community.

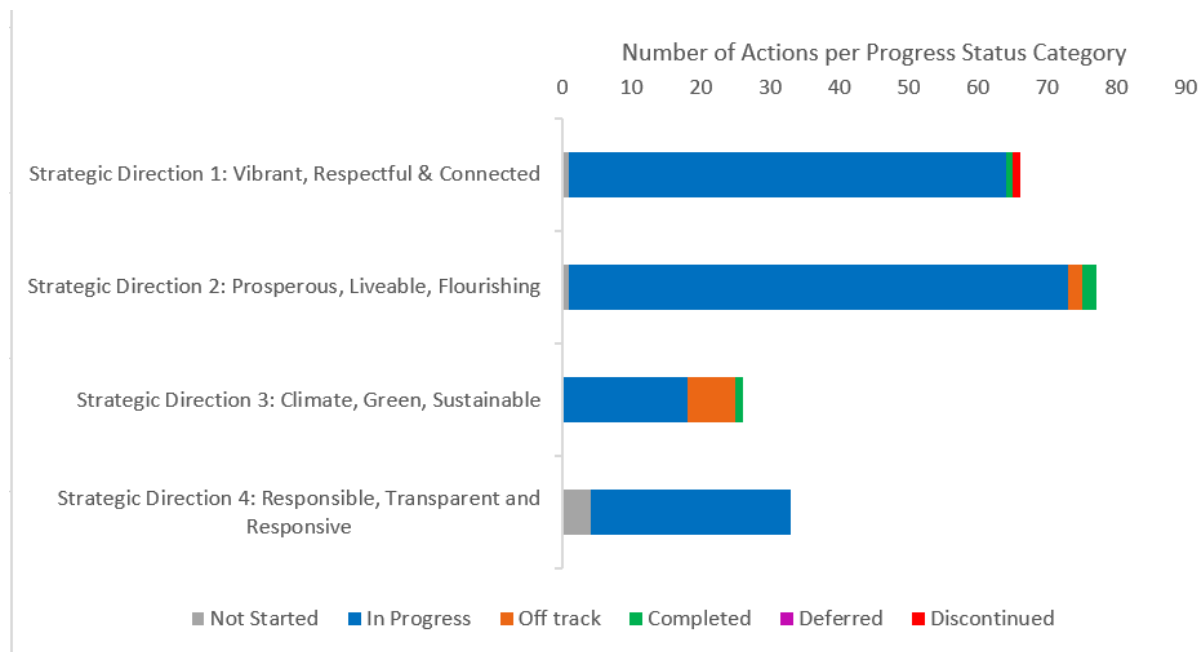
The one discontinued action:

- (1-17) Introduce user accounts for households to provide full overview on service interactions, with Council, with the benefit of translations and accessibility features.

This action has been discontinued for this financial year as it is not possible to introduce accounts for households with current system capabilities. There will be no further reporting for this action for the rest of the 2021-25 Council Plan.

Figure two illustrates the status of actions per strategic direction. Work has commenced across all four strategic directions.

Figure two: Break down the status of all actions by strategic direction



Community Safety Framework Actions

There are two yearly actions in the 2022/23 CPAP that have been identified as requiring a minor word change and will be merged into one action without compromising the meaning.

The two actions are:

- Develop a Community Safety Framework in consultation with the Community.
- Develop an implementation plan for the Community Safety Framework.

Both actions relate to strategic action [2-18] Develop and implement a Community Safety Framework.

Upon Q1 review it was evident that the intention of the action ‘Develop a Community Safety Framework in consultation with the Community’ does not match the intended work. That is the Community Safety Framework is an internal document used to guide future pieces of work. The framework does not require consultation with the community.

These two actions are recommended to be changed and merged into the action ‘Develop and implement the Community Safety Framework to assist in designing public spaces’ which will come into effect for Q2 reporting.

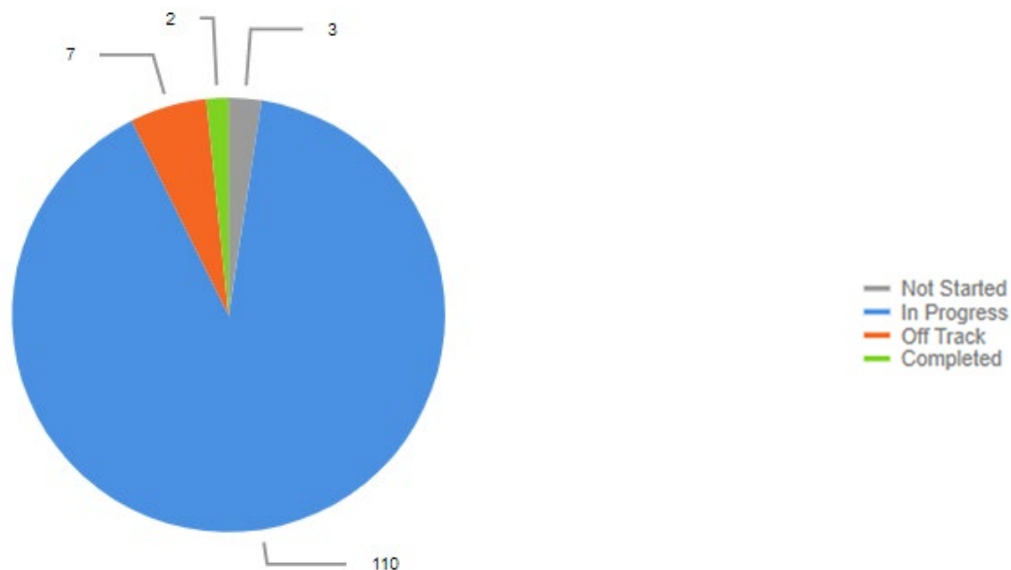
Q1 2022-23 Health and Wellbeing Actions

Council’s Municipal Public Health and Wellbeing Plan (MHPWP) is integrated in the 2021-2025 Council Plan. This enables Council to protect, promote and improve the public health and wellbeing of our community through Built, Social, Economic and Natural Environments.

There are 121 Health and Wellbeing actions in Year 2 Council Action Plan. Implementation of two (2) actions have been completed. Key highlights this quarter include:

- Council partnership with the Cancer Council to distribute 1,500 brochures with information on bowel cancer in Vietnamese, Italian, Greek, English and simplified Chinese in senior citizens centres, customer service centres and libraries.
- Delivering programs such as gardening and arts and craft programs in Neighbourhood Houses to address mental health and social isolation.
- Running the Libraries After Dark program in both Preston and Reservoir Libraries with a range of free events to activate the spaces, including movie nights, author talks, health and wellness workshops, and Makers Corner craft sessions.
- Development of mental health advocacy priority paper in partnership with the Northern Councils Alliance. The paper called for the state government to fund local governments to engage in mental wellbeing activities; include local government on key governance structures and in planning processes relating to promotion of mental health; recognise and fund for the promotion and prevention work already occurring; resource local government to strengthen data collection and research evidence; and improve the availability of local mental healthcare services.
- Running a pop-up Health Kiosk at the East Preston Community Centre. Local residents are able to receive blood pressure checks and receive referrals to community health organisations. This has been delivered in partnership with La Trobe University and Darebin Information Volunteer Resource Centre.
- Delivering the Mental health first aid training for students at Reservoir High, East Preston Islamic College and NCAT. 228 Year 10 students participated in the program.
- Delivered four workshops across two secondary schools (East Preston Islamic College and Reservoir High School) that supported 85 students and equipped them with tools and information to make safe and informed health, wellbeing, consensual and sexual health choices.
- Refining a 'fast track' stream for planning permits that prioritises social housing planning permits and development proposals in Darebin.

Figure three: Progress status of Health & Wellbeing actions



10 Big Actions

Out of the thirty- eight year two actions that contribute to the achievement of the 10 Big Actions thirty- two are 'In Progress', one is 'Not Started' and five are 'Off-Track'.

Big 10 Highlights:

1. Build infrastructure for the future

The Northcote Aquatic & Recreation centre is 60% complete and new Intercultural Centre is 90% complete. Both centres are expected to be completed in the middle of 2022 and November 2022 respectively.

2. Plan infrastructure for decades to come

Consultation of the principal design for Reservoir Leisure Centre redevelopment is underway. Community will have the opportunity to provide feedback after the completion of concept.

The Early Years Infrastructure Planning Framework is in development following its adoption. One of the objectives of the framework is to prioritise the expansion of the kindergarten capacity to support three-year-old kindergarten.

Communities of Practice and Seven network meetings provided opportunities to share the best practice and resources to enhance the inclusion of all children into kindergarten, with a focus in quarter 1 to increase the service capacity to take more children into the program.

The Council awaits the outcome of the Edwards Lake House property assessment.

3. Continue to lead with our response to the climate emergency

The planning phase for the program 'Your Street Your Say' has started for the 'Area B', it will include the same activities as offered to community last year.

A supply contract has been established to deliver first year of the solar installations. Promotions and engagement are underway to reach Darebin residents who are eligible for the 'Special Charge Stream' Solar Saver Program. 35 households have taken part in the first round of the program for 2022-23. Council is also carrying out the promotions for the Solar Saver opportunity for all Darebin households and businesses. So far 262 households have taken interest to take part in bulk buying. 130 quotes have been received from the solar providers and out of which 32 quotes are accepted.

Rollout of green bin was completed in July 2022. Now the education campaign is being delivered across Darebin with a range of activities such as social media communications, newsletter articles to name a few.

4. Deepen our commitment to truth and justice for First Nations Communities

Council has undertaken preparatory work for the development of a respectful partnership agreement with Traditional Owners. A meeting with the Elders will commence soon.

5. Support vulnerable members of the community

Council has awarded the Darebin Assertive Community Outreach program to Merri Outreach Support Services till June 2025, to continue support people experiencing homelessness and sleep rough.

Out of four place-based projects, three place-based projects include working with housing residents, supporting culturally and linguistically diverse communities and establishment of East Reservoir Community Hub with the Somali Australia Council of Victoria. The fourth project supports the advocacy work on the East Reservoir Neighbours for Change to prioritise street safety and green spaces.

6. Champion local business and creative industries

Research for the Chamber of Commerce and Industry has been completed and the planning has commenced for the proposed model.

7. Build a more inclusive community for all

Pilot sites for the Rainbow Tick accreditation (including Youth Services, Toy Library and Early Resource and Training) is to be finalised in October 2023.

Council is planning the underway for the community engagement phase for the experiences of the racism survey.

8. Improve the quality of development

Council has endorsed four policy options for the community engagement while simultaneously directing management to identify the needs of various classes of constituents who might need parking permit.

The campaign to protect the Preston Market continues. Council has used different methods such as billboards, media post, community picnic to convey the message across the community. A community picnic held on 1 October 2022, sent a strong message to all visitors who shop or socialise at the market that it should be protected.

Council is working with the State Government on the final stages of translating Darebin Planning Scheme into the new Planning Policy Framework.

Council has successfully secured a grant from the Victorian Government to prepare draft criteria to evaluate the vitality of the Darebin's Activity Centre. Council has developed a methodology to develop a survey tool which will help to audit the condition of each centre.

Council has commenced scoping work for the structure planning of the Northland Shopping Centre and engaged with the office of the Victorian Government Architect about the current proposals.

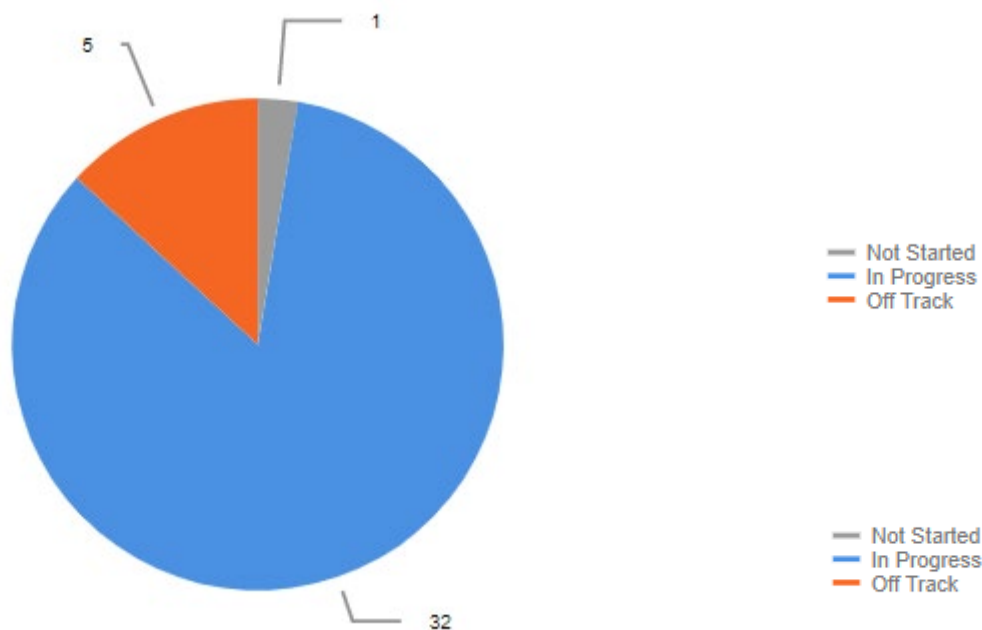
9. Protect our natural environment and biodiversity

Street tree planting is well underway for 2022/23. Approximately 400 trees have already been planted with areas of high heat stress and social disadvantage are being prioritised. Planning for trees in High Street is well underway with sites being determined and service proving underway. These trees will be planted in May 2023.

10. Expand our delivery of quality universal services

The implementation plan for the delivery of Early Years Infrastructure Planning Framework is under development following the adoption in May 2022. The work on planning and designing the kindergarten expansion and new kindergarten at Reservoir East Primary School is under way. Council has also begun the recruitment of three new roles to support the participation and inclusion of children into kindergarten.

Figure Four: Q1 status of actions contributing to the 10 Big Actions



Strategic Direction 1: Vibrant, Respectful and Connected

Strategic direction one is focused on the community and its people. The priority and four-year objectives are centred on improving the lives of the community by celebrating diversity, supporting empowerment, connecting to and preserving local history and providing vibrant and dynamic spaces, amenities and events for all. This strategic direction has eight strategic objectives spanning across four years with 66 actions to be delivered throughout 2022-23.

Figure Five: Q1 progress update on year two actions for Strategic Direction 1

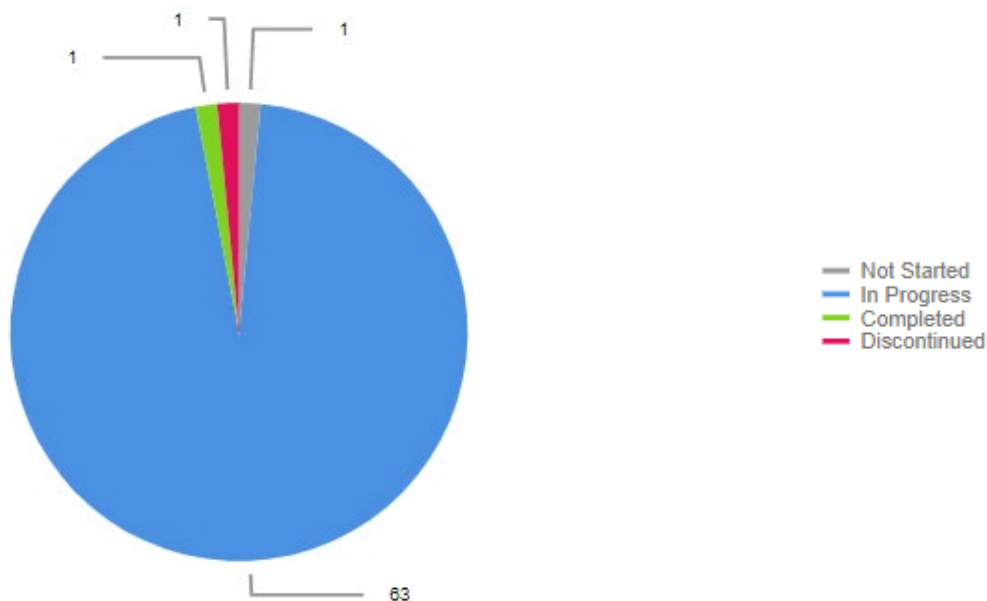


Figure five illustrates that 95% (63) of the year two actions connected to strategic direction one is 'In Progress'. 2% (1) is 'Completed', 2% (1) is 'Not Started' yet and 1% (1) action is 'Discontinued'.

Strategic Direction 2: Prosperous, Liveable and Flourishing

Strategic direction two is focused on creating infrastructure and spaces for the community to feel safe, respected and welcomed as well as to develop partnerships to support local businesses and community to drive growth and economic sustainability. This strategic direction has 11 strategic objectives, spanning across the four years with 77 actions to be delivered throughout 2022-23.

Figure Six: Q1 progress update on year two actions for Strategic Direction 2

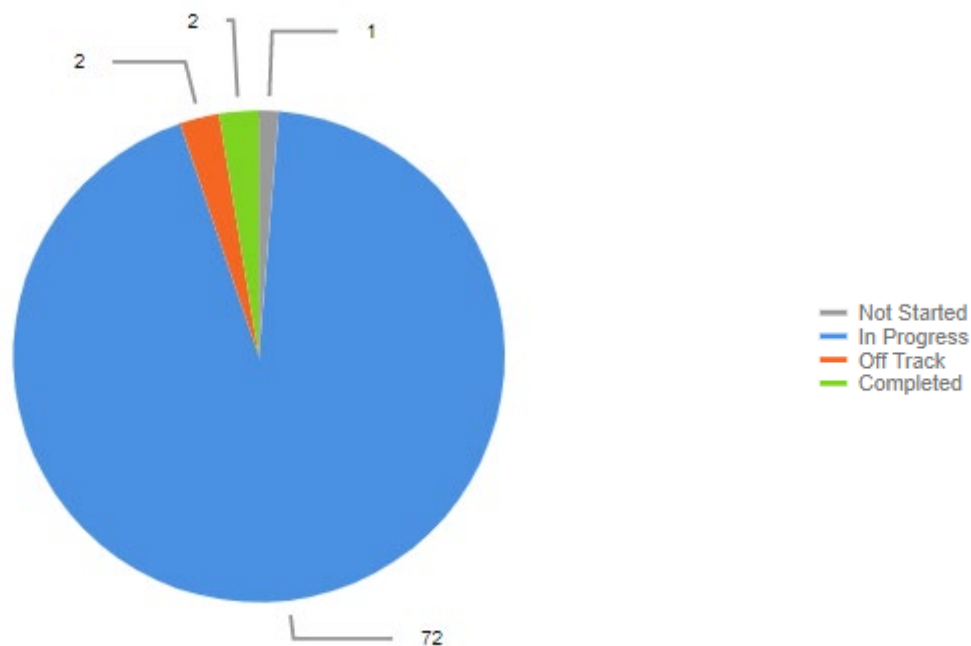


Figure six illustrates that 94% (72) of the year two actions connected to strategic direction two is 'In Progress', 1% (1) actions is 'Not Started', 3% (2) actions are 'Completed', and 2% (2) actions are 'Off-Track'.

Strategic Direction 3: Climate, Green and Sustainable

Strategic Direction three is focused on building and ensuring the community and Council owned infrastructure is resilient to climate change, increasing canopy cover over Council managed land, improving water quality and biodiversity across Darebin, improving air and water by reducing carbon emissions through renewable energy, and reusing waste to stimulate a local circular economy. This strategic direction has five strategic objectives spanning span across four years with 26 actions to be delivered throughout 2022-23.

Figure Seven: Q1 progress update on year two actions for Strategic Direction 3

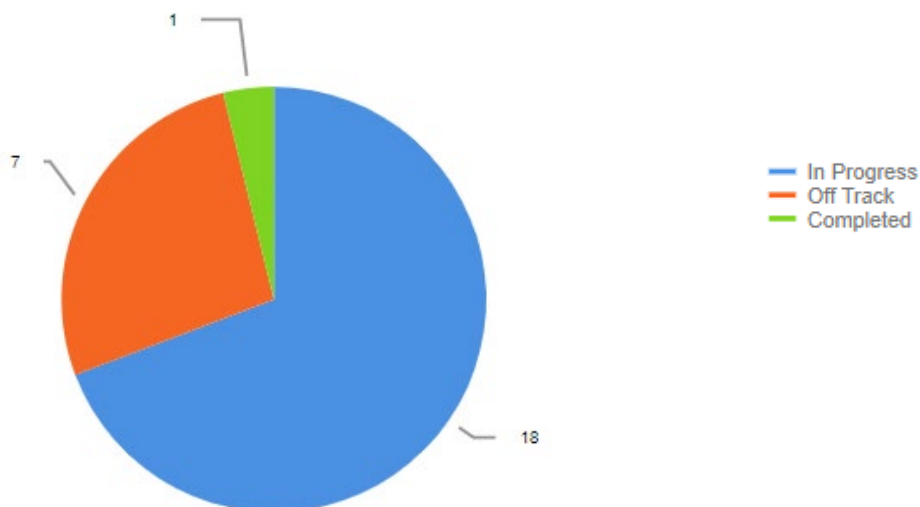


Figure seven illustrates that 69% (18) of the year two actions connected to strategic direction three are 'In Progress', 27% (7) are 'Off-Track' and 4% (1) is 'Completed'.

Strategic Direction 4: Responsible, Transparent and Responsive

Strategic direction four is focused on transparent and accountable decision making, ensuring that the organisation is financially responsible, managing resources effectively to ensure our current and future services meet the needs of our community, as well as planning and supporting our community through change. This strategic direction has five strategic objectives, spanning across four years with 33 actions to delivered throughout 2022-23.

Figure Eight: Q1 progress update on year two action for Strategic Direction 4

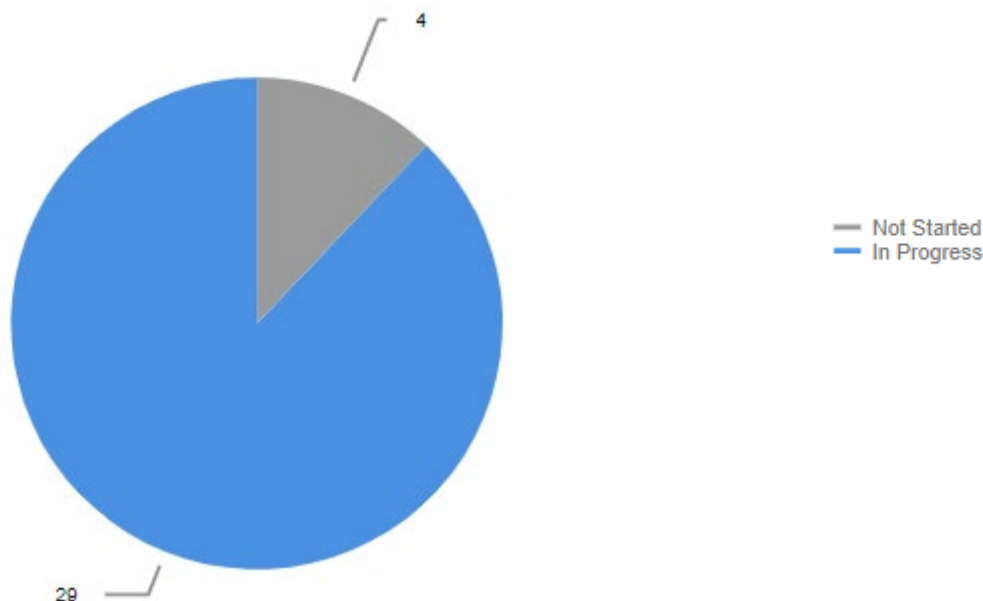


Figure eight illustrates that 88% (29) of the year two actions connected to strategic direction four is 'In Progress' and rest 12% (4) actions are 'Not Started' yet.

2. Capital Project Performance

This is the second year of the Council Plan 2021-25. Darebin's capital works program (developed in relation to the 10 year Capital Works Plan) continues its strong focus on investment in new and renewed infrastructure. Financial Year 2022-23 will see Council will spend approximately \$66.2 million against capital works program, demonstrating a significant investment across our Local Government area. Some of these projects are being delivered over several financial years.

There are currently 30 programs of works (consisting of 141 individual projects) and 16 standalone capital works projects. Of the 157 projects; three were completed, 124 were in progress, 13 not started, three on hold, 14 data not available.

Below are the three completed projects:

1. Wood/ Lauren traffic signals
2. Thornbury Kindergarten – air conditioner renewal
3. Safe Travel -Newlands Road Footpath – construction

3. Status of Council Resolutions

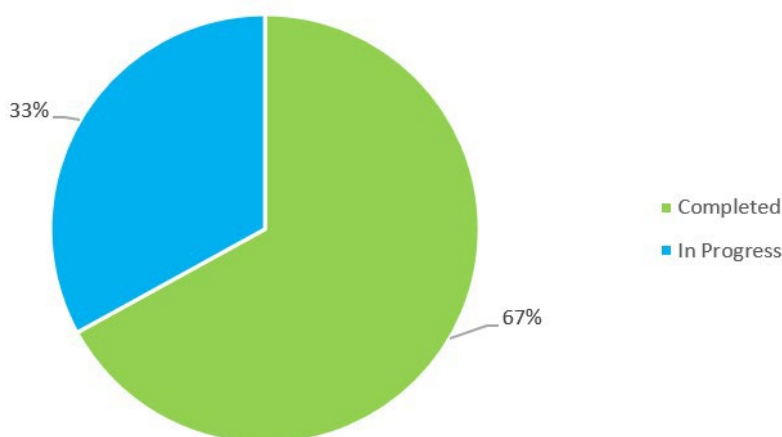
Resolutions, once recorded, take effect immediately. They can vary greatly in scale from writing a letter to communicate Council's position on a matter, to delivery of a complex capital project. Darebin City Council records and monitors the progress made on the implementation of all Council resolutions.

In the first quarter of the financial year, 24 resolutions made through Council and Planning and Committee meetings have been completed and 12 resolutions are in progress. Due to the complexity of some of the resolutions, they may span multiple years and can be superseded or updated as the initiatives progress.

The status of the 36 resolutions made by Council and its Delegated Committee from 1 July 2022 to 30 September 2022 is:

- 67% completed
- 33% in progress

Figure Nine: Progress status of Council Resolutions



4. PROCUREMENT PERFORMANCE

Social & Sustainable Procurement (S&SP) results to date

The table below provides information of supplier and contract activities for the first quarter (from 1 July 2022 to 30 September 2022), addressing S&SP policy objectives in delivering local, social and sustainable benefits.

4.1 Local Economy

Supplier payments – local businesses identified by postcode within Darebin (includes expenditures under contract and adhoc purchases)

Supplier payments	No of transacted suppliers	Total\$ aggregated payments	Proportion transacted Local	Proportion total\$ to Local	Proportion as % expended Local	Aggregated KPI 2021/22 FY
Payment to suppliers (excludes statutory payments)	1019	\$50,500,946	259	\$6,062,846	12%	13%

Contracts awarded by Category – formal contracts ranging from one to five year term and forecast expenditure

Awarded by	No of	Total\$m	Proportion	Proportion	Proportion	Aggregated
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Category	contracts awarded	aggregated contract	awarded to local	value\$ to local	as % awarded to local	KPI 2021/22 FY
Works	3	\$17,159,948	1	\$8,348,234	48%	34%
Services	9	\$38,292,344	0	0	0	32%
Consultancy	2	\$5,700,000	1	\$500,000	9%	0%
Goods	-	-	-	-	-	14%
Total Contracted	14	\$61,152,292	2	\$8,848,234	14%	32%

4.2 Social Opportunities –resulting from contracting

S&SP Objective	Contracts awarded that identify supporting people	Aggregate d contract values	Aligned benefits as a % or actual no.	Aggregated KPI 2021/22 FY
Indigenous & Torres Strait staff	3	\$9.1m	Employing indigenous staff ranging from 0.6% to 2.5% of total staff.	49
Disadvantaged & local apprentices or trainees	7	\$17.5m	Employing local apprentices and trainees ranging from 2 to 31 staff.	73
Evidence of Local (15-25yo) Young 10% dividend	2	\$8.3m	Employing 25% of staff within this age bracket.	21
Gender Equity	7	\$9.9m	Evidence of Gender policies 50% gender balance Executive Team	69
Social or Charitable Enterprises engaged through contracting	6	\$10m	MEGT, Movember, Royal children's hospital appeal, Young Diggers Contributes significantly to volunteering, mentoring, pro bono and low bono projects with 86,777 hours dedicated to projects ('Social Impact') in FY22	42

4.3 Sustainability

S&SP Objective	No. contracts awarded that address environmental sustainable procurement	Aggregated KPI 2021/22 FY
Environmental policies and initiatives in reducing environmental impacts	9	88
Environmental Management System	8	71

5. FINANCIAL PERFORMANCE

5.1 Operating performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000
Operating				
Revenue	157,520	151,680	(5,840)	198,412
Expenditure	(47,881)	(46,421)	1,460	(190,150)
Surplus (deficit)	109,639	105,259	(4,380)	8,262
Capital & other				
Revenue / grants	251	(269)	(520)	(743)
Adjusted underlying surplus/(deficit)	109,890	104,990	(4,900)	7,519

For the three months ended 30 September 2022, Council has recorded an operating surplus of \$105.26 million, which is \$4.38 million behind the year-to-date budget. After eliminating capital and other items, the adjusted underlying surplus is \$104.99 million, which is \$4.90 million less than the full-year budget. An underlying surplus is the net surplus for the year adjusted for non-recurrent capital grants and contributions. It is an accepted measure of financial sustainability as it is not impacted by non-recurring or once-off items of revenue and expenses that can often mask the operating results.

Total revenue year-to-date is unfavourable by \$5.84 million and total expenditure year-to-date is favourable by \$1.46 million. The main items contributing to this unfavourable variance are lower than budgeted income from rates and charges and user fees offset by lower expenditure for employee costs and materials and services.

Revenue from Rates and other charges are unfavorable due to the timing of the processing of the pensioner and other rebates.

Revenue in Statutory fees and fines are unfavorable due to the timing of raising environmental health and animal registrations.

At this point in time, there are no significant variances forecast compared to the adopted budget.

5.2 Capital performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000
Property	11,664	8,006	3,658	46,655
Plant & equipment	1,400	415	985	5,780
Infrastructure	3,443	1,411	2,032	13,792
Total capital works	16,507	9,832	6,675	66,227

For the three months ended 30 September 2022, Council has expended \$9.83 million on the capital works program, which is \$6.68 million behind of the year-to-date budget. The variance is due mainly to delays in building and infrastructure works.

5.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Audited 2022 \$'000
Cash and investments	22,133	47,344	25,211	34,879	58,708
Net current assets	114,559	136,699	22,140	8,381	24,379
Net assets and total equity	1,594,072	1,759,210	165,138	1,493,831	1,653,954

The financial position as at 30 September 2022 shows a cash and investment balance of \$47.34 million, which is \$25.21 million ahead of budget. The variance is due mainly to timing differences in receipt of rates, government receipts, payments to employees and suppliers and a higher opening cash and investment position compared with budget. The cash and investment balance of \$47.34 million was sufficient to meet restricted cash and intended allocation obligations of \$35.67 million at the end of September. Restricted cash is the amount of cash holdings Council requires to meet external restrictions such as trust funds, statutory reserves and cash for intended allocations, such as cash held to fund future capital works.

The net current asset position is \$136.7 million, which is \$22.14 million more than budget. Mainly due to the prior year revaluation increment of land and building assets, the net asset position of \$1.76 billion is \$165.14 million more than budget.

Community Engagement

The preparations of the 2022/23 Quarter One Council Plan Action Plan Progress Report were supported by and involved detailed discussions with all senior leaders, project managers and relevant responsible officers.

Other Principles for consideration

Overarching Governance Principles and Supporting Principles

- (i) the transparency of Council decisions, actions and information is to be ensured.

Public Transparency Principles

- (b) Council information must be publicly available unless (i) the information is confidential by virtue of this Act or any other Act; or (ii) public availability of the information would be contrary to the public interest;

Strategic Planning Principles

- (e) strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances;

Service Performance Principles

- (d) a Council should seek to continuously improve service delivery to the municipal community in response to performance monitoring;

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

No Environmental Sustainability Considerations for Quarter One of 2022/23 Council Plan Action Plan.

The 2022/23 Council Plan Action Plan applies a number of Environmental and Sustainability consideration on procurement performance report with consequential impact on the financial report for the 3 months ended 30 September 2022.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

The 2022/23 Council Plan Action Plan applies a number of Equity, Inclusion, Wellbeing and Human Rights Consideration.

There are Equity, Wellbeing and Human Rights consideration on procurement performance report with consequential impact on the financial report for the 3 months ended 30 September 2022.

Economic Development and Cultural Considerations

The 2022/23 Council Plan Action Plan applies a number of Economic Development and Cultural Considerations.

The 2022/23 Council Plan Action Plan applies a number of Economic Development and Cultural Considerations on procurement performance report with consequential impact on the financial report for the 3 months ended 30 September 2022.

Operational Impacts

Operational impacts are considered in delivering the Council Plan Actions and Council Plan Strategic Indicators.

Operational impacts are considered in delivering the 2022/23 procurement activities.

Operational impacts are considered in delivering the 2022/23 Annual Budget.

Legal and Risk Implications

There are no known legal and / or risk implications from this report.

The reporting of Q1 financial results fulfils Council's legislative obligations in accordance with the principles of the *Local Government Act 2020* and its accountability to the community.

IMPLEMENTATION ACTIONS

2022/23 Council Plan Action Plan Progress Report will be accessible to the community via the Darebin website, and social media.

The Q1 financial report including procurement report contained in the 2022/23 Q1 CPAP progress report will be accessible to the community via the Darebin website, and social media.

Planned mid-year review of 2022-23 financials will be undertaken in January 2023.

RELATED DOCUMENTS

- 2041 Darebin Community Vision
- 2021-25 Council Plan (incorporating Municipal Health and Wellbeing Plan)
- 2022/23 Council Plan Action Plan
- 2022/23 Annual Budget
- Financial Plan 2021 to 2031
- Local Government Act 2020
- Social and Sustainability Procurement Policy December 2021
- 10-year Capital Works Plan 2020/21 – 2029/30

Attachments

- 2022/23 Q1 Council Plan Action Plan Progress Report including Project Performance (**Appendix A**)
- Financial report as of 30 September 2022-23 (**Appendix B**)

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.



COUNCIL PLAN ACTION PLAN 2022-2023

PROGRESS REPORT Q1

the place
to live



INTRODUCTION

Welcome

Guiding the way Council delivers its services and plans for the future is the Council Plan 2021–25. This plan was developed following the most recent election and outlines the objectives and aims of Council over its four-year term. Development of the plan included significant community consultation at community forums and using social media.

Council has committed to four directions that will guide our actions and resources over the next four years:

1. Vibrant, Respectful and Connected – making sure our community is one where all our people are valued, and no one is left behind
2. Prosperous, Liveable and Flourishing – building on Darebin’s strengths in relation to business, services and industry, and creating a city where all services and facilities to support a balanced, healthy life are easily accessible to our residents
3. Climate, Green and Sustainable – ensuring Darebin is a leader in responding to the climate emergency, and our natural environment is protected and enhanced
4. Responsible, Transparent and Responsive – recognising we are here to serve our community, in all its diversity, and that we govern transparently and accountably.

For more detail on the Council Plan, go to www.darebin.vic.gov.au/About-Council/Council-structure-and-performance/Council-plan

Supporting the Council Plan is an annual Action Plan which sets out our work for the financial year to ensure that the objectives of the Council Plan are implemented.

We invite you to read on to see what we’ve done to implement the Council Plan in the first quarter of the 2022-23 financial year.

INTRODUCTION

How to Read This Report

This document outlines our progress in completing the Council Plan Action Plan 2022-23.

There are four sections to this report:

The first section provides an overview of the 10 Big Action themes, specific links to the individual actions and an aggregated percentage of the progress completed to achieve the big action theme.

Section two provides the quarter one action commentary and progress status for the 202 actions from the 2022-23 Council Plan Action Plan. The actions are arranged by Council Plan strategic direction/objective and have commentary that outlines the progress against that action as at 30 SEPTEMBER 2022.

Section three is the Capital Works Summary dashboard that provides an update for each individual project.

Section four is the status of Council Resolutions report which provides a summary of the organisation's progress in implementing Council's decisions from the 2022-23 financial year.

Darebin at a Glance

The City of Darebin is located between five and fifteen kilometres north of Melbourne's central business district.

It has been home to the Wurundjeri people for many thousands of years.

Our city covers 53 square kilometres of land stretching from the inner northern suburbs of Northcote and Fairfield to Reservoir and Bundoora.

In 2022, our city's population was 177,314 people, and this is expected to increase to 230,118 by 2041.

We are home to one of Victoria's largest and most diverse communities in the realms of culture, language, religion, socioeconomic background, employment status, occupation and housing need. In 2021, 46,688 of our residents were born overseas; 18 per cent had arrived in Australia in the five years prior.

We have a diverse mix of properties – with 68,081 residential properties, 4,661 business properties and 531 mixed-use properties. Our largest industries are education and training, retail, manufacturing, health care and social assistance.

As a Council, we are responsible for a large part of our city's infrastructure and natural habitat. We own, manage or maintain 333 buildings, 930 hectares of open space (including parks and gardens), 509 km of roads, 30 km of shared paths, 1,035 km of footpaths, 13 road bridges, 52-foot bridges, 614 km of stormwater drains, 23,370 stormwater pits, and 30 gross pollutant traps (structures that trap solid waste such as litter).

While our city's social and economic prosperity is changing, with more of our residents earning higher incomes, we still have many of our residents experiencing disadvantage.

The Socio-Economic Index for Areas (SEIFA) score ranks areas based on indicators that contribute to disadvantage (including unemployment and income). In 2016, Darebin's SEIFA disadvantage score was 1,004, lower than Greater Melbourne at 1018, and Victoria at 1,010. This indicates Darebin is still relatively disadvantaged, compared to Greater Melbourne and Victoria. In September 2021, our unemployment rate was 6.6 per cent. This is higher than Greater Melbourne (6.0 per cent), and significantly higher than Victoria overall (5.6 per cent).

10 BIG ACTIONS

Big Action Number	Council Plan Strategic Action Numbers	Big Action Description	Collective Action Progress Towards Year-One Goals:
BA1	2-11 2-26	Build Infrastructure for the future by developing Northcote Aquatic and Recreation Centre, redeveloping BT Connor Pavilion in Reservoir, and building Darebin Intercultural Centre in Preston.	In progress (43%) <i>across two year-two actions</i>
BA2	2-2 2-3 2-6	Plan infrastructure for decades to come by redeveloping Reservoir Leisure Centre, activating Edwardes Lake Boat House in Reservoir, building new kindergarten facilities, and undertaking a feasibility study for a Global Learning Hub in Preston.	In progress (24%) <i>across six year-two actions</i>
BA3	2-16 3-1 3-2 3-19 3-24	Continue to lead with our response to the climate emergency by updating our Climate Emergency Plan to set out how to best achieve zero greenhouse gas emissions for Darebin by 2030, offering solar installations and energy retrofits to pensioners and vulnerable communities, delivering new business and community power purchase partnerships, supporting a shift to a circular economy and programs aimed to improve safety for people cycling, walking and wheeling, increasing active travel which will also reduce transport emissions.	In progress (28%) <i>across 10 year-two actions</i>
BA4	1-32	Deepen our commitment to truth and justice for First Nations communities in partnership with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and Aboriginal and Torres Strait islander peoples who live and work in Darebin.	In progress (20%) <i>across one year-two actions</i>
BA5	1-22 1-24 2-44 2-47	Support vulnerable members of our community by providing support with COVID-19 recovery, expanding our Homelessness Assertive Outreach program, and supporting community-led programs in East Reservoir and East Preston, to achieve greater physical and mental health, and wellbeing for all.	In progress (30%) <i>across four year-two actions</i>

10 BIG ACTIONS

Big Action Number	Council Plan Strategic Action Numbers	Big Action Description	Collective Action Progress Towards Year-One Goals:
BA6	2-59	Champion local business and creative industries by providing support with COVID-19 recovery, facilitating the establishment of a Darebin Chamber of Commerce, and improving the lighting and safety of our retail precincts and business activity centres.	In progress (25%) <i>across one year-two actions</i>
BA7	1-9 1-13 1-44	Build a more inclusive community for all by supporting Darebin's multicultural communities, reducing racism and discrimination, increasing access to our Council's services and sporting assets by groups who are under-represented, developing our Disability Action Plan, to improve access for all to our services and infrastructure, and achieving Rainbow Tick accreditation (best practice in LBTQIA+ inclusion) for our services and activities.	In progress (16%) <i>across five year-two actions</i>
BA8	2-37 4-18 4-19	Improve the quality of development and work to protect all that we love about Darebin by pursuing protections for Preston Market, conducting a Planning Scheme review informed by in-depth community consultation, and reviewing to amend our Parking Permit Policy.	In progress (27%) <i>across five year-two actions</i>
BA9	3-7	Protect our natural environment and biodiversity by significantly improving water quality in Edwardes Lake, increasing tree canopy coverage in our parks, residential areas and retail precincts, and enhancing understorey planting.	In progress (40%) <i>across one year-two actions</i>
BA10	1-19 2-6	Expand our delivery of quality universal services across the lifespan by providing more three-year old kindergarten places, continuing to deliver our flagship Age Friendly Darebin Project, expanding aged care direct services, and registering to become a home care package provider.	In progress (46%) <i>across seven year-two actions</i>

Council Plan

1.0: Vibrant, Respectful and Connected

1.1: We will develop partnerships with organisations from across our city, to value and include Aboriginal and Torres Strait Islander peoples and people from multicultural and diverse backgrounds

H&W	Strategic Action	Action	Comments	Status
	[1-1] Develop a partnership with Multicultural Arts Victoria to deliver artistic opportunities for Darebin's communities	Develop and deliver a Darebin Creative Licencee Programming Forum to support new creative collaborations with organisations in residence across our arts centres	Council recommended joint programming forums with Multicultural Arts Victoria (MAV) have and is exploring opportunities to collaborate. Under the draft licence agreement Northcote Town Hall has hosted networking meetings and a launch of MAV programs. Council has also jointly produced a production of "Conquest of the Garden" an interdisciplinary and experimental new dance work by Melbourne based Choreographer Nebahat Erpolat. The work takes inspiration from Forough Farrahzad, a feminist poet whose work in 1950's Iran was seen as highly progressive as a result of its criticism of the position of women in Iranian society. The licence agreement with MAV will be finalised as council resolve issues with Northcote Town Hall Arts Centre's occupancy permit are still to be resolved.	
	[1-2] Support and promote a significant increase in participation in Darebin's sports clubs, in particular, for Aboriginal and Torres Strait Islander peoples, women, girls, people of all abilities, and multicultural and diverse communities	Collect diversity of participation data from sports clubs and associations that access Council facilities, and collaborate with these users to increase participation of diverse groups	There were 11,708 participants in total for Winter 2022, Summer 2022-23 and Annual Sports Club Agreements. Addressing participant diversity: 519 are all abilities, 245 from Aboriginal and Torres Strait Islander backgrounds, and 3,424 are women and girls. Council are now focused on how best to collect multicultural background participant data.	
		Apply an Equity Impact Assessment to all sporting infrastructure projects in the 2022/23 Capital Works Plan	Equity Impact Assessment completed for Outdoor Sports Infrastructure Framework Review and KP Hardiman Reserve Pavilion Design projects.	





● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
		Through the review of the Outdoor Sporting Infrastructure Framework, review sportsfield lighting priorities and apply a gender equity lens to support gender inclusive infrastructure priorities	The Outdoor Sports Infrastructure Framework Review is underway. Consultation has been undertaken with sports clubs to understand their needs and priorities. An equity impact assessment was completed to ensure gender inclusion was appropriately increased in proportion to the other criteria. The review is on track for consideration by Council in November 2022.	
		Through the review of the 10 year Capital Works Program, undertake an equity impact assessment and review aligned to the 10 year Asset Plan, Gender Equality Action Plan, Outdoor Sporting Infrastructure Framework and Toward Equality Framework	The review of the 10 year Capital Works Program has commenced and an Equity Impact Assessment is planned to be undertaken through this review in Q2.	
		Investigate and prioritise short term actions available to address gender equity in outdoor sporting infrastructure changing facilities	The John Hall Pavilion design stage has been brought forward and the design stage for KP Hardiman Reserve pavilion is underway - these projects will increase gender inclusive changing facility capacity in a meaningful way to support longer-term approaches. The current Outdoor Sports Infrastructure Framework review is focused on increasing the gender inclusion lens when determining the priority of sporting infrastructure works.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

H&W	Strategic Action	Action	Comments	Status
	[1-3] Encourage and reward sporting and leisure groups/sporting teams that use Council's recreation spaces, by reducing user fees to those that demonstrate inclusion for Aboriginal and Torres Strait Island peoples, women, girls, people of all abilities, and multicultural and diverse communities	Implement a new Sports Club Performance Subsidy Program that incentivises and rewards club development and inclusion initiatives for Aboriginal and Torres Strait Islander peoples, women, girls, people of all abilities, multicultural and diverse communities	A review of existing program and current approaches has commenced. The recommendations from the review are expected to be presented to Council in Q3 2022-23 for implementation from 1 July 2023.	
	[1-4] Develop a memorandum of understanding with Aboriginal Housing Victoria (AHV)	Implement the Memorandum of Understanding and associated action plan with Aboriginal Housing Victoria	Delivered through the Action Plan, progress has been made to improve access to Council services by renters including greater coordination across services to support tenants in a culturally sensitive way. Council endorsed rates concession on all 87 Aboriginal Housing Victoria properties was endorsed by Council.	
	[1-5] Work with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to progress "decolonising" Bundoora Park, including the farm and homestead	Implement and continue to identify initiatives to decolonise Bundoora Park, in partnership with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation	De-colonising initiatives at Bundoora Park continue to be delivered including utilising the advice from the Wurundjeri NARRUP Rangers who work alongside Council staff in the park management. A launch of the Bundoora Park Truth telling displays is being planned for early 2023.	
	[1-6] Develop partnerships with local Aboriginal community-controlled organisations to enhance our work towards mutual goals	Continue to work with, support and strengthen partnerships with local Aboriginal community-controlled organisations and local Aboriginal services.	Work to support and strengthen partnerships with Traditional Owner groups, local Aboriginal Community Controlled Organisations and Aboriginal services continues. This will also be reflected as a priority in the draft Aboriginal Action Plan.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
	[1-7] Work with the Darebin Aboriginal Advisory Committee (DAAC), the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation, and local Aboriginal organisations, to respond meaningfully and comprehensively to the six key requests of DAAC's Our Black Lives Matter statement to Council	Implement responses to the six key requests of Darebin Aboriginal Advisory Committee's Our Black Lives Matter statement to Council through the implementation of the Aboriginal Action Plan 2022-2025	The 'Our Black Lives Matter' Statement has been integrated into the draft Aboriginal Action Plan as key priorities. This approach has been endorsed by the Darebin Aboriginal Advisory Committee.	
	[1-8] Partner with Bowel Cancer Screening, Cancer Council Victoria and local community organisations to increase awareness of bowel cancer and improve community understanding, including for Aboriginal and culturally and linguistically diverse communities, of the benefits of screening, with a particular focus on underrepresented groups undertaking bowel cancer screening	Identify local partners and support the delivery of two initiatives to increase awareness of bowel cancer with a particular focus on underrepresented groups undertaking bowel cancer screening, and improve community understanding of the benefits of screening	In partnership with the Cancer Council 1,500 brochures with information on bowel cancer in Vietnamese, Italian, Greek, English and simplified Chinese were distributed to senior citizens centers, Council customer service centers and libraries.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

1.2: We will help to build an inclusive and empowered community, where social cohesion and community harmony are fostered




H&W	Strategic Action	Action	Comments	Status
	[1-9] Develop the Disability Action Plan to improve access to services and infrastructure for our residents and visitors	Implement actions outlined in the 2021-2026 Disability Action Plan	Teams across the organisation reported on their actions in the Disability Action Plan 2021 -2022. Outcomes and updates have been compiled and the report will be finalised in the coming quarter. A new engagement process to support teams to create actions for the next disability action plan is being developed. This process will involve an organisation wide roadshow to build access and inclusion awareness and workshop actions to improve access and inclusion in Darebin over 2022 - 2023.	
	[1-10] Develop programs to support international students living in Darebin	Develop a project plan to implement programs to support international students living or studying in Darebin	Initial consultations have been made with internal stakeholders and partners such as La Trobe University and other organisations that support international students.	
	[1-11] Develop a program to support middle years students (later primary school, and early secondary school-aged) from Darebin schools to connect with each other, and take action on systemic racism issues together, to support student voices	Pilot and deliver a school program to support middle years students (later primary school, and early secondary school-aged) from Darebin schools to connect with each other, and act on systemic racism issues together, to support student voices.	Initial research and internal consultation has occurred to assist with the concept design. The next step is to consult with schools to understand their capacity to support a program and find a pilot school to inform the development and content of the program. It is expected that any program would be piloted in the 2023 school year.	
	[1-12] Develop a Cultural Diversity Action Plan to significantly improve access to services and infrastructure for multicultural communities	Using audit data, draft a Cultural Diversity Action Plan, including an implementation plan to increase access of culturally and linguistically diverse communities to Council venues, and encourage participation in Council services.	The Cultural Diversity Action Plan for 2023/24 is in development and planning phase. The audit data and mapping currently being undertaken will help inform the priority areas for the Plan.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

1.3: We will embrace diversity and ensure everyone is included in our society, and no one is left behind - by combating discrimination, and championing equity, inclusivity and diversity

H&W	Strategic Action	Action	Comments	Status
	[1-13] Work towards the Rainbow Tick accreditation (best practice in LGBTQIA+ inclusion) for Council's services and activities	Implement the Rainbow Tick accreditation project plan and commence accreditation for services identified as pilot sites	Pilot sites for the Rainbow Tick accreditation include Youth Services, Toy Library and Early Resources and Training. An additional site is to be finalised in October. Accreditation preparatory work has commenced.	
	[1-14] Offer co-working spaces at our arts centres in Darebin	Deliver licenced spaces, artist residences and flexible co-working spaces at our arts centres.	Council hosts three licencees in Arts Precincts venues providing co-working spaces and artist support. MAV at Northcote Town Hall Arts Centre and Speak Percussion & Alex Makes Meals at Darebin Arts Centre.	
	[1-15] Support social enterprises that wish to work in our city, and with our Council - one per year	Support the development of at least one social enterprise in Darebin	Resulting from support fund payments in 2021/22 nine social enterprises will be profiled via a short film that will document their activities, due for completion January 2023.	
	[1-16] Provide financial and in-kind support to neighbourhood houses that bring our diverse people together	With neighbourhood houses, design an approach to provide funding and in-kind support in line with the partnership agreements	All funding agreements with the Darebin Neighbourhood House Network for 2022/23 have been processed and annual projects and reporting parameters established. In-kind support and opportunities will continue throughout the year and results will be reported in other Council Plan actions.	
	[1-17] Launch Council's new website, with improved access functionality for people from diverse communities	Introduce user accounts for households to provide full overview on service interactions with Council, with the benefit of translations and accessibility features.	Investigation has concluded that it is not possible to introduce accounts for households with current system capabilities. This action has been incorporated into the drafting of the IT Strategy. Alternative action has been taken to improve functionality, accessibility and self service, aligned to the strategic action of the Council Plan. We have expanded self serve options for customers through a range of e-services as well as more than 50 online forms across all service areas.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
		Deliver improved functionality to enable end to end service delivery through the website for high volume service transactions	Following robust user testing of the site, we saw strong trend for self-service and easier-to-find actions. A review process was undertaken and a range of unnecessary information and pages were removed. Language was simplified across the website and more than 100 action buttons were installed to link customers to forms and ePathway actions for payments and applications. This project is complete, however we will continue to review the website to ensure optimum user experience.	
	[1-18] Develop a Sexuality, Sex and Gender Diversity Action Plan to support the inclusion, rights and wellbeing of LGBTIQ+ communities and work to combat homophobia, biphobia and transphobia	Develop and commence implementation of a Sexuality, Sex and Gender Diversity Action Plan, to support the inclusion, rights and wellbeing of LGBTIQ+ communities and work to combat homophobia, biphobia and transphobia	Research, analysis and evaluation has been conducted to understand best practice to inform the development of a revised Sexuality, Sex and Gender Diversity Action Plan.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

1.4: We will increase social connection to reduce isolation and loneliness, and support positive mental health

H&W	Strategic Action	Action	Comments	Status
	[1-19] Deliver Age Friendly Darebin, expand aged care direct services, and register Council to become a home care package provider	Complete the registration process for Home Care Packages	Application has been completed, supporting documents gathered and is now awaiting Manager signatures before submission	
		Complete project to ready Council services for the Support at Home Program	Aged friendly Darebin 2021/22 completed. Registration paperwork complete, awaiting CEO police and bankruptcy checks.	
		Review and implement the Age Friendly Darebin Plan year three actions and develop the year four action plan	Year three of the Age Friendly Darebin Plan has been drafted.	
	[1-20] Facilitate and support volunteer opportunities with Council across our diverse communities, to strengthen community connection and skills development	Implement the Four Year Volunteer Program to facilitate an increase in connectedness of our diverse communities and to provide opportunities for participants to develop new skills	Year one actions have commenced, which includes, implementing a centralised volunteer management database and creating external and internal webpages to showcase, inform and advise about the management of volunteers.	
		Deliver at least one project to increase community volunteering in East Preston and East Reservoir, with a focus on supporting positive mental health	The 'Together Project' is in its second year. Ten trained volunteers community members are now helping others by strengthening the social and emotional wellbeing people experiencing exclusion and isolation in the priority neighbourhoods East Reservoir and East Preston.	
	[1-21] Increase the access of culturally and linguistically diverse and diverse communities to Council venues, and encourage participation in Council services (where participation rates are low)	Implement Cultural Diversity Action Plan initiatives to increase access of culturally and linguistically diverse communities to Council venues and encourage participation in Council services	Nineteen Council Plan actions form the Cultural Diversity Action Plan for 2022/23. These include the collection of audit data, work with sporting groups and development of design principles. Achievements to date include the participation of young people from disadvantaged and culturally diverse backgrounds in the Young Citizens Jury and the delivery of Big Sister Workshops and Darebin Speak young women leadership program.	



● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
		Improve access to Darebin Library services by offering amnesty on fees for late items	The amnesty is being scheduled for 2023. A report is also being prepared for Council to consider the implications of removing Darebin Libraries overdue fines.	
	[1-22] Work in partnership to address the digital divide for public housing and high-risk accommodation residents, culturally and linguistically diverse communities and other excluded groups, including those impacted by COVID-19	Complete the assessment of the pilot Digital Divide Program in East Preston to inform the implementation of further programs that address the digital divide and increase inclusion	The assessment of the pilot Digital Program at the East Preston Community Centre has been completed. This has informed the programming of a revised Digital Literacy Program which will be delivered in East Preston and East Reservoir.	
	[1-23] Provide grants, and deliver and facilitate programs, services, and events that address loneliness, through supporting social connectedness and positive mental health	Deliver two projects that support mental wellbeing and address social isolation	Funding to the Neighbourhood House Network includes delivering programs such as gardening and arts and craft programs to address mental health and social isolation. The outcomes of these will be reported in Q4. The August Darebin Education Network meeting focused on student mental health and wellbeing in collaboration with the Regional Department of Education and Training. Twelve secondary and primary schools were represented, this will form the basis of some of Council's ongoing work. Through Decibels, Council supported eight young people who have experienced social isolation to come together to collaborate and exchange ideas on a creative music project. Their work resulted in a performance at the FUSE Block Park in September 2022.	
	[1-24] Work with our sporting and recreation clubs to increase access and participation of people from culturally diverse and disadvantaged backgrounds	Develop Diversity Action Plan templates for Darebin's community sports clubs and collaborate on initiatives that promote inclusive sports club environments	Internal stakeholder discussions have commenced in preparation for draft template development. External workshops will be scheduled for 2023.	
	[1-25] Increase the opening hours of Reservoir Library to include Sundays (to align with the opening hours of Northcote and Preston libraries)	Continue to deliver extended opening hours at Reservoir Library to include Sundays	Reservoir Library has continued to open from 1-5pm each Sunday with 1,210 visits for the first quarter.	

 Not Started
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  In Progress
  Off Track
  Discontinued

H&W	Strategic Action	Action	Comments	Status
	[1-26] Provide the Libraries After Dark program at Reservoir and Preston libraries	Continue to deliver the Libraries After Dark program at Reservoir and Preston Libraries	Libraries After Dark has continued at both Preston and Reservoir Libraries with a range of free events to activate the spaces, including movie nights, author talks, health and wellness workshops, and Makers Corner craft sessions. Attendance has not returned to pre-COVID levels but the team continues to explore activation opportunities and increase community awareness.	
	[1-27] Provide sports grants to encourage increased participation of women, girls, people of all abilities, multicultural and Aboriginal and Torres Strait Islander peoples, in community sports	Deliver a sports grants program focused on supporting initiatives that increase inclusive participation and club development	Round One of the 2022 Sports Grants Program opened on 22 August and closed on 26 September 2022. Application evaluation is underway.	
	[1-28] Advocate to state and federal governments to increase investment in early intervention and tertiary mental health services	Deliver at least two advocacy initiatives to State and Federal Governments to increase investment in early intervention and tertiary mental health services, as aligned to Council's Advocacy Strategy	Council supported the development of mental health advocacy priority paper by the Northern Councils Alliance. The paper called for the state government to fund local government to engage in mental wellbeing activities; include local government on key governance structures and in planning processes relating to promotion of mental health; recognise and fund for the promotion and prevention work already occurring; resource local government to strengthen data collection and research evidence, and improve the availability of local mental healthcare services.	
	[1-29] Work with other organisations to provide health information to communities on health and wellbeing issues including alcohol and other drugs, gambling, mental health support, and family violence	Support the delivery of two initiatives that provide health information to communities	A regular Health Kiosk has been established at the East Preston Community Centre. Local residents are able to receive blood pressure checks and receive referrals to community health organisations. This has been delivered in partnership with La Trobe University and Darebin Information Volunteer Resource Centre.	

Not Started
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 In Progress
 Off Track
 Discontinued





H&W	Strategic Action	Action	Comments	Status
	[1-30] Work in partnership to deliver initiatives that reduce the stigma associated with mental ill-health, through awareness and education	Support the delivery of two initiatives that reduce the stigma associated with mental ill-health, through awareness and education	Mental health first aid training for students was delivered at Reservoir High, East Preston Islamic College and NCAT. 228 Year 10 students participated in the program. In addition, the 'Heat and Minds' project has provided a voice for eight young people to promote the importance of mental health and wellbeing. A focus on Libraries and Youth spaces can better support positive mental health among young people.	

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 In Progress
 Off Track
 Discontinued

1.5: We will prioritise and respect the voices and aspirations of Traditional Owners and Aboriginal and Torres Strait Islander communities in Darebin




H&W	Strategic Action	Action	Comments	Status
	[1-31] In consultation with the Darebin Aboriginal Advisory Committee, continue to implement and expand our Aboriginal Employment Strategy and Aboriginal Action Plan	Work with the Darebin Aboriginal Advisory Committee to finalise and commence implementation of a new Aboriginal Action Plan	A draft Aboriginal Action Plan in consultation with the Darebin Aboriginal Advisory Committee is being finalised. The draft includes an action to increase self-determination and raise the voices of Aboriginal Community Controlled Organisations.	
		Work with the Darebin Aboriginal Advisory Committee to identify new opportunities to support pathways to employment and retention for Aboriginal and Torres Strait Islander peoples	A First Nations Jobs Fair will be hosted by Darebin, Banyule and Whittlesea Councils. The event is confirmed for the 5 October and several Aboriginal-led businesses have been confirmed to attend.	
	[1-32] Develop a partnership with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to support the delivery of mutual goals	Jointly design and implement a respectful partnership agreement with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation	Council has undertaken preparatory work for the development of a respectful partnership agreement with Traditional Owners. A meeting on Country with Elders will be scheduled in the coming weeks.	
	[1-33] Through the establishment of our Darebin Nature Plan, begin discussions with Traditional Owners to understand the feasibility and resources required for Council to hand back land and responsibility for land management	Continue to develop a relationship with Narrap to understand feasibility and resources required for joint land management	Partnership with Narrap is ongoing - Working on Country is continuing alongside Council's Bushland Management staff. Opportunities are being explored, and are subject to Narrap's availability of resources, to support Narrap to build its capacity to undertake additional works on Country into the future	
	[1-34] Deliver initiatives that support truth telling, and provide opportunities for culturally diverse communities, and our broader Darebin community, to learn about Aboriginal and Torres Strait Islander culture and history	Deliver initiatives to support truth telling and provide communities opportunity to listen, learn and understand Aboriginal and Torres Strait Islander culture and history, including the annual Ganbu Guilin One Mob event	Ganbu Gulin: Imagining launched the Fuse Festival in September. A free event that celebrated and recognises Aboriginal and Torres Strait Islander peoples. It incorporated truth telling, history and learnings through cultural immersion through story telling, dance, performances and connecting to Country. The launch of the truth telling displays at Bundoora Park is scheduled for February 2023.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
		Deliver the Schools' NAIDOC Yarning Conference	Pre- Yarning Conference learning materials with a focus on Truth Telling have all been distributed to the 22 participating Darebin primary schools. Much of the program has been finalised and includes 20+ extraordinary Aboriginal cultural educators sharing a deep cultural program with the students.	
		Through the review of Council's Road and Place Naming Policy, incorporate naming priorities that reflect Wurundjeri Woi-wurrung language of the Traditional Owners and the cultural heritage and diversity of Darebin's migrant communities	Briefing provided to Council on this topic, possible sites for naming and renaming had also been discussed with Council. Report will come to Council to set policy direction in Q2	
		Explore the potential for renaming places to align with Council's priorities following the adoption of the revised Road and Place Naming Policy	The draft Place and Road Naming Policy has been presented to Council at briefing and is awaiting feedback before the Policy is presented to Council for endorsement to then proceed to community engagement	
	[1-35] Increase support to Aboriginal community-controlled organisations by incorporating a specific funding stream into our Community Grants Program	Develop and implement a Community Grants Program funding stream in partnership with the Darebin Aboriginal Advisory Committee and Aboriginal community-controlled organisations within Darebin	Work has commenced to develop the Aboriginal Community Grants Program, including discussions with the Darebin Aboriginal Advisory Committee. Consultation will commence in Q2 to progress this Grants Program.	

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 In Progress
 Off Track
 Discontinued

1.6: We will ensure our festivals, events and functions are inclusive and respond equitably to, and value the diverse needs and aspirations of, our community

H&W	Strategic Action	Action	Comments	Status
	[1-36] Initiate an annual cultural diversity and social cohesion oration as part of the FUSE festival	Deliver a Cultural Diversity and Social Cohesion Oration as part of the FUSE Festival	<p>The Festival and Events team are in preliminary stages of developing the 2023 Molly Hadfield Social Justice Oration to take place in FUSE March 2023.</p> <p>Planning for the next oration is underway with discussions regarding a partnership with a Melbourne-based youth speakers program that explores themes aligned to climate emergency, cultural diversity and intergenerationalism. This approach is designed to establish younger voices and audiences into the oration model into the future and at the same time honour Molly Hadfield within the context of International Women's Day.</p>	
	[1-37] In Partnership with Multicultural Arts Victoria (MAV), deliver a closing event for the Spring FUSE Festival at Edwardes Lake Park that showcases culturally diverse artists, music and performances	In Partnership with Multicultural Arts Victoria, deliver a featured event for the Autumn FUSE Festival at Edwardes Lake Park	<p>Planning has commenced on design of a free, outdoor format that represents excellent, diverse Australian talent and reflects Reservoir's connection to the natural environment and park spaces. The final concept and confirmed line up is pending upon the outcome of MAV's grant application to the Multicultural Art Commission for additional funding. Early conversations have commenced on ways to incorporate environmental and climate messaging, engaging local community groups and applying a sustainable lens to 2023 plans.</p>	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

1.7: We will continue to be a local government leader in the prevention of violence against women, and gender equity

H&W	Strategic Action	Action	Comments	Status
	[1-38] Continue to implement and evolve our Gender Equality and Preventing Violence Against Women Action Plan, using an intersectional approach	Implement and expand our Gender Equality and Preventing Violence Against Women Action Plan, using an intersectional approach	Council has assisted in the preparation of a Northern Council Alliance advocacy paper 'Ending Family Violence'. A 'Sixteen days of Activism' event and campaign is currently in the planning phase with partners including Women's Health in the North.	
	[1-39] Implement our responsibilities under the Gender Equality Act 2020	Implement the Gender Equality Action Plan	Implementation of action plan of year one has begun. This includes: recruitment of a Workforce Diversity and Inclusion Officer, considering Gender equality as a core principle in 2022 EBA negotiations and commencing conversations with a vendor for an anonymous reporting platform for sexual harassment.	
		Operationalise the Gender Equality Act 2020 through the application of Equity Impact Assessment (incorporating the Gender Impact Assessment) to all major projects and policies	Through the mechanisms embedded in the Equity Impact Assessments, consultation and advice relating to legislative requirements has continued to occur. 15 Equity Impact Assessments occurred, where a Gender Impact Assessment was a part of the process.	
	[1-40] Apply a Gender Impact Assessment to our Council policies and programs, as part of the Towards Equality Framework, and continue to gather data about gendered experience in public spaces, and use this to inform community safety initiatives	Continue to gather data about gendered experience in public spaces and use this to inform community safety initiatives	Council has applied data on gendered experiences of safety to community safety initiatives for open space improvements for Oulton Reserve and Zwar Reserve lighting projects, among others.	
	[1-42] Continue to support regional work to promote women's sexual and reproductive health, and advocate for a dedicated sexual and reproductive health service in the Northern region	Deliver two advocacy initiatives and support one regional project in line with Women's Health In the North's (WHIN) regional strategy, to promote women's sexual and reproductive health	In September, the Women's Health in the North launched the Sexual and Reproductive Health Plan 2022-2025 for the Northern Metropolitan Region. In October Council will meet to discuss implementation of advocacy initiatives and projects.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

1.8: We will work towards a discrimination-free, and systemic racism-free Darebin, and reduce the impact of poverty and disadvantage

H&W	Strategic Action	Action	Comments	Status
	[1-43] Continue to implement our Towards Equality Framework and Equity Impact Assessment to address inequities in the distribution of resources, and ensure the needs of our most vulnerable people are prioritised	Continue to implement Equity Impact Assessments (embedding Gender Impact Assessments) for applicable projects and policies, to address inequities in the distribution of resources, and ensure the needs of residents experiencing disadvantage and discrimination are prioritised	Fifteen Equity Impact Assessments (EIAs) were undertaken this quarter. Projects assessed included policies or projects such as the Northcote Golf Course, Electronic Gaming Machine policy, Intercultural Centre programming, Outdoors Sporting Infrastructure framework, Shade policy, Municipal Emergency management plan, Dog Off Lead policy. EIAs also considered internal processes with strong impact on the community, such as Rainbow Tick (LGBTIQ-inclusion), Bundoora Park (Homestead and Farm) truth-telling display and the removal of library fines.	
	[1-44] Work with the Darebin Ethnic Communities Council, our community, and local organisations, to create projects twice a year that foster respect and address systemic racism	Finalise the baseline data set regarding the experience of racism in Darebin	Planning is underway for the community engagement phase for the 'Experiences of Racism Survey'.	
Design and commence implementation of a program to address systemic racism and discrimination in partnership, and co-design projects with community organisations		as part of planning, initial engagement with key community organisations is underway. This will inform and support the development of the project plan.		
Develop and implement events and campaigns which build respect and seek to address racism and racial discrimination		Initial scoping of events with key partner organisations has been undertaken to understand opportunities to collaborate and raise the awareness of campaigns which build respect and seek to address racism and racial discrimination.		
	[1-45] Continue to implement the Welcoming Cities Standard, with the aim of becoming a 'Mentoring' level Council	Take actions towards achieving the Welcoming Cities Standard 'advanced' and 'excelling' levels by June 2023	The mapping for the Welcoming Cities Accreditation has been finalised. The mapping includes identifying relevant Council's policies, internal and external practices in response to Welcoming Cities standards.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
		Establish design principles by June 2023 to ensure all future and, where possible, current Council buildings and facilities meet the needs of culturally diverse communities	Research and internal conversations and planning is underway to develop design principles that respond to accessibility needs for culturally diverse communities has commenced. The research includes the mapping of the Welcoming Cities accreditation in relation to category 6 - Places and Spaces. A review of relevant design principles across existing policies and recent projects has also been undertaken.	
	[1-46] Work with our local organisations to create an active Community Leader network comprising community leaders from our culturally diverse communities	Formalise a Community Leader network comprising community leaders from our culturally diverse communities	Planning has commenced for the establishment of a Community Leader network. There has been a continuation of connections with community leaders in relation to covid response, RAT test and mask distribution and COVID vaccinations for vulnerable community members.	
	[1-47] Through our Youth Strategy, develop and implement programs to support the participation and leadership of young people from disadvantaged, and culturally diverse, backgrounds	Support 20 newly appointed young people to develop their leadership skills through the Young Citizens Jury and Darebin Speak	Council has supported 24 young people (13 Darebin Speak 11 Young Citizen Jury member) to develop and grow their leadership skills within the community through both the Darebin Speak and Young Citizen Jury program initiatives. This skill development has been through enhancing connections with community, formal and informal training and positive mentoring.	

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 In Progress
 Off Track
 Discontinued

H&W	Strategic Action	Action	Comments	Status
		Deliver two formal leadership programs targeted at disadvantaged and culturally diverse young people, as part of the Youth Development Program	Big Sister Workshops - delivered four workshops across two secondary schools (East Preston Islamic College and Reservoir High School) that supported 85 students and equipped them with tools and information to make safe and informed health, wellbeing, consensual and sexual health choices. Women's Leadership Program - through Council's Darebin Speak program 13 young women from Reservoir High School participated in a young women's leadership program that empowered participants to increase their sense of belonging and engagement in community.	
	[1-48] Mitigate the impacts of climate change on the health and wellbeing of our disadvantaged communities	Identify and deliver initiatives to help the community avoid the health impact of heatwaves, with a focus on vulnerable population groups	Council engaged with the community in October to understand how heatwaves are affecting vulnerable households. This information is now being used to develop initiatives for this year, as well as actions over the longer term that will be included in the new Climate Emergency Plan.	
	[1-49] Partner with our community organisations to support Welcoming Community meals	Partner with community organisations and community groups to support Welcoming Community meals in East Preston and East Reservoir	Council held the first community meal in September at EPCA during Welcoming Week. With the aim to build local community connections, 60 people from public housing residents and culturally and linguistically diverse community members shared a meal. Service providers attended included La Trobe nursing students offering health checks, Jobs Victoria advocates, Your Community Health and garden experts.	




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2.0: Prosperous, Liveable and Flourishing









2.1: We will deliver equitable and accessible infrastructure to provide opportunities for our community to live well

H&W	Strategic Action	Action	Comments	Status
	[2-1] Complete construction, and commence operation of the Multi Sport Stadium in Thornbury	Deliver sporting activities at Narrandjeri Stadium in accordance with the operational management contract	New targeted programs have commenced with participants meeting identified cohorts, including: all abilities - Pickleball, older adults - Walking Basketball, women and girls - Female Futsul, children - Ready Steady Go, and the first ever Treaty Cup tournament coordinated by Koori Academy Basketball.	
	[2-2] Redevelop Reservoir Leisure Centre, incorporating opportunities to enhance health, wellbeing and socioeconomic outcomes	Commence design for the Reservoir Leisure Centre redevelopment, incorporating health, wellbeing and socioeconomic outcomes for our community	Engagement of a principal design consultant is currently underway, following project scoping and due diligence work. Concepts will be developed shortly afterwards and then the community will be consulted on concept options.	
	[2-3] Invest in the Edwardes Lake Boathouse in Reservoir to support a long-term lease arrangement	Invest in the renewal of the Edwardes Lake Boathouse to attract a long-term tenant	Awaiting outcome from Edwardes Lake Boat House property assessment, expressions of interest and rental agreement from which a scope of works can be determined, agreed with a future tenant and then delivered.	
	[2-6] Expand funded 3-year-old kindergarten	Deliver Year One of the Early Years Infrastructure Plan implementation plan	The implementation plan for the delivery Early Years Infrastructure Planning Framework is in development following the adoption of the framework by Council in May 2022. The key priority of expanding kindergarten capacity to ensure access to funded three-year-old kindergarten is being delivered through actions to secure state government funding for kindergarten expansions, ongoing work on planning and design for the expansion of existing kindergartens and the delivery of a new kindergarten at Reservoir East Primary School.	

 Not Started
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  In Progress
  Off Track
  Discontinued

H&W	Strategic Action	Action	Comments	Status
		Work with the State Government to determine a pipeline of projects to expand our city's kindergarten capacity	Council continues to meet regularly with the State Government to discuss the proposed pipeline of kindergarten expansion projects. Discussion are well progressed and it is anticipated that a partnership agreement will be signed in the next quarter. Council was awarded a grant of \$150,000 from the State Government to progress planning and design for the expansion of existing kindergartens.	
		Partner with the State Government to deliver a new kindergarten and early years hub at Reservoir East Primary School	Council is working in partnership with the Victorian School Building Authority to deliver the new kindergarten and early years hub at Reservoir East Primary School. Following the appointment of the building contractor in July, works commenced on site in September. The project is currently progressing on track for the new centre to open as planned in Term 1, 2023.	
		Support early years services in Darebin to enhance inclusion and equity of participation in three and four year kindergarten programs as they expand	<p>Seven network meetings and Communities of Practice provided opportunities for services to share best practice and resources to enhance the inclusion of all children into kindergarten, with a focus in Q1 on;</p> <p>Increasing services capacity to take more children into programs</p> <p>Supporting services to implement 2023 early years reforms, including free kindergarten and increased 3yo kindergarten funding (where possible)</p> <p>Streamlining the application process for families wanting to access integrated kindergarten programs</p> <p>Three new roles that will support the participation and inclusion of children into kindergarten; Preschool Field Officer Program Leader, Culturally and Linguistically Diverse Outreach Kindergarten Officers (x2) have been recruited too.</p>	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued






H&W	Strategic Action	Action	Comments	Status
	[2-7] Improve physical access for our residents and visitors to Council-owned community buildings - at least five buildings per year	Deliver approximately five building renewal projects to improve physical access for our residents and visitors	Construction is underway for both the Darebin Intercultural Centre and Northcote Aquatic & Recreation Centre. The Bill Lawry Oval Pavilion redevelopment is due to commence in the new year, which provides for improved physical access including entrances, ramps, seating, wayfinding and bathrooms. Designs for two additional sports pavilions are scheduled for the current year, which will incorporate improved physical access into the facilities as well as features within the pavilions.	
	[2-8] Commence design work for the construction of Darebin Creek Bridge at Bundoora Park	Begin construction of the new bridge over Darebin Creek at Bundoora Park	Design for the new bridge is progressing well with the project scheduled for construction from April 2023.	
	[2-10] Redevelop KP Hardiman Pavilion in Kingsbury	Commence planning and design for KP Hardiman Pavilion redevelopment	Engagement of a consultant to lead the design of the KP Hardiman Pavilion redevelopment is currently underway. Site investigations are currently underway, and the planning and design of the pavilion will commence in early October 2022.	
	[2-11] Redevelop the Northcote Aquatic and Recreation Centre	Continue construction of the Northcote Aquatic and Recreation Centre	Construction has continued on the Northcote Aquatic & Recreation Centre, which is currently at 60% completion. The new facility is expected to be completed mid - late 2023.	
	[2-12] Develop an Integrated Families, Youth and Children Strategy	Develop an Integrated Families, Youth and Children Strategy and implementation plan to replace the current Youth Services Strategy and Early Years Strategy	Internal planning work for the development of the new Integrated Families, Youth and Children Strategy was progressed in Quarter One. Community and stakeholder engagement in the development of the strategy will commence in Quarter Two.	
	[2-13] Rejuvenate and beautify Cheddar Road in Reservoir, in collaboration with stakeholders	In collaboration with Melbourne Water, continue the re-wilding of Cheddar Road to improve biodiversity and amenity outcomes	Final sign off from Melbourne Water is still pending. Rewilding opportunities have been scoped and plants have been sourced ready for installation. Officers have written to Melbourne Water with details of Council's advocacy program which includes Cheddar Rd.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued


2.2: We will design and create public spaces where our people feel safe, welcome, and respected, including improving lighting and safety for people walking, wheeling, cycling and driving

H&W	Strategic Action	Action	Comments	Status
	[2-16] Investigate and prioritise road safety, accessibility, cycling, walking and wheeling improvements across Darebin by using a Local Area Placemaking approach - where one third of the city is reviewed, with community involvement, each year	Deliver an inclusive engagement program via Your Street, Your Say to identify transport, safety and streetscape improvement priorities (Area B: Bundoora/Macleod, Thornbury East, Northcote East and Fairfield) and provide a recommendations report to Council	Planning has started for the 'Area B' area (Northcote East, Thornbury East, Fairfield & Alphington) of the Your Street, Your Say project. In September Council endorsed community consultation starting in November, however, this timing is at risk following a subsequent Council resolution to prioritise new parking related work.	
	[2-17] Conduct a community advocacy campaign on key transport priorities, including new bus routes, walking, wheeling and cycling improvements, extension to Tram 11, accessible stops, and the suburban rail loop	In the lead up to the State Government election, advocate for priority local transport safety and accessibility improvements and engage community to help advocate via a local community campaign	Council adopted its 2022 Advocacy Platform and started a series of meetings with local representatives, candidates and stakeholders to seek their support for community priorities. Three local 'info sheets' were prepared to support this, and a communications program is due to launch including in Darebin Community News.	
	[2-18] Develop and implement a Community Safety Framework	Develop a Community Safety Framework in consultation with the community	A draft Framework has been developed and internal consultation is scheduled for the following quarter. The Framework will support council with the design of public spaces. Future projects that use the Framework will undertake community engagement to assess the needs of specific users and community.	
		Develop an implementation plan for the Community Safety Framework	Once the Community Safety Framework has been finalised, the implementation plan will include promoting the use of the Framework in the development of Council projects.	
	[2-20] With State Government approval, reduce the speed limit in more local streets across our city	Apply for further area based speed limit reductions arising from the Your Street, Your Say local area place-making program and other transport investigations	Work has started on an application to the Department of Transport for a speed limit reduction in the following areas: 1. Cheddar Road between High Street and Keon Parade 2. Springthorpe Estate area near Ivanhoe Grammar School 3. Area bordered by Murray Rd, Gilbert Rd, Elizabeth St and Bell St 4. Area bordered by Miller St, Gilbert Rd, Bell St and St. Georges Rd.	





● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
	[2-21] Continue to implement our Graffiti Management Strategy to prevent, remove and reduce the reoccurrence of illegal graffiti, and support the launch of a graffiti tag app	Investigate graffiti removal partnerships for State Government assets in Darebin, such as rail corridors	Officers continue to report graffiti on assets belonging to other agencies (Vic Track, Vic Roads, Yarra Trams and energy authorities) and continue to advocate for additional maintenance resources from those agencies.	
		Undertake actions to prevent, remove and reduce the recurrence of illegal graffiti	Graffiti removed proactively and reactively with requests from residents and through snap,send,solve and through the introduction of the new graffiti app.	
	[2-22] Identify creative opportunities to reflect Darebin's different cultures in the built environment across our city	Deliver two creative projects that reflect Darebin's diverse cultures	<p>As part of FUSE Darebin Spring 2022, the FUSE Block Party took place at Newman Reserve. Programmed by a culturally diverse curator and featuring a program of diverse artists, FUSE Darebin partnered with Retropolis, a local vintage market and performance venue. Newman Reserve was activated with arts, music and market stalls, making this a family friendly and culturally diverse event, 500 people attended the event.</p> <p>Planning for the second creative project is underway, officers are working to remount the popular Meet the Makers event at FUSE Autumn 2023.</p>	




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H&W	Strategic Action	Action	Comments	Status
		<p>Support community organisations through the FUSE Fund to deliver creative public events that celebrate culture within the FUSE Festival program</p>	<p>As part of the FUSE Spring 2022, three FUSE Fund recipients works' were presented: 1) 'Things Will Be Different,' a documentary 2) 'Message From Another You' by The Parallel Effect selling out all 47 show sessions. 3) Ai Yamamoto and Dan West at Neon Parlour, with immersive visuals and sound. Totaling in \$35,000 from the 2021 FUSE Fund grant round, resourced 6 Darebin creatives and employment to 21 personnel. The 3 projects sold out 50 sessions totaling in 245 tickets reaching diverse audiences</p> <p>FUSE Fund 2023: Six projects have been selected from a pool of 30 high quality applications. With the \$50,000 in funding, these funds will provide work to approx 17 Darebin based artists and arts professionals. 2023 Recipients: Delia Poon 'Exquisite Bias', Nicole Robertson 'Reservoir Little Art Gallery', Jens Altheimer 'THINGAMABOBS', Colin Offord 'Time Distance Music', Marc Pascal 'Hold Pause Let Go', and Rosie Jones 'The Wild Conductors HOTHOUSE'.</p>	






Not Started
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 In Progress
 Off Track
 Discontinued

H&W	Strategic Action	Action	Comments	Status
		Deliver two public cultural events, including a Cultural Diversity and Social Cohesion Oration as part of the FUSE festival	<p>FUSE Spring 2022 opened with the annual event: Ganbu Gulin: One Mob which was presented in Ray Bramham Gardens and Darebin Arts Centre curated by Aboriginal Artist Sofii Belling-Harding. A Welcome to Country was led by Uncle Bill Nicholson and a program featuring of Aboriginal musicians and local creative businesses was hosted attracting an audience of 500+ across the day.</p> <p>The Festival and Events team are in preliminary stages of developing the 2023 Molly Hadfield Social Justice Oration to take place in FUSE March 2023.</p> <p>Planning for the next oration is underway with discussions regarding a partnership with a Melbourne-based youth speakers program that explores themes aligned to climate emergency, cultural diversity and intergenerationalism. This approach is designed to establish younger voices and audiences into the oration model into the future and at the same time honour Molly Hadfield within the context of International Women's Day.</p>	
	[2-24] Significantly increase funding to our Roundabout Renewal program across our city	Implement the renewing roundabouts program to provide better amenity, including planting	Contracts have been issued for several sites largely in the north of the municipality and all sites that had renewals last financial year. Half the budget has been committed and the rest will be committed over the next month.	
	[2-25] Develop a Community Infrastructure Plan to inform Council's decision making on the future of our assets, based on service needs across our city for the next 10 years	Develop area-specific community infrastructure plans, prioritising Preston	Early investigation work has started for this project, including analysing updated census information for new demographic information.	
	[2-26] Build new Intercultural Centre at Preston Civic Precinct	Complete construction of the new Intercultural Centre	Construction of the new Intercultural Centre is currently at 90%, with final completion scheduled for November 2022.	




Not Started
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 In Progress
 Off Track
 Discontinued

H&W	Strategic Action	Action	Comments	Status
		Design and implement new programming opportunities as recommended by the Intercultural Centre Programming Think Tank	<p>Construction on the Darebin Intercultural Centre is due for completion later in 2022. Ongoing focus relates to strengthening relationships and connection with individuals, groups and community organisations to advance the renewed vision aligned to the inaugural programming framework of the Intercultural Centre, co-designed with a Council-appointed local think tank.</p> <p>Co-design programming opportunities informed by the outcomes of the Intercultural Centre Programming Think Tank are being explored with Aboriginal and asylum seeker communities for delivery next year.</p> <p>Ongoing consultation with Traditional Owners continues to shape the work of the Centre through the development of language and art installations and the co-design of the public launch scheduled for March 2023.</p> <p>The development of partnerships with individuals, groups and organisations that provide opportunities for cultural learning, exchange and connection are underway. Each opportunity has been met with a responsive, adaptable approach from the Darebin Intercultural Centre to ensure we remove unnecessary barriers for our future partners.</p>	
	[2-27] Update flood risk assessments across Darebin, and incorporate them into our Darebin Planning Scheme	Undertake flood modelling across Darebin, in partnership with Melbourne Water	Work is continuing with Melbourne Water to progress the flood modelling across Darebin, with the first stage of the work due in November ahead of the final model expected from Melbourne Water by February 2023.	
		Undertake specialist technical analysis to update flood modelling and mapping related to private land in our city, to account for updated future rainfall forecasts	Work is continuing with Melbourne Water to progress the flood modelling across Darebin, with the first stage of the work due in November ahead of the final model expected from Melbourne Water by February 2023.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued






H&W	Strategic Action	Action	Comments	Status
	[2-28] Continue our Traffic Blackspot Design and Construction Program	Design and construct the annual Blackspot program across Darebin, based on safety priority	The construction at Wood/Laurel is now complete. The design for Victoria/Mitchell is continuing to progress through final approvals prior to construction commencing. The location for the newly identified blackspot project is due to commence in Q3.	
	[2-31] Implement the Reservoir Revitalisation Project	Implement actions as directed by the Reservoir Revitalisation Board	To finalise 21/22, the Reservoir Revitalisation projects delivered improvements to the Reservoir Activity Centre including 540 mtr of new concrete footpath, a new seating area, 7 wayfinding signs, 4 flag poles, trees along Spring St, infill planting of all existing garden beds, linemarking & bicycle lane improvements. Community Safety events were also delivered. In Q1 of 22/23, the Community Outreach program to address public drinking was extended until Dec.22. An additional 13 businesses received grants to improve their shopfronts, bringing the total 38. The Rezza Recipes cookbook featuring stories and recipes from the local community was launched. The Reservoir Economic Analysis report was finalised & the work to finalise the Investment Attraction Plan is ongoing. The Youth Entrepreneurship & Leadership Program delivered a 2-day Hackathon this program is ongoing. New projects have been put forward to the Reservoir Revitalisation Board for potential funding consideration for 22/23.	
	[2-32] Establish an Asset Management Plan for shopping precincts' infrastructure and cleaning	Incorporate service levels for shopping precincts through the review of Asset Management Plans	This will be incorporated into the Transport Asset Management Plan which is expected to be completed by 31 December 2022.	
		Incorporate service levels for shopping precincts through the review of all Asset Management Plans and Cleaning Service Levels	This will be incorporated into the Transport Asset Management Plan which is due for completion by 31 December 2022	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
	[2-33] Advocate to the State Government to increase annual funding for road safety infrastructure, driver behaviour campaigns, and law enforcement, and work collaboratively with other local governments to implement the Victorian Road Safety Strategy 2021-2030	Continue to advocate to the State Government to accelerate the timeline for construction of a safe pedestrian crossing with traffic lights, at the corner of Wingrove Street and Station Street in Fairfield	Installing traffic signals at the Station Street and Wingrove Street intersection has been listed as a 2022 advocacy priority by Council, and efforts continue to secure the State Government's commitment to deliver this project.	
	[2-34] Work in partnership to deliver initiatives that improve perceptions of safety and reduce the opportunity for crime	Deliver and support two initiatives that improve perceptions of safety and reduce the opportunity for crime	Council has completed planning of community safety initiatives and commencing on procurement for delivery. These projects include open space lighting at HLT Oulton Reserve and HP Zwar Reserve in Preston. The lighting will support improved perceptions of safety and activation at night in these parks.	








Not Started
 Completed
 In Progress
 Off Track
 Discontinued

2.3: We will facilitate more affordable, social and public housing in Darebin, to meet our community's needs

H&W	Strategic Action	Action	Comments	Status
	[2-35] Enable and facilitate more affordable and social housing across our city	Conduct an Expression of Interest process to identify potential partners for one or more Council-owned sites suitable for social housing, including exploring options for partnership with Aboriginal Housing Victoria	A specialist officer has been appointed to deliver affordable housing initiatives. Detailed investigation identified that Council is likely to get a better market response by undertaking key land use work before the Expression of Interest (EOI) process. While this change in sequence of activities will mean that an EOI is likely to occur in the following financial year (2023/24), this variation will not impact the overall timing for the commencement of affordable housing projects.	
		Deliver and refine the 'fast track' stream for planning permits that prioritises social housing planning permits and development proposals in Darebin	The Priority Development Application stream has been established and is being used to process affordable and housing social planning permit applications.	
	[2-36] Partner with the State Government to ensure its social and public housing investment meets our community's needs, and creates liveable, connected communities through appropriate design and construction	Facilitate new social and public housing via Council's town planning priority development stream and by implementing actions in partnership with the State Government	Council's Priority development stream has been established and is processing planning permit applications that include social housing outcomes.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

2.4: We will foster local urban streetscapes and activity centres that connect our community, support economic recovery, and encourage people to live, work and play locally



H&W	Strategic Action	Action	Comments	Status
	[2-37] Review to amend the Parking Permit Policy to:(i) to improve access for people with special needs(ii) to allow owners of single lot dwellings that exist on their own Torrens title, the option to have an additional residential parking permit at the same price as current parking permits(iii) to allow single lot dwellings built after December 2004 that are greater than 300sqm property with three or more bedrooms and that exist on their own Torrens title (even if the property was previously subdivided), to have the same entitlements to parking permits as dwellings built before December 2004(iv) to ensure that renovations of a property that is still a single lot on its own Torrens title and is greater than 300sqm with three or more bedrooms are still entitled to parking permits	Undertake community engagement to inform a review and amendment to the Parking Permit Policy	Council has endorsed 4 policy options for community engagement, along with questions to identify the needs of families, multigenerational and numerous adult households, and other circumstances where a permit might be needed. Community engagement started on 11 October.	
	[2-38] Through the establishment of our Darebin Nature Plan, increase shade in our business activity centres to support footpath trading	Identify opportunities for additional trees to provide shade in our business activity centres	Tree planting in retail activity centers is being prioritised. Major roads such as High St and Bell St have been scoped with tree planting to occur this financial year.	
		Implement the shade policy	Council's Shade Policy has been adopted and is now one of the guiding principles when determining tree planting locations within parks. The policy will help inform the park tree planting program in May 2023	
	[2-39] Keep our business activity centres clean and well maintained, with a focus on reducing cigarette litter	Provide an ongoing Council cleaning and maintenance program for our business activity centres	Currently maintaining the commercial centres and retail activity centres according to service intervention levels established for these spaces.	
		Provide bins and signage, to increase the correct disposal of cigarette butts litter in activity centres	Six bins for the correct disposal of cigarette butts have been installed at various activity centres. These are being trialled and monitored re-effectiveness.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
	[2-40] Develop a policy setting the basis for how Council may permit commercial or private Electronic Vehicle charging infrastructure on our public streets	Commence implementation of Electric Vehicle Policy	Council is working with the Northern Council's Alliance to develop a plan for the roll out of Electric Vehicle charging stations across Darebin. The plan will help guide where new chargers are installed to ensure equitable access for all people in Darebin.	
	[2-42] Continue to implement our Street Furniture and Equipment Renewal Program	Deliver street furniture improvements across our city, including bins, seats, bike hoops, and other street asset improvements	Forty-nine bins and twelve seats were installed at various activity centres across Darebin.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

2.5: We will invest in services and the built environment to improve access for our residents and visitors

H&W	Strategic Action	Action	Comments	Status
	[2-43] Create two additional accessible car parking spaces in our city each year	Create at least two additional accessible car parking spaces	Three locations have been identified across our City (Bell Primary School, Enfield Ave, Link St) with the design work underway. It is anticipated construction will be completed in February 2023.	





● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

2.6: We will support the human rights, housing and wellbeing needs of our people experiencing homelessness

H&W	Strategic Action	Action	Comments	Status
	[2-44] Expand our Assertive Outreach Program to support people sleeping rough and experiencing homelessness	Continue to expand our Assertive Outreach Program to support people sleeping rough and experiencing homelessness	Council awarded the Darebin Assertive Community Outreach program to Merri Outreach Support Services until the end of June 2025. This service will continue to support people sleeping rough and experiencing homelessness.	
	[2-45] Expand our Shower Access Program and support access to Council services and programs for people sleeping rough and experiencing homelessness	Promote and expand the Shower Access Program at new locations and provide ongoing support to those experiencing homelessness to access Council services	Planning to expand the Community Shower Access Program to Narrandjeri Stadium in Thornbury has been finalised.	
	[2-46] Continue to support the High Risk Accommodation Response (HRAR), focusing on the coordination, support and funding of high risk accommodation settings and the emergency relief sector	Deliver programs that support the wellbeing of residents in High Risk Accommodation and improve their to access Council services	While the High Risk Accommodation Response program funded by State Government finished on 30 June 2022. Council has funded DIVRS to deliver programs that support the wellbeing of residents in public housing focussing on East Reservoir and East Preston. Council will continue to support community organisations to facilitate the delivery of programs and increase access to services.	

 Not Started
  Completed
  In Progress
  Off Track
  Discontinued

2.7: We will work in partnership to address place-based socio-economic disadvantage and health inequity in East Preston and East Reservoir

H&W	Strategic Action	Action	Comments	Status
	[2-47] In partnership with the community, deliver four place-based projects each year that respond to local community issues and need	Working in partnership, implement four place-based projects, co-created with the community, that support social inclusion, active living and community safety	Three place-based projects in the neighbourhoods of East Reservoir and East Preston. These include working with public housing residents; supporting culturally and linguistically diverse communities, and the establishment of East Reservoir Community Hub with the Somali Australia Council of Victoria. Joint initiatives include a local Homework Club in East Reservoir, regular local outreach visits, and linking locals to services and programs across Darebin. The fourth project supports the advocacy work of the East Reservoir Neighbours for Change (resident group) to prioritise street safety and green spaces.	
	[2-49] Identify opportunities to increase access to low cost and free physical activity in East Preston and East Reservoir	Continue to deliver and grow participation in low cost and free physical activities in East Preston and East Reservoir	The Spring Get Active in Darebin Program includes offerings through East Preston Community Centre & Merrilands Community Centre (Reservoir). To date, Spring 2022 participation is 150 for these areas of the municipality, through activities such as zumba, golf, pickleball, qigong, yoga, seniors group balance class - yoga and pilates, and disability group yoga and pilates.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

2.8: We will advocate to reduce the harm associated with electronic machine gambling, alcohol and tobacco

H&W	Strategic Action	Action	Comments	Status
	[2-50] Implement public health approaches to address problematic public drinking, including advocating to the State Government to prioritise health and wellbeing impacts in planning applications, to reduce the saturation of packaged liquor outlets in our city	Undertake two advocacy actions to the State Government, to prioritise health and wellbeing impacts in planning applications, to reduce the saturation of packaged liquor outlets in our city	Council participates in regional and state-wide networks to reduce alcohol-related harm, which deliver advocacy activities. The state government has broadened the definition of 'harm' associated with alcohol, they will be undertaking consultation, including with Councils to understand the implications of this change on assessing packaged liquor licenses.	
		Conduct a Health and Social Impact Assessment for all applications for packaged liquor outlets in Darebin	There was no social impact assessments required to be undertaken this quarter.	
	[2-51] Support partner and local community organisations, groups, and clubs, to deliver initiatives that encourage smoking cessation	Identify partners and support the delivery at least one initiative that encourages smoking cessation	A social media campaign to encourage smoking cessation in partnership with Your Community Health and the CancerCouncil is planned for November 2022. Council also conducts proactive visits to businesses to ensure that non-smoking compliance is maintained.	

 Not Started
  Completed
  In Progress
  Off Track
  Discontinued

2.9: We will focus on our economic assets and recovery to ensure Darebin is a great place to do business

H&W	Strategic Action	Action	Comments	Status
	[2-52] Develop an Economic Development Strategy, based on the principles of a circular economy, food, health, renewables, creative and digital industries, jobs of the future, and leveraging partnerships	Finalise the Economic Development Strategy and begin implementation	Research is under way to build The Economic Development Strategy in partnership with businesses, industry and community.	
	[2-53] Increase our investment in economic reactivation and recovery initiatives to support existing and new industries, to ensure Darebin's economy is robust and resilient	Implement recommendations in the Reservoir Investment Attraction Plan	The Reservoir Investment Attraction Plan will be finalised in October 2022. Priority recommendations will be considered for implementation in the next quarter.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

2.10: We will leverage investment, partnerships and advocacy to drive Darebin’s growth and sustainability

H&W	Strategic Action	Action	Comments	Status
	[2-54] Develop and implement an advocacy strategy to: <ul style="list-style-type: none"> • Increase the minimum wage, and increase Job Seeker payments • Partner with other levels of government to lift their commitment to the sustainable economy, particularly in sustainable transport and sustainable skill development • Encourage federal and state governments to invest in the sustainable economy, as major generator of jobs • Secure manufacturing investment in Darebin through the North and West Melbourne City Deal Plan 2020-2040 	Implement the new four year Advocacy Strategy including meeting with local representatives of the new Federal Government to advocate for Council's priorities	Implementation of the Advocacy Strategy has started. Darebin's Mayor and senior staff have met with Federal Member of parliament Ged Kearney and discussed needs including for aged care reform, health services, and to catalyse a renewable and circular economy.	
	[2-55] Establish a regional alliance of government, business and community organisations, to drive economic outcomes, including local, social, sustainable procurement	Form a regional alliance to increase procurement spend in Darebin through a compact, involving partners signing onto Council's Social and Sustainable Procurement Policy	A new arrangement with our neighbouring councils known as Northern Alliance Group (NAG) has commenced to formulate partnerships to create significant impacts in driving economic outcomes through procurement activities. The NAG aims to develop policies and strategies for best practices in procurement and we have engaged with La Trobe University to partner and share in developing our strategy for the northern region.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

H&W	Strategic Action	Action	Comments	Status
	[2-56] Continue to implement our Social and Sustainable Procurement Policy to increase the engagement of Aboriginal-led businesses, and focus on job creation for culturally and linguistically diverse peoples, and young people	Host supplier forums, connecting with Aboriginal-led businesses in the Darebin community at least every two months to provide tailored information regarding upcoming procurement	Councils partnership arrangement with Kinaway continues to promote procurement activities for local aboriginal and Torres Strait businesses. Recent large projects, Northcote Aquatic Redevelopment resulted in the awarding of sub-contract works to a local aboriginal plumbing business and the recent Bill Lawry redevelopment, Council and Kinaway hosted a briefing session for builders and local businesses including aboriginal businesses to meet and share opportunities to work together in this large scale project. Information sessions for both targeted projects and upcoming procurements have been held bi-monthly.	
		Drive procurement outcomes that increase local employment opportunities for culturally and linguistically diverse (CALD) peoples, and young people - by integrating our tendering portal to allow CALD peoples/businesses to receive and engage in Council activities	Councils website has been updated to promote a "Join our Local Supplier Register" in order to help Council to directly contact local suppliers from our CALD communities, with the benefit of language translations. When registered suppliers create a subscription alert of their chosen categories relating to their business, advertised procurement will be forwarded to the supplier. This also helps Council staff when sourcing by knowing local suppliers by selected categories.	
	[2-57] Promote to Darebin businesses the benefits of voluntary adoption of our Social and Sustainable Procurement Policy	Promote to, and educate Darebin businesses about the benefits of Council's Social and Sustainable Procurement Policy through recruitment of a dedicated resource	A dedicated resource commenced at Council in June and since commencing has established a plan for actions to work toward the voluntary adoption of Council's social and sustainable procurement policy, including LaTrobe University. Preliminary work has included promoting our social objectives, training and orientation of staff with the assistance of Kinaway and working with the Northern Region Procurement Group to explore broader regional opportunities.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
	[2-58] Build partnerships across all levels of government and the private sector, to attract new industries and investment into Darebin, to support its future growth	Formalise a Memorandum of Understanding with Latrobe University that establishes partnering principles that improve connections with local industry and deliver on the actions agreed to by the Reservoir Revitalisation Board and the Department of Jobs, Precincts and Regions	The Memorandum of Understanding signed in August, work is underway to progress in line with MOU	
		Implement actions in the Reservoir Industry Attraction Plan and the Darebin Economic Development Strategy	The Reservoir Investment Attraction Plan will be finalised in October 2022. Priority recommendations will be considered for implementation in the next quarter. The development of the Economic Development Strategy will refer to this plan and will be instrumental in forming partnerships with the private sector, government and other key stakeholders to understand the opportunities for investment attraction in Darebin.	
	[2-59] Establish a Darebin Chamber of Commerce (or an equivalent body) to strengthen and support our business community	Establish a Darebin Chamber of Commerce and Industry, including the delivery of an economic summit to understand the diversity, strengths and needs of our businesses	Research for the Chamber of Commerce and Industry has been completed and the planning has commence for the proposed model.	
	[2-60] Catalyse new jobs at scale in Darebin with businesses, new industry attraction and our partners - including Jobs Victoria Advocates - focusing on jobseekers facing multiple employment barriers including culturally and linguistically diverse peoples, young people, women, and Aboriginal and Torres Strait Islander peoples	Partner with external agencies to offer a minimum of two employment events focusing on opportunities for job seekers and businesses	First Nations Jobs Fair planned for October 5 in partnership with a host of Aboriginal service providers as well as Banyule and Whittlesea Councils. An inclusive employment workshop in partnership with internal and external stakeholders and local employers planned for November.	
		Maintain a network of employment support services that offer increased opportunity to disadvantaged jobseekers	All service providers including new Workforce Australia are part of networks established by Jobs for the Future team, meet regularly and are involved in project based activities and events.	
		Support partners to deliver a minimum of one industry-based employment and training pilot program	Council is working with local partners including The Bridge Darebin, PRACE and Melbourne Polytechnic to deliver local inclusive employment programs.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued


H&W	Strategic Action	Action	Comments	Status
	[2-61] Implement measures to increase digital capability for our businesses, including local, regional and global connectivity	Develop a Smart Cities Strategy and establish a roadmap to implementing Smart City priorities, aligned to the 10 year Capital Works Plan	Council has commenced the development of an IT Strategy Road Map which includes Smart Cities Strategy. This will be completed by March 2023.	
		Establish the Internet of Things network and develop a roadmap to utilising the network	Council has commenced the development of an IT Strategy Road Map which includes future direction on Internet of Things (IoT). This will be completed by March 2023.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

2.11: We will support, promote, and attract diverse local businesses and industries

H&W	Strategic Action	Action	Comments	Status
	[2-62] Deliver programs and services to build skills and resilience across a range of industries	Provide a business concierge service to assist businesses with minor permits	Council continues to support businesses with minor permit requests and improve the experience of working with Council.	
	[2-63] Promote, support, and market Darebin's diverse business community and precincts, including our multicultural businesses and Aboriginal and Torres Strait Islander Businesses	Support and promote Darebin's diverse business community and precincts, including culturally diverse, and Aboriginal and Torres Strait Islander businesses by fostering partnerships and networks that embrace sustainable business, the circular economy and social enterprise	Three businesses from culturally diverse backgrounds were supported to undertake LED lighting upgrades through our Light\$mart program in this quarter. An additional two social enterprises and three culturally diverse businesses were profiled and featured at the Stories of Sustainability & Regeneration event, which was part of the Darebin Spring FUSE festival on 6 September.	
	[2-65] Implement a Destination Marketing campaign to position Darebin as a natural, cultural and event destination, and including an annual city-wide calendar of events	Develop a four-year Destination Marketing Plan to inform the Economic Development Strategy's future actions	Initial research and scoping has commenced on the four year destination marketing plan	
		Deliver one city-wide marketing campaign and support two precinct marketing campaigns	The city-wide marketing campaign is being scoped and Initial planning is underway to support the precinct specific campaigns	
		Develop a calendar to showcase events and festivals held in Darebin	Initial planning has commenced with internal and external stakeholders to scope out the format, requirements and usability of the annual city wide events and festivals calendar.	
	[2-66] Deliver an expanded Activity Centres-focused program that leverages State Government funding to shape our city of the future, including revitalisation, outdoor dining and parklets, shade, cleanliness, pride, place activations and programs, and thriving retail centres	Implement placemaking priorities across the municipality including year two priorities identified in the Retail Activity Centre Improvement Program, permanent parklet opportunities and shopfront activation programs	Planning is in progress to action identified priorities in the Retail Activity Centre Improvement program and placemaking opportunities. A Parklet policy is in the first stage of development to assist with future parklet opportunities.	
	[2-67] Finalise Service Level Agreements with Darebin's four main traders associations to partner in the management of graffiti, maintenance and weeding	Finalise Service Level Agreements with Darebin's four main traders associations to partner in the management of graffiti, maintenance and weeding	Service level agreement has been presented to the key stakeholders internally and externally. Final agreement and information kit is being finalised	








● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
	[2-68] Create a portal for our business community to use to connect with each other, collaborate and promote their offerings	Undertake research, including business engagement, to develop an online portal for our business community to use to connect with each other, collaborate and promote their offerings	Research is underway to understand the current needs of the business community and the options for the business portal	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

3.0: Climate, Green and Sustainable

3.1: We will adapt to climate change and build the resilience of our community, infrastructure and the built environment, with a focus on our vulnerable communities at risk of fuel poverty, and flooding




H&W	Strategic Action	Action	Comments	Status
	[3-1] Through our Solar Saver 4-year program, support solar installation and energy efficiency retrofits for our vulnerable households, including public and social housing, and renters	Finalise the supply contract for Solar Saver	A supply contract has been established to deliver solar installations for the first year of the program. A second procurement process has been finalised to appoint a second delivery partner for 2022-25.	
		Install solar panels or other energy efficiency installs (through Special Charge) for 200 households	Promotions and engagement are underway to reach Darebin residents who are eligible for the 'Special Charge Stream' Solar Saver program. 35 households will take part in the first round of the Solar Saver program for 2022-23. There has been a lower than expected level of interest, and 200 houses may not be achieved this year.	
		Achieve 200 bulk buy customers	Promotions have commenced to share the Solar Saver opportunity for all Darebin households and businesses. So far 262 households have shown interest in taking part in the bulk buy program, 130 quotes have been sent by the solar provider and 32 quotes have been accepted. This is a lower than expected uptake, and 200 households may not be achieved this year.	
		Complete ten social housing upgrades	Early consultation with social housing providers who could benefit from this project are underway.	
	[3-2] Review our Climate Emergency Plan, including in-depth engagement with our community	Develop a new Climate Emergency Plan, informed by the review of the existing Plan and in-depth community engagement	A review of the 2017 Climate Emergency Plan is complete. An inclusive engagement program was delivered in September and October to understand our community's needs and ideas for climate action, adaption and resilience. While it is not yet certain that this project is off track, the project is at risk of late delivery follow key staff vacancies.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
		Develop a Climate Emergency Plan that has a clear pathway to zero emissions	A review of the 2017 Climate Emergency Plan is complete. An inclusive engagement program was delivered in September and October to understand our community's needs and ideas for climate action, adaptation and resilience. While it is not yet certain that this project is off track, the project is at risk of late delivery follow key staff vacancies.	
	[3-3] Support our community members experiencing fuel poverty, to prevent heating and freezing	Develop and implement initiatives to support the community around climate resilience and energy poverty, and achieve maximum leverage of State Government solar/energy programs	Council is building on work conducted with community service organisations to help improve energy equity with low-income communities, and most recently supported the community to access the State Government's power saving bonus. Council is continuing to work with members of the Darebin Aboriginal Community to ensure the needs of the community are identified and supported.	
	[3-4] Assess the current and future climate risks facing our community, and identify actions Council and other levels of government can take to provide maximum protection for people, property and the natural environment, in response to the assessed climate risks	Develop a Community Climate Risk Action Plan to be included in the Climate Emergency Plan review	Community engagement took place in September and October to help identify the most significant risks for the community around climate change, and where the community would like Council to prioritise its efforts. Along with research and analysis that Council is conducting, this will feed into the new Climate Emergency Plan. This project is at risk of late delivery due to staff vacancies.	
	[3-6] Undertake a whole of Council review of existing policies and practices to identify where climate emergency outcomes could be achieved in the areas of mitigation, resilience, education and advocacy	Complete detailed climate risk assessments for at least five service areas, and update relevant policies and procedures	Council is currently completing an organisation-wide risk assessment to identify risks across all service areas. This work will identify priority policies to update in 2022-23. This project is at risk of late delivery due to specialist staff vacancies.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

3.2: Aim to achieve 12% canopy cover on Council owned and managed land by 2025, prioritising catchment biodiversity and shopping areas


H&W	Strategic Action	Action	Comments	Status
	[3-7] Through the establishment of our Darebin Nature Plan, continue to deliver the Street Tree Planting Program, prioritising areas without coverage, areas with people experiencing disadvantage, and business activity centres	Continue to deliver the Street Tree Planting Program, prioritising areas without coverage, areas with people experiencing disadvantage, and business activity centres	Street tree planting is well underway for 2022/23 financial year. Approx. 400 trees have already been planted with areas of high heat stress and social disadvantage being prioritised. Planning for trees in High St is well underway with sites being determined and service proving underway. These trees will be planted in May 2023.	
	[3-12] Acquire land to create new parks	Commence acquisition of any appropriate land parcels	Council appointed the Strategic Property Project Manager this quarter - this role will lead the work to identify land for acquisition to increase parks / open space. The primary focus has been progressing the acquisition of Clements Reserve. In this quarter Council determined the contamination remediation option for Clements Reserve at its meeting in September and joint instructions to the Valuer General have been issued to progress the acquisition.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

3.3: We will drive significant improvements in water quality and biodiversity across Darebin, designating Edwardes Lake as a flagship project to demonstrate water recreation (in the long term)


H&W	Strategic Action	Action	Comments	Status
	[3-14] Through the establishment of our Darebin Nature Plan, rehabilitate Edwardes Lake and re-forest Edgars Creek in Reservoir, to achieve significant and measurable improvements in biodiversity by 2025	Successfully partner with Melbourne Water to carry out weed management and revegetation works in Edgars Creek and extend public access through the Melbourne Water-owned reaches of the creek	Regular weed management meetings are being held with Melbourne Water to help coordinate catchment responses to new and emerging weeds. Melbourne Water remains a committed member of the Edwardes Lake Taskforce and the taskforce will continue to explore improvement strategies for Edgars Creek.	
	[3-15] Establish and adequately resource the Edwardes Lake Taskforce to significantly improve the water quality and amenity of Edwardes Lake in Reservoir	Adequately resource the Edwardes Lake Taskforce to meet six times a year and identify initiatives to improve the water quality of Edwardes Lake	Edwardes Lake Taskforce has been established and is meeting regularly to address water quality issues within the Edgars Creek Catchment. As per the terms of reference the group is to meet a minimum of four times per calendar year but additional meetings of participants occur as required.	
	[3-16] Advocate with Melbourne Water to secure funding to improve the water quality of Edwardes Lake in Reservoir	Continue positive collaboration with Melbourne Water on mutual goals, including improvements to the water quality at Edwardes Lake	Discussions are ongoing with Melbourne Water via the Edwardes Lake Taskforce in relation to water quality improvements. Joint funding opportunities are being explored to help improve water quality throughout the Edgars Creek catchment. Officers wrote to Melbourne Water with details of Council's advocacy strategy.	
	[3-17] Partner with our community and stakeholders to advocate to ensure the protection of Strathallan as public land for the long term, and to enable better management of the kangaroo population	Develop and implement the new four year Advocacy Strategy, and 2022 Advocacy Platform, which respectively capture and will guide Council's advocacy efforts around supporting local environmental and sustainability outcomes, including for Edwardes Lake and the protection of Strathallan, to help influence government, non-government and community support	Implementation of the Advocacy Strategy and 2022 Advocacy Platform has started. A MOU with LaTrobe University has been established to collaborate on a wide range of shared goals including protection of biodiversity on the site and to help enable community access to open spaces. Council's Mayor and CEO have met with the Vice Chancellor and raised the need for Strathallan to be protected long term. Strathallan is currently protected under the planning scheme as public park and recreation zone.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
		Meet with LaTrobe University to explore options to further strengthen long term protections at the Strathallan site	Council has established an MOU with LaTrobe University to collaborate on a wide range of shared goals including protection of biodiversity on the site and to help enable community access to open spaces. Council's Mayor and CEO have met with the Vice Chancellor and raised the need to for Strathallan to be protected long term. Strathallan is currently protected under the planning scheme as public park and recreation zone.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

3.4: We will reduce carbon emissions by switching to renewable energy on a large scale for Council buildings and through community focused initiatives







H&W	Strategic Action	Action	Comments	Status
	[3-18] Progressively install solar panels and batteries, and introduce other energy efficiency initiatives, into our Council buildings	Improve energy efficiency of Council buildings and increase the amount of solar panels installed	Various projects are included in the program that improve energy efficiency including installation of solar panels Northcote Aquatic & Recreation Centre and Bill Lawry Oval Pavilion, as well as removal of old gas appliances (Preston City Hall) and renewal of inefficient heating and cooling systems.	
	[3-19] Develop and offer to our businesses a Group Power Purchase Agreement	Refine our project scope and offering to Darebin businesses, based on the Market Facilitation Platform proposed by the Department of Environment, Land, Water & Planning and options being developed by other councils	The State Government's Market Facilitation Platform has yet to announce any progress in its offering since its initial consultation process in late 2021. Council has also been working on an offering to Darebin businesses via a multi-Council program to purchase renewable supplies for electricity. A number of Darebin businesses have expressed interest in participating. The project's lead Council - Yarra City Council - is currently finalising an offer to participate in a Buying Group for a future procurement process.	
	[3-20] Develop an advocacy strategy to drive community and business use of solar panels and batteries, and other energy efficiency initiatives	Promote uptake of opportunities available to business and households to continue to increase use of solar power and energy efficiency	Communications are underway to promote the Solar Saver program to residents. The monthly Darebin Sustainability News reaches around 5,000 people and shares events, stories and information to support people to take action on the climate emergency.	
		Build a partnership supporting the introduction of the first urban renewable energy zone centred around Darebin and the National Employment and Innovation Cluster	Work on building a partnership supporting the introduction of the first urban renewable energy zone centred around Darebin and the National Employment and Innovation Cluster has started. With Banyule Council, Darebin has met with key regional organisations and a draft communique has been prepared outlining the groups' common priorities for the Innovation Cluster. These priorities include working together on transitioning to the renewable and circular economy.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
	[3-21] Investigate and establish programs to achieve an increase in the uptake of renewable energy sources by our community and businesses	Implement projects/programs to achieve an increase in the uptake of renewable energy sources by our community and businesses	Darebin's Solar Saver program is underway which helps vulnerable households in the municipality install solar on their roofs. Council recently collaborated with Village Power to complete an engineering study for a community battery, and is working with the Northen Council Alliance on an EV charging station project. This project is at risk of late delivery due to specialist staff vacancies.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued




3.5: We will reduce waste and stimulate a local circular economy, where waste resources are re-used rather than discarded

H&W	Strategic Action	Action	Comments	Status
	[3-22] Develop a plan to respond to new State Government requirements for contaminated land	Develop and implement a management plan to respond to new State Government requirements for contaminated land	Council has made progress on developing a contaminated land management framework.	
	[3-24] Undertake waste reform and take action towards establishing a circular economy	Successfully deliver additional food and green waste bins and a supporting education campaign to reduce food and green waste going to landfill	The municipality-wide green bin rollout was completed in July 2022. The education campaign is being delivered across Darebin with a range of activities such as social media communications, newsletter articles and public-facing events.	
		Develop Food Organic and Garden Organics (FOGO) options for Multi-unit developments (MUDs)	Council has engaged a delivery partner for a trial to inform options and is currently recruiting 6 multi-unit developments to take part in the trial.	
	[3-25] Undertake waste charge reform in response to changing legislation and future operational requirements	Implement Waste Charge Reform outcomes	The Waste Charge Reform has been implemented during Q1, including concession rates. These waste charges have also been incorporated into Council's Financial Hardship Policy to help reduce any financial burden on the community.	
	[3-26] Reduce the impact of illegal dumping in our city	Review Council's response to illegal dumping to identify opportunities to improve effectiveness	The litter prevention team have made a remarkable improvement to the instances of dumped rubbish through prompt removal and continue to monitor the known hotspots and have a number of successes in the past couple of months.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued








4.0: Responsible, Transparent and Responsive

4.1: We will ensure balanced and responsible financial decision making that meets the needs of our community now and into the future

H&W	Strategic Action	Action	Comments	Status
	[4-1] Plan for adjustments in waste services due to the landfill levy and landfill gate fee increases (from 1 July 2021)	Plan for adjustments in waste services due to the landfill levy and landfill gate fee increases	The introduction of the universal food organic and green organic waste service and the launch of the new Darebin operated Resource Recovery Centre has led to an increased volume of recycled material and a reduction in volumes being sent to landfill.	
	[4-2] Develop and implement an Advocacy Framework and four year Advocacy Plan, informed by our Council Plan priorities, aimed at influencing public policy change and attracting support and funding for our priorities	Implement Council's Advocacy Strategy with a focus in 2022 on securing support from candidates ahead of the State Government election, and in 2023 on advocacy for strategic policy reform at Federal level in regards to cost of living, housing, equity and inclusion, and renewable and circular economy	Implementation of the Advocacy Strategy has started. A series of meetings with local representatives, candidates and stakeholders have started where the Mayor and Senior Council staff represent priorities for the Darebin community, including on local infrastructure, social housing, aged care reform, health services, inclusion and to catalyse a renewable and circular economy. Community communications have been prepared and will roll out in Q2.	
		Confirm Council's 2023 advocacy platform in alignment with the 2023 Mayoral election	Implementation of the Advocacy Strategy has commenced. Initial scoping work has begun to outline the 2023 Advocacy Platform and it is scheduled for Council consideration at the first Meeting in 2023.	

 Not Started
  Completed
  In Progress
  Off Track
  Discontinued

4.2: We will ensure our assets are optimised for the benefit of our community






H&W	Strategic Action	Action	Comments	Status
	[4-5] Review our Asset Portfolio, to ensure maximum benefit for our community is being realised, including the occupancy of unused and under-utilised Council buildings	Present the Property Strategy to Council for adoption by September 2022	This action has been delayed due to work required to reconcile and verify its utilisation and property data and pending work to undertake a Building Condition Audit of council's property portfolio. A procurement process has been completed for an external consultant to develop the Property Strategy.	
		Secure tenant occupancy and use of the Edwardes Lake Boathouse	The Strategic Property Project Manager is undertaking a lease review for this site to ensure council has the ability to lease the Boathouse for a retail use.	
		Progress work toward realising the future of the former Reservoir Police Station at 25 Edwardes Street, Reservoir	Received Council endorsement rescinding the previous resolution to demolish the rear of the police station in preparation to going out to internal and external expression of interest for community use	
		Progress work toward realising the future of the former Reservoir Library site	The Strategic Property Project Manager has commenced discussions with City Futures to review the Master Plan for this precinct and identify challenges, risks, constraints, opportunities and commence work on constructing a Project Plan for the development of this site.	
		Undertake an Equity Impact Assessment of the Property Strategy in line with Council's policy and commitments to equity, human rights and diversity	Property Services will undertake the Equity Impact Assessment through its development.	
		Improve access to and participation in Council spaces and services by under-represented and disadvantaged communities	Once service planning is complete, it will highlight 'gaps' where new services can be engaged/encouraged, and land suitably identified to meet those needs.	

 Not Started
  Completed
  In Progress
  Off Track
  Discontinued

H&W	Strategic Action	Action	Comments	Status
	[4-6] Explore opportunities for Council owned and managed land (including airspace) to be used as temporary housing for people at risk or who are experiencing homelessness	Undertake work to increase temporary housing through Council properties	Property Services are currently reviewing management of their existing residential portfolio and preparing a new expression of interest for the ongoing use. City Futures will also provide SAH service planning and how it may utilise existing Council land such as Townhall Ave to increase supplies	
	[4-7] Conduct an audit of the users of Council spaces and services, and develop strategies to increase the participation of underrepresented groups in our community	Design and implement an audit of services and venues to establish a baseline dataset of participation and identify under-represented groups	Initially conversations held with City Futures to create a base line service level planning on Council owned properties located within the Preston Area. Property Services to provide audited titles and current agreements on buildings along with valuation data that supports the asset classification and use. Lease properties will be deemed fully utilised for this project (unless new leases are tailored with multi use functions). Meetings to be held fortnightly.	
	[4-8] Develop specific strategies to increase the participation of under-represented groups and develop responses to support greater inclusion where audit data collected indicates low participation rates	Develop specific strategies to address participation of underrepresented groups and support greater inclusion where there are low participation rates to be included in the Cultural Diversity Action Plan	Currently the Cultural Diversity Action Plan 2023/24 is in development and planning phase. Audit data and mapping to understand key focus areas of underrepresented groups and low participation rates is being undertaken.	
	[4-9] Explore the opportunities to offer a Council building space each year to one community group or organisation, to promote cultural diversity	Implement the adopted Property Strategy with regard to optimising Council properties through the leasing and use of Council properties	This action will commence following the adoption of the Property Strategy.	
	[4-10] Improve delivery of our services to our community by developing an Asset Management Plan for Open Space, establishing a level of service for each class of our assets, and collecting data on our drainage assets	Establish service levels for each class of asset	The Asset Management Plan for Open Space has been drafted and is awaiting final review. A budget bid has been submitted to undertake a drainage condition and validation audit in the 2023/24 year.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

4.3: We will transform our services and service delivery models to ensure they meet the current, emerging and future needs of our community

H&W	Strategic Action	Action	Comments	Status
	[4-12] Transform our models of service delivery through service reviews, to improve and ensure accessibility and consistency of our customer experience	Undertake year one of the three-year Service Review Program	Review schedule for year one has been established and a draft Transformation Program Framework will be finalised in Q2 and recruitment to resource the program is underway.	
	[4-13] Develop a Communications Strategy that ensures our printed and digital publications feature images of people that reflect the diversity of our community, and that our Darebin Community News includes a diverse mix of language and cultural content	Develop a four year Communications Strategy that ensures strategic planning of effective and reflective communications across our diverse community	The draft strategy has been presented to the Executive Leadership team. Feedback has been incorporated and the strategy will be presented to the CEO for approval in November.	
		Implement actions in the Communications Strategy	The Communications and Marketing Strategy is drafted and currently awaiting approval. Implementation will begin following approval in November.	
	[4-15] Develop a Leisure Strategy for our city	Develop a Leisure Strategy for our city, informed by community consultation and engagement with key community stakeholders	Development of the Leisure Strategy is scheduled to commence in January 2023. The Strategy will be completed in 2023-24.	
	[4-16] Undertake a review of the General Local Law	Develop a proposal for improvements to the General Local Law including consultation with community.	Internal stakeholder review of the Local Law and prep work for Equity Impact Assessment have begun. Draft project timeline prepared. Stage one consultation will occur in early 2023 and a proposal for a new Local Law will be drafted. Stage two of consultation will occur in late 2023.	

 Not Started
  Completed
  In Progress
  Off Track
  Discontinued

4.4: We will ensure major changes in our city achieve significant improvements in our City


H&W	Strategic Action	Action	Comments	Status
	[4-17] Support our community and businesses during the construction phase of the Preston Level Crossing project	Minimise the impact to community and businesses during the construction phase of community areas and roads surrounding the Preston Level Crossing	Council has continued to advocate on behalf of residents impacted by the Bell-Preston level crossing removal project through fencing, overlooking and other issues. Council has also continued its advocacy to the State Government about car parking at the new Bell Station, sending letters to agencies and meeting with senior LXP leaders.	
		Assess quality of construction of community spaces and Council assets constructed as part of the Preston Level Crossing to ensure that they meet the design requirements and minimise future costs	Council continues to negotiate with the LXP about the design and transfer of open space and other assets to Council, created through the Bell-Preston level crossing removal. The construction and delivery of landscaping and open spaces are anticipated to be completed in early 2023.	
		Review and advocate for good designs and planning decisions for the Keon Park Level Crossing Removal Project	Council has developed and endorsed a set of draft Urban Design Guidelines that includes our key asks for the design and delivery of the Keon Park level crossing removal. Council completed engagement on the draft guidelines in September 2022 and will report the findings to Council at a future meeting. Council is continuing to participate in design workshops conducted by LXP to advocate for good design outcomes.	
	[4-18] Protect Preston Market, including advocating Council's position to the State Government during its planning consultation process, and working with our community to advocate for the strongest possible planning controls and Protections	Advocate to protect Preston Market, including advocacy to the State Government, public communications and representing Council through the formal planning process	<p>The campaign to protect the Preston Market continues. Recent activities include social media posts, billboards and bus and bin wraps and promotional materials distributed to the community. A highlight was the community picnic held on 1st October, bring hundreds of residents together to send the strong message that the market must be protected.</p> <p>Council finalised its position and preparations for prosecuting Council's preferred plan at the Standing Advisory Committee, which commenced on 3 October.</p>	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued


4.5: We will improve the sustainability, accessibility, and design of development on private land in our city

H&W	Strategic Action	Action	Comments	Status
	[4-19] Progressively improve our Darebin Planning Scheme, establishing a new Municipal Planning Strategy and undertake two new major planning reform projects	Continue to advocate for the community vision in the translation of the Darebin Planning Scheme into the State Government's new Planning Policy Framework, and meet Council's statutory obligation to complete this translation	Council officers are working with the State Government on the final stages of translating our Darebin Planning Scheme into the new Planning Policy Framework. Council is waiting on Department of Environment Land Water and Planning feedback before finalising and reporting to Council later this year.	
		Commence work to improve local economic development and help achieve 20 minute neighbourhoods by investigating Darebin's Activity Centre Hierarchy	Council successfully secured a grant from the Victorian Government to undertake planning and test draft criteria for evaluating the vitality of the municipality's neighbourhood activity centres. Council has developed a methodology, identified centres for investigation and developed a survey tool to audit the condition of each centre.	
		Respond to development pressure at the Northland Shopping Centre to ensure good planning of the site and wider precinct and that any planning provisions are appropriate and achieve community, transport, environmentally sustainable development, social housing and local economic outcomes	Council has commenced scoping work for structure planning and has engaged with the Office of the Victorian Government Architect about current proposals.	
	[4-20] Review our Housing Strategy and planning zones including engaging with our community on where housing and development should be, and strengthening neighbourhood character provisions	Prepare and undertake community consultation on the draft Housing Strategy and Neighbourhood Character Study	The first round of consultation on the draft Housing Strategy and Neighbourhood Character Study has now closed, and Council is considering community feedback and incorporating this into the development of a draft Housing Strategy.	

● Not Started ● Completed ● In Progress ● Off Track ● Discontinued

H&W	Strategic Action	Action	Comments	Status
	[4-21] Advocate for higher and mandatory Environmentally Sensitive Design (ESD) standards in building and planning controls	Advocate for stronger planning provisions for higher energy efficiency standards, including in collaboration with other Councils and via the Council Alliance for a Sustainable Built Environment (CASBE)	Council submitted a planning scheme amendment for 'Elevating Environmentally Sustainable Design Targets and Zero Carbon Development' to the Minister for Planning to authorise in mid-2022 alongside 31 other participating Councils, led by the Council Alliance for a Sustainable Built Environment. The Minister has yet to authorise the amendment.	
	[4-22] Complete major planning reform work to: <ul style="list-style-type: none"> • Introduce an open space levy to fund open spaces in our city • Introduce a Developer Contributions Scheme to help fund infrastructure for our growing population • Establish Heidelberg Road Corridor controls • Establish Thornbury Park Heritage Estate controls 	Seek an interim open space levy increase while progressing work to permanently increase the open space levy	Council remains committed to increasing the supply of open space in Darebin. To achieve this goal, on 12 September 2022 Council resolved to commence a new planning scheme amendment to enable an interim 5% open space contribution rate. The scoping for this work has commenced and work is underway.	
		Continue to prepare and implement planning provisions for the Heidelberg Road corridor, including heritage, land use and urban design	Council received the Planning Panel recommendations for the heritage amendment applying to the Heidelberg Road corridor. On 10 October the Planning Committee considered and adopted the amendment, which incorporated changes that reflected the Panel's recommendations.	
		Continue to prepare and implement planning provisions for the Thornbury Park Estate Heritage Precinct	Council represented its position at the Planning Panel held in July. Council has received the Panel report and is considering the Panel's recommendations before reporting to Council to finalise the amendment.	
		Respond to State-led planning scheme amendment and planning processes that arise for key strategic sites within the municipality to ensure a planning outcome that aligns with Council 's policies	Preston Market is currently the only active state-led planning scheme amendment, and Council is currently representing its position at the Standing Advisory Committee. Officers are consulting with state counterparts on a number of other sites that are undergoing early planning and are providing early advice.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

H&W	Strategic Action	Action	Comments	Status
	[4-23] Complete our Central Preston Structure Plan	Prepare a draft Central Preston Structure Plan for Council consideration	Consultation closed on the draft Central Preston Built Form Framework, Vision and Key Strategic Directions, and will be considered by Council at future meeting. Community feedback will inform a draft structure plan, which is currently underway.	

Not Started
 Completed
 In Progress
 Off Track
 Discontinued

CAPITAL WORKS

The information below shows the status of the Programs and Major Projects of asset capital works for Quarter One of financial year 2022-23.

Project by Asset Class	Progress	Comment
Buildings		
Northcote Aquatic and Recreation Centre Redevelopment	●	On track
Building Renewal Program	●	On track
Reservoir Leisure Centre Design	●	On track
Darebin Resource Recovery Centre Retaining Wall	●	On track
Bill Lawry Oval Pavilion	●	On track
Funded Three-Year-Old Kindergarten	●	On track
Merri Community Child Care and Kindergarten	●	On track
Reservoir East primary School Kindergarten	●	On track
Bridges		
Darebin Creek Bridge	●	On track
Harding Street Bridge Design	●	On track
Drainage		
Kerb and Channel Renewal Program	●	On track
Drainage Renewal Program	●	On track
Stormwater Pipe Relining Program	●	On track
Footpaths and Cycleways		
Pit lid renewal Program	●	On Track
Safe Travel – Walking & Cycling Program	●	On track
Shared Path - Parks Renewal Program	●	On track
Information Technology		
IT Improvement Program	●	On track
IT Infrastructure Upgrade Program	●	On track
Land		
Land Acquisition to Create New Parks	●	On track
Library Books		
Library Collections	●	On track

CAPITAL WORKS

Project by Asset Class	Progress	Comment
Parks, Open Space & Streetscapes		
Streetscape improvements COVID recovery	●	On track
Dole Reserve Wetland	●	On track
Catalyst Project - Preston Civic Precinct	●	On track
Northcote Golf course works	●	On track
Playspace Renewal Program	●	On track
Sportsfield Lighting Renewal Program	●	On track
Sportsground Sub-surface Drainage Program	●	On track
Oval and Sportground Renewal and Upgrade Program	●	On track
Park Asset Renewal Program	●	On track
Community Safety Upgrade Improvements	●	On track
Plenty Tyler Lighting Improvements	●	On track
Irrigation Upgrades and Renewals Program	●	On track
Street Furniture and Equipment Renewal Program	●	On track
Synthetic Cricket Wicket Installation	●	On track
Plant, Machinery and Equipment		
Vehicular Plant Replacement - Heavy Vehicles	●	On track
Replacement of Mobile Garbage, Green Waste and Recycling Bins	●	On track
Vehicular Plant Replacement - Light Vehicles	●	On track
Arts Venues & Hubs Plant & Equipment Program	●	On track
Youth Services Asset Renewal Program	●	On track

CAPITAL WORKS

Project by Asset Class	Progress	Comment
Recreation, Leisure and Community Facilities		
Open Space Improvement Program	●	On track
Sportsfield Lighting Program	●	On track
Bundoora Park Cottage and Toilets	●	On track
Roads		
Road Rehabilitation Design & Construction Program	●	On track
Road Resurfacing Program	●	On track
Blackspot Design and Construction	●	On track
Safe Travel Program	●	On track
Right of Way Rehabilitation Program	●	On track
Roundabout Renewal Program	●	On track
Accessible Parking Bays	●	On track

STATUS OF COUNCIL RESOLUTIONS

Councillor Code of Conduct. These decisions are recorded in the form of resolutions, which are enacted by the Council administration.

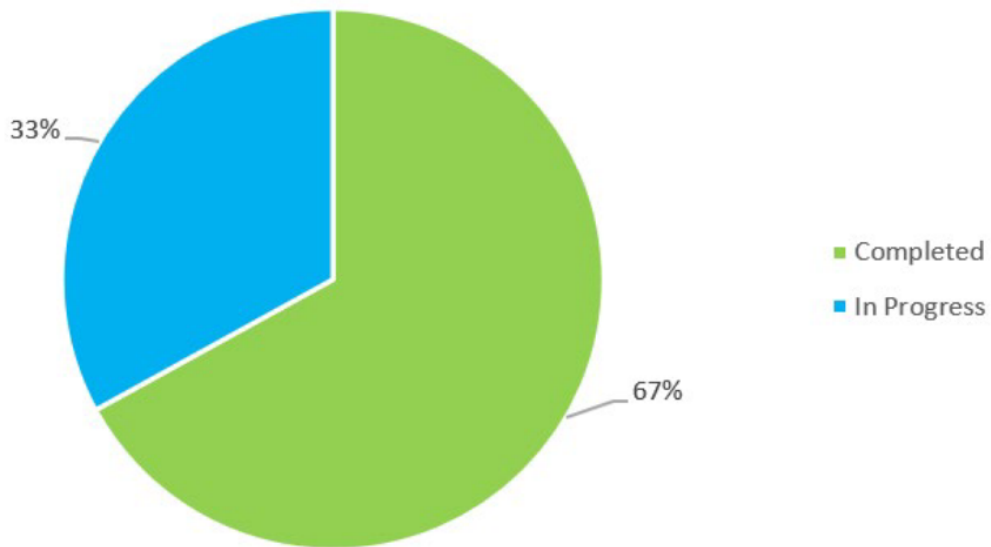
Resolutions, once recorded, take effect immediately. They can vary greatly in scale from writing a letter to communicate Council’s position on a matter, to delivery of a complex capital project. Darebin City Council records and monitors the progress made on the implementation of Council resolutions.

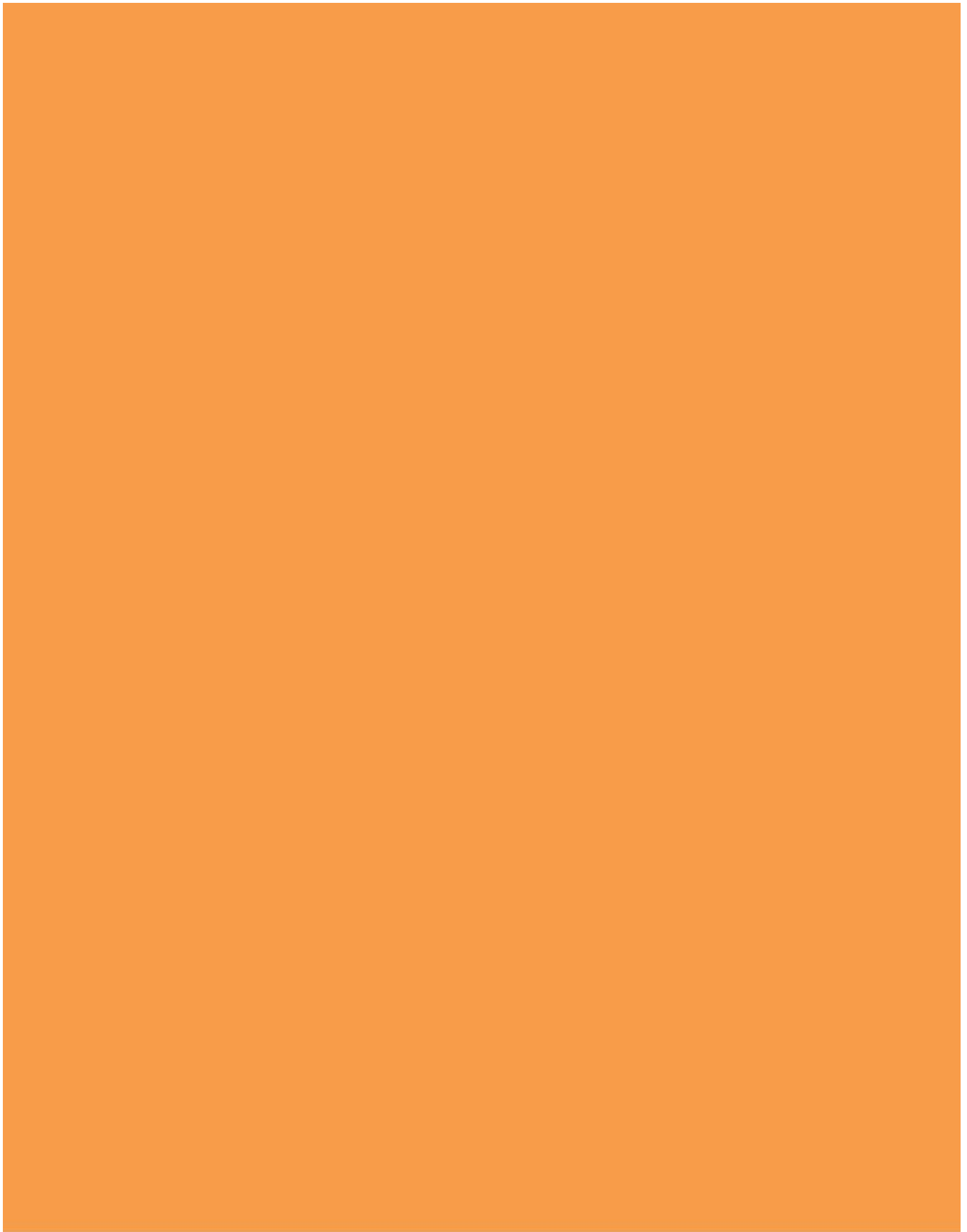
In the first quarter of the financial year, 24 resolutions have been completed and 12 resolutions are in progress. Due to the complexity of some of the resolutions, they may span multiple years and can be superseded or updated as the initiatives progress.

The status of the 36 resolutions made by Council and its Delegated Committees since 1 July – 30 September 2022 is:

- 67% completed
- 33% in progress

Figure One: Progress Status of 36 Council resolutions





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FINANCIAL REPORT

Three months ended
30 September 2022



Financial Report
3 months ended 30 September 2022

Contents

1.	EXECUTIVE SUMMARY	3
2.	FINANCIAL ANALYSIS	5
2.1	Operating Performance	5
2.2	Capital Performance	11
2.3	Financial Position	15
	APPENDIX A	
	Comprehensive Income Statement	19
	Balance Sheet	20
	Statement of Cash Flows	21
	Reconciliation of cash flows from operating activities to surplus	22
	Statement of Capital Works	23



Financial Report

3 months ended 30 September 2022

1 EXECUTIVE SUMMARY

1.2 Operating performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000
Operating				
Revenue	157,520	151,680	(5,840)	198,412
Expenditure	(47,881)	(46,421)	1,460	(190,150)
Surplus (deficit)	109,639	105,259	(4,380)	8,262
Capital & other				
Revenue / grants	251	(269)	(520)	(743)
Adjusted underlying surplus/(deficit)	109,890	104,990	(4,900)	7,519

For the three months ended 30 September 2022, Council has recorded an operating surplus of \$105.26 million, which is \$4.38 million behind the year-to-date budget. After eliminating capital and other items, the adjusted underlying surplus is \$104.99 million, which is \$4.90 million less than the full-year budget. An underlying surplus is the net surplus for the year adjusted for non-recurrent capital grants and contributions. It is an accepted measure of financial sustainability as it is not impacted by non-recurring or once-off items of revenue and expenses that can often mask the operating results.

Total revenue year-to-date is unfavourable by \$5.84 million and total expenditure year-to-date is favourable by \$1.46 million. The main items contributing to this unfavourable variance are lower income than budgeted from rates and charges and user fees offset by lower expenditure for employee costs and materials and services.

At this point in time, there are no significant variances forecast compared to the adopted budget. As part of the 2023-24 annual budget process, a more thorough review will be undertaken for the mid-year report.

Revenue from Rates and charges are unfavourable due to the timing of the processing of the pensioner and other rebates.

Revenue in Statutory fees and fines are unfavourable due to the timing of raising environmental health and animal registrations.

1.2 Capital performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000
Property	11,664	8,006	3,658	46,655
Plant & equipment	1,400	415	985	5,780
Infrastructure	3,443	1,411	2,032	13,792
Total capital works	16,507	9,832	6,675	66,227

For the three months ended 30 September 2022, Council has expended \$9.83 million on the capital works program, which is \$6.68 million behind of the year-to-date budget. The variance is due mainly to delays in building and infrastructure works.

Financial Report

3 months ended 30 September 2022

1.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Audited 2022 \$'000
Cash and investments	22,133	47,344	25,211	34,879	58,708
Net current assets	114,559	136,699	22,140	8,381	24,379
Net assets and total equity	1,594,072	1,759,210	165,138	1,493,831	1,653,954

The financial position as at 30 September 2022 shows a cash and investment balance of \$47.34 million, which is \$25.21 million ahead of budget. The variance is due mainly to timing differences in receipt of rates, government receipts, payments to employees and suppliers and a higher opening cash and investment position compared with budget. The cash and investment balance of \$47.34 million was sufficient to meet restricted cash and intended allocation obligations of \$35.67 million at the end of September. Restricted cash is the amount of cash holdings Council requires to meet external restrictions such as trust funds, statutory reserves and cash for intended allocations, such as cash held to fund future capital works.

The net current asset position is \$136.7 million, which is \$22.14 million more than budget, primarily due to higher opening cash position. The net asset position of \$1.76 billion is \$165.14 million more than budget. This is mainly due to the prior year revaluation increment of land and building assets

2. FINANCIAL ANALYSIS

2.1 Operating performance

The information in the table below shows income and operating expenditure for the period ended 30 September 2022. The five columns of data provide information on the following:

- YTD budget to 30 September 2022 (i.e. estimated timing of income and expenditure)
- YTD actual results to 30 September 2022
- YTD variance of actuals compared to budget
- Annual budget as adopted by Council

The report provides a year-to-date summary of Council's financial position and is a guide on the timing of receipts and payments. Timing differences can occur during the financial year and year to date variances do not imply that the annual budget will be affected.

The majority of YTD timing and permanent differences against budget are due to the on-going COVID impact on Council operations and services.

Financial Report

3 months ended 30 September 2022

DAREBIN CITY COUNCIL

Comprehensive Income Statement

For the 3 months ended 30 September 2022

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000
Income				
Rates and charges	144,638	140,668	(3,970)	146,676
Statutory fees and fines	2,599	2,141	(458)	10,440
User fees	3,179	2,562	(617)	14,707
Grants - operating	4,260	3,569	(691)	17,107
Grants - capital	329	269	(60)	1,322
Contributions - monetary	1,527	1,738	211	6,131
Net gain (loss) on disposal of property, infrastructure, plant and equipment	157	216	59	631
Other income	831	517	(314)	1,398
Total income	157,520	151,680	(5,840)	198,412
Expenses				
Employee costs	23,531	23,327	204	98,348
Materials and services	15,965	13,893	2,072	57,766
Depreciation	6,000	6,234	(234)	24,097
Amortisation - intangible assets	110	128	(18)	443
Amortisation - right of use assets	3	0	3	13
Bad and doubtful debts	244	401	(157)	975
Borrowing costs	52	84	(32)	207
Finance Costs - leases	0	0	0	2
Other expenses	1,976	2,354	(378)	8,299
Total expenses	47,881	46,421	1,460	190,150
Surplus for the year	109,639	105,259	(4,380)	8,262
Less				
Grants - capital (non-recurrent)	251	(269)	(520)	(743)
Adjusted underlying surplus/ (deficit)	109,890	104,990	(4,900)	7,519

Financial Report

3 months ended 30 September 2022

Operating Revenue – notes

1. **Rates and charges:** Major variances include:
 - Pensioner and other rebates are \$3.19 million less than budget. Invoice for first quarter rebate income has been processed and funds are expected to be received in November. (T)
 - Solar Saver special charge is \$475K less than budget. Delays in the roll-out of the special charge. (T)
2. **Statutory fees and fines:** Major variances include:
 - Animal registration fees are \$302K less than budget. Timing of annual renewal fees raised. (T)
 - Environmental health registration fees are \$181K less than budget. Timing of annual renewal fees raised. (T)
3. **User fees:** Major variances include:
 - Darebin Resource Recovery Centre income is \$260K less than budget. Temporary closure of site has impacted on tipping income. The revenue may exceed budget during spring and summer period. (T).
 - Bundoora Homestead income is \$105K less than budget. Lower than expected participants.
 - Bundoora Park income is \$202K less than budget. Lower than expected participants.
 - Bundoora Park golf course income is \$90K less than budget. New contract commenced which provides guaranteed return. (P)
 - Reservoir Leisure Centre income is \$205K greater than budget. Strong growth experienced in centre participation. (T)
4. **Grants operating:** Major variances include:
 - Supported and connected living is \$475K less than budget. State and Commonwealth funding received in October. (T)
 - Library management and operations \$268K less than budget. State Government funding not yet received. (T)
 - Victorian Grants Commission (Commonwealth Financial Assistance Grants) for 2022-23 were 75% prepaid in 2021/22 and accordingly the grants received are \$862K less than budget. (P)
 - Civic compliance is \$618K greater than budget. School crossing supervision received in advance. (T)
 - Family, Youth & Children services is \$235K greater than budget. Additional funding received for Pre-school field officer and CALD outreach program.
5. **Contributions - monetary:** Major variances include:
 - Public open space contributions are \$228K greater than budget at the end of September. Continued growth experienced in property development undertaken within the municipality. (T)
6. **Other income:** Major variances include:
 - Due to delays in the rollout of the Solar Saver program, small scale technology certificates have not been received \$274K. (T)
 - Revenue received for supplementary valuation services is \$105K less than budget.
 - Cost recovery received from Victorian WorkCover Authority is \$134K greater than budget. (T)

Financial Report

3 months ended 30 September 2022

Operating Expenses – notes

7. **Employee costs:** Major variances are:

- City development is \$156K less than budget at the end of September. (T)
- City futures is \$159K less than budget at the end of September. (T)
- Families, Youth & Children is \$160K less than budget at the end of September. (T)
- Creative culture and events is \$102K less than budget at the end of September. (T)
- Recreation and libraries is \$144K less than budget at the end of September. (T)
- Recovery, resilience and economic development is \$126K less than budget at the end of September. (T)
- Property and asset strategy is \$159K less than budget at the end of September. (T)
- Supported and Connected living is \$268K less than budget at the end of September. (T)
- Assets and capital delivery is \$677K more than budget at the end of September. Project management costs for Q1 are yet to be allocated to specific capital works projects. (T)
- Parks and open space is \$193K more than budget at the end of September. Additional temporary and casual staff were engaged. (T)

8. **Materials and services:** Major variances are:

- Environment & Sustainable transport is \$787K less than budget at the end of September. Delays in rollout of the Solar Saver program. (T)
- City Works is \$1,198K less than budget at the end of September. Timing of receipt of waste and tipping contract invoices. (T)
- Communications and engagement is \$130K less than budget. Timing of Darebin News publications. (T)
- Creative culture and events is \$103K less than budget at the end of September. (P)
- Equity and wellbeing is \$172K less than budget. (T)
- Parks and open space is \$220K less than budget at the end of September. Timing of utility expenses and contractor payments delay due to inclement weather. (T)
- Supported and connected living is \$176K less than budget. Contract meals production, timing of invoice processing. (T)
- Assets and capital delivery is \$180K less than budget. Timing of receipt of contract staffing invoices. (T)
- City development is \$239K more than budget.
- Governance and Corporate strategy is \$129K more than budget at the end of September. Timing of Insurance and MAV corporate membership. (T)
- Information services is \$1,394K more than budget at the end of September. IT license agreements paid in advance. (T)

Note: (T) Timing, (P) Permanent

Financial Report 3 months ended 30 September 2022

Operating Expenses – notes

9. **Bad and doubtful debts:** Major variance is:

- Traffic enforcement bad and doubtful debts is \$236K more than budget. Over the first 3 months of the year there have been more infringements sent to Fines Victoria for processing. (P)

10. **Other expenses:** Major variances are:

- Animal control is \$140K more than budget at the end of September. Timing of animal welfare license fee. (T)
- Parks and open space is \$364K more than budget at the end of September. Timing of contribution made to Darebin and Merri Creek management committees. (T)
- Legal fees attributable to Preston Market \$114K more than budget. (T)
- Recovery, resilience and economic development is \$456K more than budget at the end of September. Timing of contributions made to neighbourhood houses. (T)
- Rebate attributable to general rates and property valuations are \$407K less than budget. (T)

Note: (T) Timing, (P) Permanent



Financial Report

3 months ended 30 September 2022

2.2 Capital performance

The information in the table below shows capital expenditure for the period ended 30 September 2022. The six columns of data provide information on the following:

- YTD budget to 30 September 2022
- YTD actual results to 30 September 2022
- YTD variance of actuals compared to budget
- Annual budget as adopted by Council

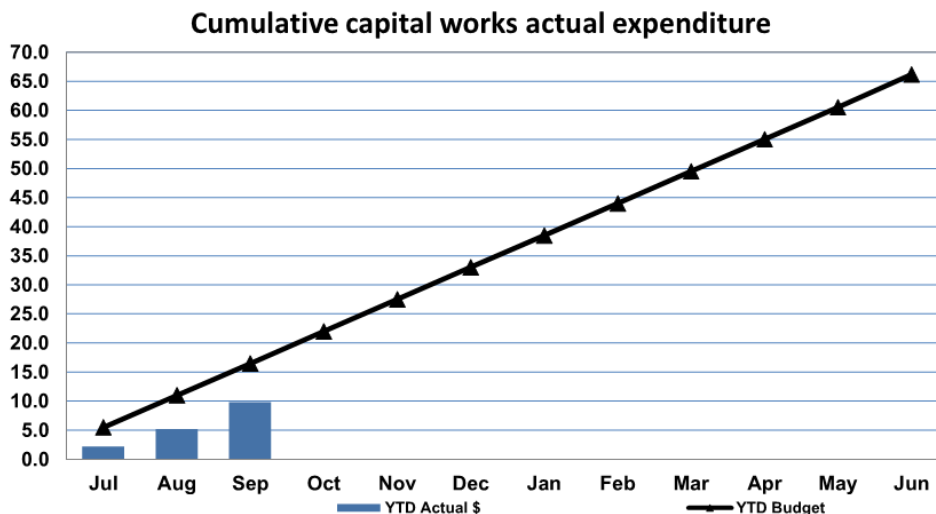
DAREBIN CITY COUNCIL

Statement of Capital Works

For the 3 months ended 30 September 2022

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000
Capital works				
Property				
Land	375	0	375	1,500
Buildings	11,289	8,006	3,283	45,155
Total property	11,664	8,006	3,658	46,655
Plant & equipment				
Plant, machinery & equipment	675	3	672	2,880
Computers & telecommunications	525	255	270	2,100
Library books	200	157	43	800
Total plant & equipment	1,400	415	985	5,780
Infrastructure				
Roads	1,105	212	893	4,418
Bridges	192	16	176	767
Footpaths & cycleways	325	41	284	1,300
Drainage	450	34	416	1,800
Land Improvements	385	869	(484)	1,540
Recreation, leisure & community facilities	88	124	(36)	350
Parks, open space & streetscapes	898	115	783	3,617
Total infrastructure	3,443	1,411	2,032	13,792
Total capital works	16,507	9,832	6,675	66,227
Represented by:				
Asset renewal	7,454	4,441	3,013	29,904
New assets	843	502	341	3,384
Asset expansion	4,654	2,772	1,882	18,672
Asset upgrade	3,556	2,118	1,438	14,267
Total capital works	16,507	9,832	6,675	66,227

Financial Report
3 months ended 30 September 2022



Capital Expenditure – notes

1. **Land:** Major variances include:
 - Land acquisition project is \$250K less than budget at the end of September. (T)
 - Contaminated land remediation is \$125K less than budget at the end of September. (T)
2. **Buildings:** Major variances include:
 - Bill Lawry Oval pavilion upgrade is \$1,045K less than budget. Progress on works is behind of the project plan. (T)
 - Building renewal program is \$1,273K less than budget. The program includes building renewal works throughout the municipality. (T)
 - Northcote Aquatic and Recreation Centre redevelopment is \$558K less than budget. Works are well Progressed as per the project plan. (T)
 - Reservoir East Primary School kindergarten is \$115K less than budget.
 - Reservoir Leisure Centre redevelopment is \$177K less than budget.
3. **Plant, machinery & equipment:** Major variances include:
 - Vehicular plant replacement program is \$450K less than budget. Delays in availability of heavy vehicles. (T)
 - Mobile garbage bin replacement is \$125K less than budget. (T)
4. **Computers & telecommunications:** Major variances include:
 - IT infrastructure upgrade is \$238K less than budget. (T)
5. **Roads:** Major variances include:
 - Road rehabilitation – future design works is \$398K less than budget. (T)
 - Road resurfacing program is \$385K greater than budget. (T)

Note: (T) Timing, (P) Permanent

Financial Report 3 months ended 30 September 2022

Capital Expenditure – notes

6. **Bridges:** Major variances include:
 - Gronn St – Darebin Creek – project is \$109K less than budget. (T)
7. **Footpaths & cycleways:** Major variances include:
 - Safe travel program is \$258K less than budget. (T)
8. **Drainage:** Major variances include:
 - Massey Avenue – stage 1 project is \$113K less than budget. (T)
9. **Land improvements:** Major variances include:
 - Darebin Resource Recovery Centre is \$423K greater than budget. (T)
10. **Parks, opens space & streetscapes:** Major variances include:
 - Northcote Golf Course works is \$113K less than budget. Project currently being scoped. (T)
 - Open Space rapid works for 2022-23 is \$339K less than budget. (T)

Note: (T) Timing, (P) Permanent



Financial Report 3 months ended 30 September 2022

2.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Audited 2022 \$'000
Cash and investments	22,133	47,344	25,211	34,879	58,708
Net current assets	114,559	136,699	22,140	8,381	24,379
Net assets and total equity	1,594,072	1,759,210	165,138	1,493,831	1,653,954

Cash balance

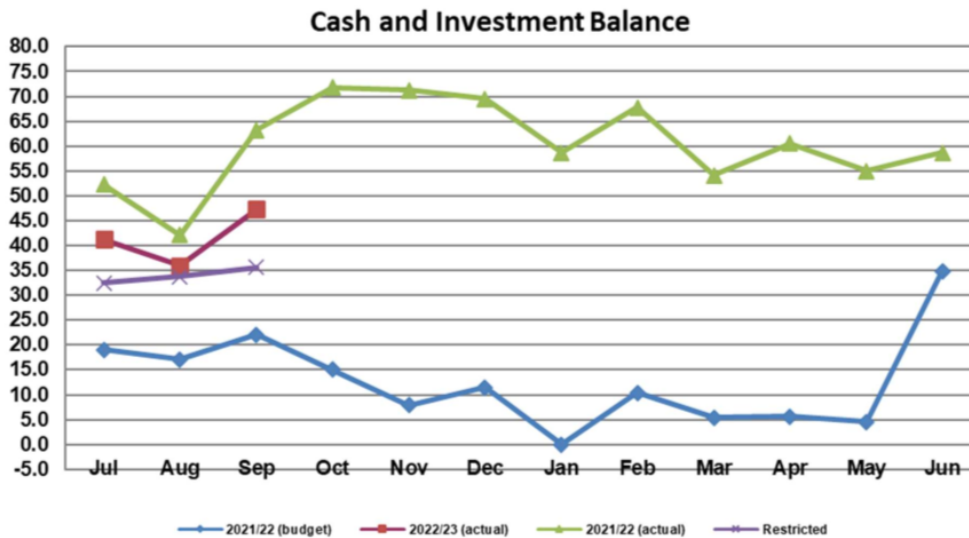
The chart below shows projections of how Council’s cash balance is expected to perform over the course of the 2022/23 financial year. The chart portrays:

- YTD budget to 30 September 2022
- YTD actual results to 30 September 2022
- YTD variance of actuals compared to budget
- Annual budget as adopted by Council
- Restricted Cash

Restricted cash includes:

- Developer contribution scheme
- Drainage development reserve
- Recreational lands contributions held on behalf of developers
- Carried forward capital works
- Trust funds and deposits.

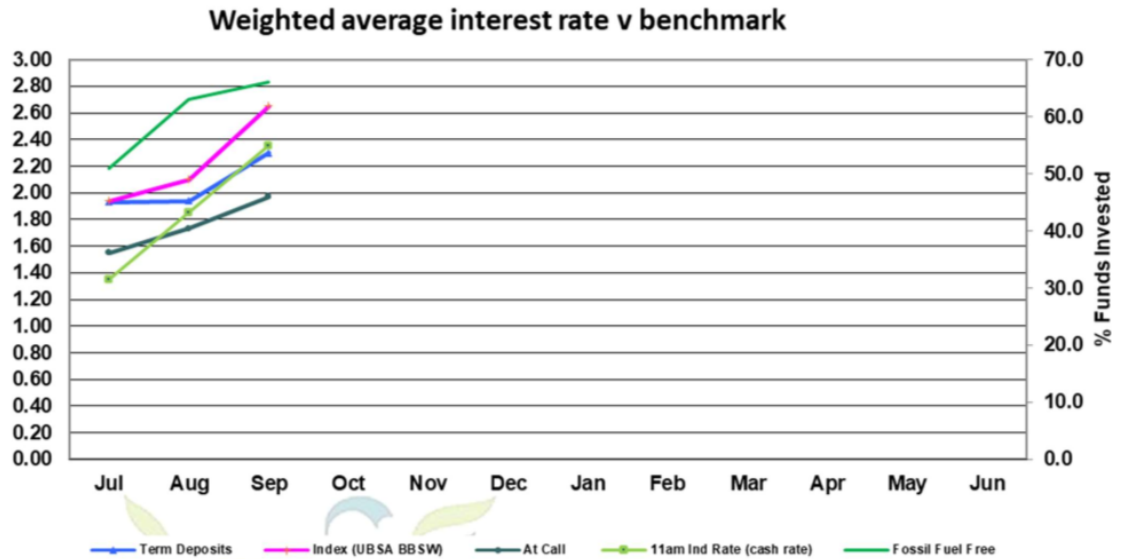
The graph below shows Council’s cash balance is within expectations. Every opportunity is taken to invest surplus cash to maximise investment returns.



Note: Cash and investments include term deposits with a maturity date exceeding 90 days which are classified as other financial assets in the Balance Sheet (\$13.90M).

Financial Report 3 months ended 30 September 2022

The graph below shows Council’s interest performance against the market as well as showing the percentage of investments that were placed with financial institutions and authorised deposit-taking institutions which do not have a record of funding fossil fuels. As at 30 September 2022, 66% of all invested funds were placed with financial institutions and ADIs which do not have a record of funding fossil fuels (30 September 2021 52%).

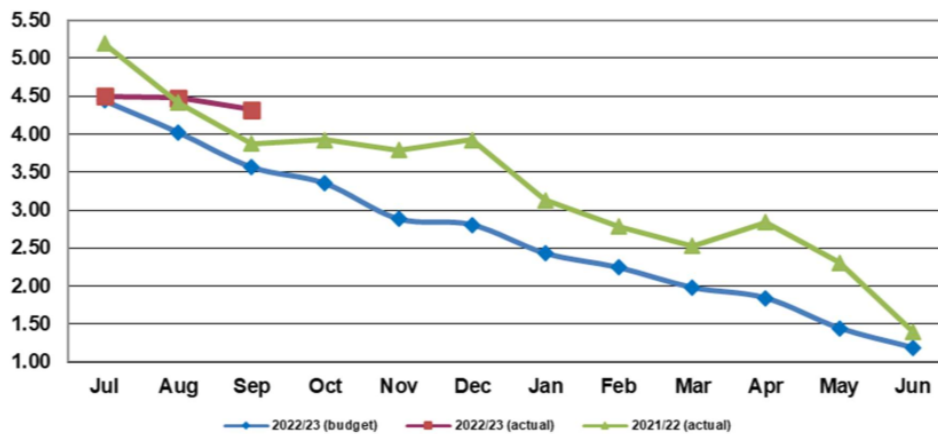


Working capital

The chart below shows projections of the movement in Council’s working capital over the course of the 2022/23 financial year. The chart portrays:

- Budgeted 2022/23 working capital
- Actual 2022/23 working capital
- Actual 2021/22 working capital

Working capital (current assets/current liabilities)



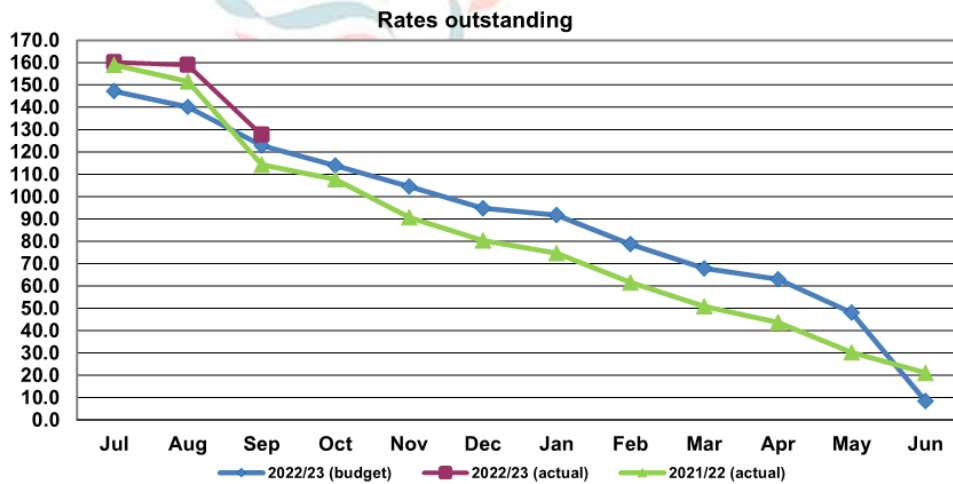
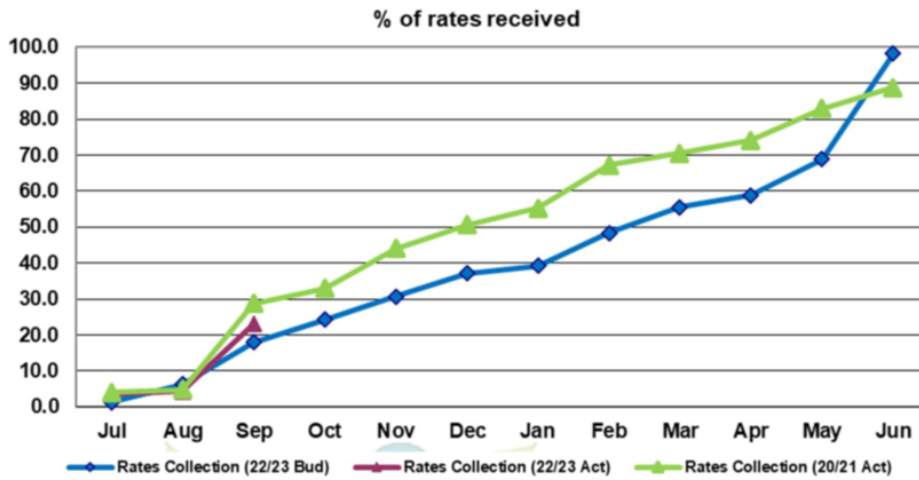
As at 30 September 2022, \$140,668 million was raised in general rates and charges including supplementary valuations generated by changes to council’s property base. At 30 September 2022, 23.1%

Financial Report 3 months ended 30 September 2022

of the rates raised have been collected compared to the same period of the 2021-22 financial year of 28.8%.

Rates debtors

The following graphs show that current collection trends are closely following the 2021-22 collection trend and the budgeted collection trend:



Financial Report
3 months ended 30 September 2022

APPENDIX A

Comprehensive Income Statement
Balance Sheet
Statement of Cash Flows
Statement of Capital Works



Financial Report

3 months ended 30 September 2022

DAREBIN CITY COUNCIL

Comprehensive Income Statement

For the 3 months ended 30 September 2022

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000
Income				
Rates and charges	144,638	140,668	(3,970)	146,676
Statutory fees and fines	2,599	2,141	(458)	10,440
User fees	3,179	2,562	(617)	14,707
Grants - operating	4,260	3,569	(691)	17,107
Grants - capital	329	269	(60)	1,322
Contributions - monetary	1,527	1,738	211	6,131
Net gain (loss) on disposal of property, infrastructure, plant and equipment	157	216	59	631
Other income	831	517	(314)	1,398
Total income	157,520	151,680	(5,840)	198,412
Expenses				
Employee costs	23,531	23,327	204	98,348
Materials and services	15,965	13,893	2,072	57,766
Depreciation	6,000	6,234	(234)	24,097
Amortisation - intangible assets	110	128	(18)	443
Amortisation - right of use assets	3	0	3	13
Bad and doubtful debts	244	401	(157)	975
Borrowing costs	52	84	(32)	207
Finance Costs - leases	0	0	0	2
Other expenses	1,976	2,354	(378)	8,299
Total expenses	47,881	46,421	1,460	190,150
Surplus for the year	109,639	105,259	(4,380)	8,262
Less				
Grants - capital (non-recurrent)	251	(269)	(520)	(743)
Adjusted underlying surplus/ (deficit)	109,890	104,990	(4,900)	7,519

Financial Report

3 months ended 30 September 2022

DAREBIN CITY COUNCIL

Balance Sheet

As at 30 September 2022

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Audited 2022 \$'000
Current assets					
Cash and cash equivalents	22,133	33,444	11,311	34,879	44,808
Trade and other receivables	134,343	128,446	(5,897)	15,267	23,520
Other financial assets	0	13,900	13,900	0	13,900
Inventories	58	102	44	58	101
Other assets	3,430	842	(2,588)	2,026	2,701
Total current assets	159,964	176,734	16,770	52,230	85,030
Non-current assets					
Trade and other receivables	3,018	2,640	(378)	3,160	3,351
Other financial assets	0	6	6	0	6
Property, infrastructure, plant & equipment	1,493,193	1,636,791	143,598	1,524,593	1,633,197
Right-of-use assets	103	80	(23)	90	80
Investment property	2,714	2,643	(71)	2,714	2,643
Intangible assets	406	1,227	821	74	1,356
Total non-current assets	1,499,434	1,643,387	143,953	1,530,631	1,640,633
Total assets	1,659,398	1,820,121	160,723	1,582,861	1,725,663
Current liabilities					
Trade and other payables	11,477	6,872	4,605	10,481	30,386
Trust funds and deposits	8,097	9,892	(1,795)	5,123	5,938
Unearned Income	0	1,633	(1,633)	0	2,615
Provisions	23,889	20,786	3,103	23,589	20,840
Interest bearing loans and borrowings	1,942	1,653	289	4,572	820
Lease liability	0	32	(32)	84	52
Total current liabilities	45,405	40,868	4,537	43,849	60,651
Trade and other payables	0	0	0	0	0
Provisions	1,981	1,846	135	1,981	1,846
Interest bearing loans and borrowings	17,856	18,145	(289)	43,200	9,180
Lease liability	84	52	32	0	32
Total non-current liabilities	19,921	20,043	(122)	45,181	11,058
Total liabilities	65,326	60,911	4,415	89,030	71,709
Net assets	1,594,072	1,759,210	165,138	1,493,831	1,653,954
Equity					
Accumulated surplus	665,841	678,334	12,493	567,390	573,076
Asset revaluation reserve	898,505	1,055,673	157,168	898,505	1,055,675
Other reserves	29,726	25,203	(4,523)	27,936	25,203
Total equity	1,594,072	1,759,210	165,138	1,493,831	1,653,954

Financial Report

3 months ended 30 September 2022

DAREBIN CITY COUNCIL

Statement of Cash Flow

For the 3 months ended 30 September 2022

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000
Cash flows from operating activities				
Rates	26,298	33,747	7,449	148,146
Statutory fees and fines	2,600	2,002	(598)	11,539
User fees & charges (inclusive of GST)	4,239	2,869	(1,370)	16,255
Government receipts	4,260	3,695	(564)	18,588
Contributions - Monetary	1,365	1,738	373	6,131
Other income	650	286	(364)	1,560
Employee costs	(24,014)	(23,653)	362	(100,726)
Materials and services (inclusive of GST)	(27,436)	(23,145)	4,289	(76,901)
Net FSPL refund / payment	2,940	3,813	873	0
	(9,098)	1,352	10,450	24,592
Interest	(303)	144	448	598
Trust funds and deposits	0	(655)	(655)	0
Net GST refund / payment	3,591	4,787	1,196	2,941
Net cash provided by operating activities	(5,810)	5,629	11,438	28,131
Cash flows from investing activities				
Proceeds from sale of property, plant & equipment	223	264	40	930
Payment for property, infrastr, plant & equipment	(16,509)	(27,016)	(10,506)	(66,227)
Repayment of loans and advances	0	0	0	0
Proceeds from sale of other financial assets	0	0	0	0
Net cash used in investing activities	(16,287)	(26,752)	(10,466)	(65,297)
Cash flows from financing activities				
Finance costs	(52)	(38)	14	(207)
Proceeds of interest bearing loans and borrowings	10,000	10,000	0	39,000
Repayment of borrowings	0	(202)	0	(1,229)
Repayment of lease liabilities	(202)	(0)	202	(2)
Net cash used in financing activities	9,746	9,759	215	37,562
Net increase / (decrease) in cash & cash equivalents	(12,350)	(11,364)	986	396
Cash & cash equivalents at the beginning of the year	34,483	58,708	24,225	34,483
Cash & cash equivalents at the end of the period	22,133	47,344	25,211	34,879

Note: Cash and cash equivalents at the beginning of the year includes term deposits with a maturity date exceeding 90 days which are classified as other financial assets in the Balance Sheet (\$13.90M).

Financial Report
3 months ended 30 September 2022

DAREBIN CITY COUNCIL

Statement of Cash Flow

For the 3 months ended 30 September 2022

Reconciliation of cash flows from operating activities to surplus

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000
Surplus for the year	108,504	105,259	(3,245)	8,262
Items not involving cash or non operating in nature				
Depreciation and amortisation	6,110	6,362	252	24,553
Interest expense	52	84	32	209
Bad & doubtful debts	244	401	157	975
	<u>114,753</u>	<u>111,890</u>	<u>(2,863)</u>	<u>33,368</u>
Change in operating assets and liabilities				
Decrease / (Increase) in trade and other debtors	✔ (117,576)	(106,921)	10,655	(2,361)
Decrease / (Increase) in other operating assets	✔ 1,058	3,330	2,272	18
(Decrease) / Increase in Trade creditors	✔ (5,613)	(4,861)	752	(2,810)
(Decrease) / Increase in other operating liabilities	✔ 1,268	2,246	978	(84)
(Decrease) / Increase in provisions	✔ 300	(55)	(355)	0
	<u>(120,563)</u>	<u>(106,260)</u>	<u>14,303</u>	<u>(5,237)</u>
Net cash provided by operating activities	<u>(5,810)</u>	<u>5,629</u>	<u>11,439</u>	<u>28,131</u>



Financial Report

3 months ended 30 September 2022

DAREBIN CITY COUNCIL

Statement of Capital Works

For the 3 months ended 30 September 2022

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000
Capital works				
Property				
Land	375	0	375	1,500
Buildings	11,289	8,006	3,283	45,155
Total property	11,664	8,006	3,658	46,655
Plant & equipment				
Plant, machinery & equipment	675	3	672	2,880
Computers & telecommunications	525	255	270	2,100
Library books	200	157	43	800
Total plant & equipment	1,400	415	985	5,780
Infrastructure				
Roads	1,105	212	893	4,418
Bridges	192	16	176	767
Footpaths & cycleways	325	41	284	1,300
Drainage	450	34	416	1,800
Land Improvements	385	869	(484)	1,540
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Total infrastructure	3,443	1,411	2,032	13,792
Total capital works	16,507	9,832	6,675	66,227
Represented by:				
Asset renewal	7,454	4,441	3,013	29,904
New assets	843	502	341	3,384
Asset expansion	4,654	2,772	1,882	18,672
Asset upgrade	3,556	2,118	1,438	14,267
Total capital works	16,507	9,832	6,675	66,227

B I N

9.4 REVIEW OF THE PLACE AND ROAD NAMING POLICY

Author: Team Leader Council Property
Manager Property & Asset Strategy

Reviewed By: Manager Property & Asset Strategy

EXECUTIVE SUMMARY

Darebin City Council, as a Naming Authority under the *Geographic Place Names Act 1998* (the Act), is the naming authority for all geographic place names in the municipal district, with the exception of geographic places of regional, state and national significance.

The Road and Place Naming Policy 2014 requires review to ensure it reflects the Council Vision, Council Plan and the relevant Council policies and strategies, and aligns with the Naming rules for places in Victoria, Statutory requirements for naming roads, features and locations – 2022 (the Naming Rules). The Naming Rules 2022 were released in May 2022.

This report provides the draft Place and Road Naming Policy for consideration for Council endorsement to proceed to community consultation, before presenting the policy to Council for adoption.

A copy of the draft Place and Road Naming Policy is attached at **Appendix A**. A copy of the current Road and Place Naming Policy 2014 is attached at **Appendix B**.

Officer Recommendation

That Council:

- (1) Notes the recent changes to the Naming Rules for Places in Victoria.
- (2) Endorses the draft Place and Road Naming Policy (**Appendix A**) to proceed to community consultation.
- (3) Endorses the referral of naming opportunities for consideration in the development of the 2023/24 and 2024/25 Council Plan Action Plans.
- (4) Notes that a further report will be provided to the Council meeting on 27 March 2023 on the outcomes of community consultation and the draft Place and Road Naming Policy for adoption.

BACKGROUND / KEY INFORMATION

Darebin City Council is the custodian of an extensive range of property assets including parks, roads, buildings and other infrastructure that, in many cases are named in memory of significant individuals, families, associations, inhabitants, historical objects or events.

Darebin City Council, as a Naming Authority under the *Geographic Place Names Act 1998* (the Act), is required to resolve on all geographic place names in the municipal district, with the exception of geographic places of regional, state and national significance. A place is defined by the Act as, “*any place or building that is, or is likely to be, of public or historical interest and includes, but is not restricted to –*

- (a) *The township, area, park garden, reserve of land, suburb and locality;*
- (b) *Topographical feature, including undersea feature;*

- (c) *Street, road, transportation station, government school, government hospital and government nursing home”*

Darebin’s Road and Place Naming Policy was endorsed by Council in June 2014. Since that time there have been updates to the legislation and the Naming Rules (formerly referred to as Guidelines) which govern the policy. These updates coupled with the emergence of particular Naming Priorities that embody Darebin’s identity and heritage whilst respecting cultural and ethnic diversity, provided an opportune time for the policy review.

When assessing proposals for naming places and roads, a clear policy position is essential to provide officers direction to support Darebin’s initiatives to promote Wurundjeri language, gender equity, inclusion, social justice, community leadership and migrant and cultural diversity. It is important that the Darebin community understands the naming process and participates in it. This policy review and update provides the opportunity for Council to better align this policy to Council’s current policies and strategies. It also incorporates the revised processes and principles contained in the Naming Rules. Proposals which do not comply with the Principles in the Naming Rules will not be accepted by the Registrar of Geographic Names.

When considering naming requests, Council is required to abide by the principles and processes in the Naming Rules and notify all new or altered names to the Registrar of Geographic Names (the Registrar) for endorsement, gazettal and inclusion in the Register of Geographic Names (VICNAMES) for official mapping and other purposes. The Registrar has the authority under the Act, to reject any proposal if it does not satisfy the Naming Rules.

Previous Council Resolution

At its meeting held on 23 June 2014, Council resolved:

‘That Council:

- (1) Note the outcomes of the Road and Place Naming policy review.*
- (2) Adopt the City of Darebin Road and Place Naming Policy - June 2014 as attached at Appendix A to this report.’*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 1: Vibrant, Respectful and Connected

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 1: Vibrant, Respectful and Connected

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

1.1 We will develop partnerships with organisations from across our city, to value and include Aboriginal and Torres Strait Islander peoples and people from multicultural and diverse backgrounds

1.2 We will help to build an inclusive and empowered community, where social cohesion and community harmony are fostered

1.3 We will embrace diversity and ensure everyone is included in our society, and no one is left behind – by combating discrimination, and championing equity, inclusivity and diversity

DISCUSSION

Naming of roads and places plays a significant role in orientation, communication, vocabulary, and spiritual values within the community. As well as providing records of historical and cultural value, it ensures the capacity to unambiguously identify and locate geographical entities and places, which is essential for the delivery of infrastructure and public administration services, for example, emergency response, postal and freight delivery.

Council's Place and Road Naming Policy has been reviewed to ensure it complies with:

- The Naming Rules established by the State Government
- 2021-2025 Council Plan
- 2041 Darebin Community Vision

The revised policy also furthers Council's policy objectives in a range of areas. These include:

- Towards Equality – Darebin's Equity, Inclusion and Human Rights Framework 2019-2029;
- Breathing Space – The Darebin Open Space Strategy 2019-2029;
- Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander People 2019;
- Gender Equity and Preventing Violence Against Women Action Plan 2019-2023;
- Darebin's Equity, Inclusion and Human rights Framework; and
- the Welcoming Cities Standard.

The Naming Rules place significant emphasis on the use of Traditional Owner language names, and names that promote gender equality.

This is reflected in the revised policy, and in particular, in the Naming Priorities in the policy.

Consideration has been given to consultation with the Traditional Owners when collaborating with them for a naming proposal, and a flowchart to assist in this process has been included at Appendix C of the draft policy.

Summary of key provisions of the draft policy

The most significant revisions in the draft policy are:

- a) Revising the nomenclature in the policy to accord with the naming rules, for example "naming" includes renaming;
- b) Updating the summary of the Principles in the Naming Rules to reflect the 2022 Naming Rules;
- c) Setting Council's Naming Priorities which are shown in the Naming Priorities table below, which is included in the policy.

In summary, the priorities are:

Primary Priority:

- Names reflecting Wurundjeri Language, Names and First Nations heritage, in consultation with the Wurundjeri Woi-wurrung Heritage Corporation to address the lack of recognition of Aboriginal and Torres Strait Islander people as First Peoples of Australia and demonstrate Council's support of its objectives in Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander People 2019;

Secondary Priority:

- Names reflecting our migrant and culturally diverse communities and their cultural heritage recognise migration history and rich contribution of multicultural and multifaith communities to community life.

Priority:

- Names of significant women to address the lack of recognition of women and demonstrate Council's commitment to gender equity. Where naming proposals are in respect of individuals, at least 75% of all those naming proposals will be for significant women with consideration of intersectionality with other Naming Priorities.
- Names associated with diversity, equity, social justice or community leadership within our community (People with a Disability, LGBTQIA+ OR leader for diversity, equity, social justice or disadvantage) to reflect Council's strong commitment to diversity, equity and social justice.

Other Priorities:

- Names reflecting the settlement and heritage of the Darebin community, for example ANZAC commemorative names, the cultural history of Darebin, and historical land use.
- Unofficial names where a name is in common usage within the community but has not been registered with GEO Names and where Council considers that the name should become official.

NAMING PRIORITIES				
	Names reflecting Wurundjeri Language, Names and First Nations heritage, in consultation with the Wurundjeri Woiwurrung Heritage Corporation	Names reflecting our migrant and culturally diverse communities and their cultural heritage	Names associated with diversity, equity, social justice or community leadership within our community	Other Priorities
	<i>Where naming in respect of individuals, at least 75% will be for significant women with consideration to intersectionality with other Naming Priorities</i>			
Major Roads & Bridges	Equal Priority	Equal Priority		
Secondary & Subdivisional Roads		Equal Priority	Equal Priority	Equal Priority (allowing for themes) eg historical and cultural heritage
Laneways		Equal Priority	Equal Priority	
Buildings/ Pavilions/ Pedestrian Bridges	Equal Priority	Equal Priority	Equal OR Priority for intersectionality	
Open Space	As per Breathing Space Strategy	As per Breathing Space Strategy	As per Breathing Space Strategy	

- d) Referencing the quotas for the naming of new open spaces outlined in Breathing Space – The Darebin Open Space Strategy 2019-2029 - Traditional Owner language names (50%), the CALD community (25%) and significant women – naming and renaming where appropriate (80%);
- e) An expansion of section 9: Recognition and use of Aboriginal languages in naming, to reflect the 2022 Naming Rules, and Council policy;
- f) Clarifying the process for the naming of roads in new plans of subdivision and noting that Property Services will consult with developers to ensure that the Naming Rules and the priorities in the policy are complied with in naming these roads;
- g) Provision that Council may undertake community engagement to establish a bank of names for future naming projects that align with Council's Naming Priorities and Naming Themes;
- h) Alignment with the United Nations Group of Experts on Geographic Names (UNGEGN) resolutions, as applicable, which is a new inclusion to the naming rules;
- i) Recognising the United Nations Sustainable Development Goals through place naming which is also a new inclusion to the Naming Rules;
- j) Recognising and supporting the applicable goals in the Victorian Aboriginal Affairs Framework 2018-2023.

Current naming opportunities planned or in progress for 2022/23

The following naming opportunities are underway or planned for 2022/23:

2022/23

- Narrandjeri Show Court (Patricia Ockwell) – Names from Woi-wurrung language / people & women (underway)
- Wat-Ganbo Park – former Ruthven Primary School – Names from Woi-Wurrung language / people (final stages of approval)
- Kalamata Place - Name associated with CALD/migrant communities (final stages of approval)
- Playspace at Edwardes Lake - Name associated with CALD/migrant communities
- Batman Park - Names from Woi-wurrung language / people (prior Council resolution)
- Intercultural Centre - Name associated with CALD/migrant communities
- Gronn St Bridge, Bundoora Park - Name from Woi-wurrung language or associated with CALD/migrant communities

Future naming opportunities for incorporation into the Council Plan Action Plan

The following naming opportunities for places, buildings and Ward names have been identified and will be referred for consideration in future Council Plan Action Plans, to set direction for implementation of future naming / renaming priorities for Council to stimulate change that Council is seeking to ensure naming reflects the diversity of the Darebin community:

2023/24

- NARC – Name associated with CALD/migrant communities (explore intersectionality)
- New Open Space (Northcote Golf Course) – Names from Woi-wurrung language / people
- Bill Lawry Pavilion (open space to remain Bill Lawry) – Naming after a significant woman with intersectionality if possible
- Kendal-Harding Bridge - Names from Woi-wurrung language (in consultation with Merri-bek Council)
- Ward Names – Names from Woi-wurrung language (prior Council resolution)

2024/25

- Darebin International Sporting Complex - Name associated with CALD/migrant communities (intersectionality)
- KP Hardiman Reserve – Pavilion - Names from Woi-wurrung language / people (intersectionality)
- John Hall Reserve – Pavilion - Names associated with diversity, equity, social justice or community leadership within our community
- JC Donath Reserve - East Pavilion - Names from Woi-wurrung language / people (intersectionality)
- 241 High Street Walkway - Name associated with CALD/migrant communities
- RLC post redevelopment - Name associated with CALD/migrant communities (explore intersectionality)
- Libraries – Intersectionality of naming to be explored across naming priorities

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

The policy has been developed within the framework of projected resource and budgetary targets.

Funding for future naming proposals will be managed within annual budget allocations for the relevant Council Business Unit.

Should Council resolve to establish naming priorities for proactive naming / renaming, this will require additional budget allocation through the mid-year budget review or development of the 2023/24 budget.

Community Engagement

A Community Engagement Plan has been developed in line with Council's policy to inform the broader community of this policy, to seek support for Council's Naming Themes and Naming Priorities.

The bulk of the policy is dictated by the statutory process in the Naming Rules which must be complied with. This will be made clear in the community consultation.

Community engagement will include:

- An online survey via Your Say Darebin project page including frequently asked questions, directions to contact Council Property and Business Improvement via telephone or email with queries or to request a hard copy survey
- 2 – 3 Social media posts (Facebook, Instagram, LinkedIn Twitter)
- Staff 2 Staff newsletter
- e-newsletters (What's on for Families, Sustainable Darebin, Your Darebin, Disability Access and Inclusion, Older and Active, EPCC, E-Business News)
- Printed material i.e. brochure or postcard (will include translated paragraphs for CALD communities)
- Targeted engagement with community groups
- Targeted engagement with Council's Community Advisory Committees (i.e. Darebin Welcoming Cities Community Reference Group, Darebin Aboriginal Advisory Committee, Gender Equity Advisory Committee, Darebin Disability Advisory Committee, Sexuality, Sex and Gender Diversity Advisory Committee,)

Other Principles for consideration

Overarching Governance Principles and Supporting Principles

- (a) Council decisions are to be made and actions taken in accordance with the relevant law;
- (b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- (i) the transparency of Council decisions, actions and information is to be ensured.

Public Transparency Principles

- (a) Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of this Act or any other Act;
- (c) Council information must be understandable and accessible to members of the municipal community;
- (d) Public awareness of the availability of Council information must be facilitated
- (b) strategic planning must address the Community Vision;

Service Performance Principles

- (a) services should be provided in an equitable manner and be responsive to the diverse needs of the municipal community;

COUNCIL POLICY CONSIDERATIONS**Environmental Sustainability Considerations (including Climate Emergency)**

There are no apparent environmental sustainability considerations associated with this matter.

Equity, Inclusion, Wellbeing and Human Rights Considerations

An Equity Impact Assessment was undertaken and approved on 4 August 2022. This policy is designed to ensure that these considerations will be taken into account when naming proposals are put forward and evaluated.

Economic Development and Cultural Considerations

There are no apparent economic development considerations associated with this matter.

Cultural considerations have been considered in alignment with:

- Changes to the Naming Rules for Places in Victoria: Statutory requirements for naming roads, features and localities 2022;
- Council's Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander people; and the
- Towards Equality Framework.

Operational Impacts

There are no apparent operational impacts associated with this matter.

Legal and Risk Implications

The policy aligns with the Naming Rules and the Local Government Act 2022. There are no legal or risk implications within the policy itself.

IMPLEMENTATION ACTIONS

Subject to Councillor feedback and endorsement we will proceed to community consultation in September, noting this will need to be added to Council meeting agenda.

Timeline

November	28 November 2022 – Council Meeting – endorsement to proceed to consultation
January	30 January 2023 - 27 February 2023 - Community Consultation period (30 days)
March	27 March 2023 – Report back to Council on Community Consultation
April	24 April 2023 – Council Meeting – Adoption of the Policy

RELATED DOCUMENTS

- Place and Road Naming Policy 2014
- Geographic Place Names Act 1998
- Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities – 2022
- AS/NZs4819:2011 Rural and urban addressing
- Victorian Aboriginal Affairs Framework 2018-2023
- Aboriginal Heritage Act 2006
- Aboriginal Heritage Regulations 2007
- Equal Opportunity Act 2010
- Local Government Act 2020
- Road Management Act 2004
- Subdivision (Procedures) Regulations 2011
- Survey Co-ordination Act 1958
- Victorian Charter of Human Rights and Responsibilities Act 2006
- United Nations Group of Experts on Geographic Names (UNGEGN) Resolutions (see 1.3.1 of the Naming Rules for the applicable resolutions)
- United Nations Sustainable Development Goals (SDGs)
- City of Darebin Council Plan 2021-2025
- Towards Equality – Darebin’s Equity, Inclusion and Human Rights Framework 2019-2029;
- Breathing Space – The Darebin Open Space Strategy 2019-2029; and
- Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander people 2019
- Gender Equity and Preventing Violence Against Women Action Plan 2019-2023
- The Welcoming Cities Standard

Attachments

- Draft Place and Road Naming Policy 2022 (**Appendix A**)
- Road and Place Naming Policy June 2014 (**Appendix B**)

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.



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Place and Road Naming Policy

July 2022

Document Control

Document Name	Place and Road Naming Policy
Document Objective ID	
Responsible Officer	Manager Property and Asset Strategy
Department	Property & Asset Strategy
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Contents

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS AND ABORIGINAL AND TORRES STRAIT ISLANDER COMMUNITIES IN DAREBIN	1
1. PURPOSE.....	2
2. BACKGROUND.....	2
3. SCOPE	2
4. DEFINITIONS.....	3
5. LEGISLATION, REGULATIONS AND POLICIES	3
6. POLICY	4
7. PRINCIPLES OF THE NAMING RULES	5
8. COUNCIL'S POLICY OBJECTIVES	6
8.1 CITY OF DAREBIN COUNCIL PLAN.....	7
8.2 TOWARDS EQUALITY – DAREBIN'S EQUITY, INCLUSION AND HUMAN RIGHTS FRAMEWORK.....	7
8.3 STATEMENT OF COMMITMENT TO TRADITIONAL OWNERS AND ABORIGINAL AND TORRES STRAIT ISLANDER PEOPLE 2019.....	7
8.4 GENDER EQUITY AND PREVENTING VIOLENCE AGAINST WOMEN ACTION PLAN.....	7
8.5 THE WELCOMING CITIES STANDARD	8
8.6 BREATHING SPACE – THE DAREBIN OPEN SPACE STRATEGY.....	8
9. COUNCIL'S PLACE AND ROAD NAMING PRIORITIES	8
10. RECOGNITION AND USE OF ABORIGINAL LANGUAGES IN NAMING	10
11. PROCESS FOR NAMING A PLACE	10
12. PROACTIVE PLACE NAMING PROPOSALS.....	12
12.1 COUNCIL BOTH PROPOSES THE NAME AND THE PLACE	12
12.2 COUNCIL PROPOSES THE NAME AND SEEKS SUGGESTION ON THE PLACE	12
12.3 COUNCIL SEEKS NAME FOR A ROAD, FEATURE OR LOCALITY	12
12.4 COUNCIL SEEKS SUGGESTIONS FIRST ON THE NAME, THEN ON THE PLACE	13
13. DEVELOPING AN ABORIGINAL LANGUAGE NAMING PROPOSAL	13
14. ADDITIONAL CONSIDERATIONS	13
15. ROADS	13
15.1 NAMING ROADS IN NEW RESIDENTIAL OR COMMERCIAL SUBDIVISIONS	13
15.2 UNNAMED RIGHT OF WAY AS A STREET ADDRESS.....	14
15.3 NAMING PRIVATE ROADS	14
16. FEATURES.....	15
17. LOCALITY.....	15
18. DELEGATION OF AUTHORITY	15
19. RELATED DOCUMENTS	16
APPENDIX A – REQUEST TO NAME OR RE-NAME A ROAD OR PLACE WITHIN THE CITY OF DAREBIN (ONLINE FORM)17	
APPENDIX B – NAMING FLOWCHART	19
APPENDIX C – TRADITIONAL OWNER LANGUAGE NAMING FLOWCHART	20

Acknowledgement of Traditional Owners and Aboriginal and Torres Strait Islander Communities in Darebin

Darebin City Council acknowledges the Wurundjeri Woi-Wurrung people as the Traditional Owners and custodians of the land and waters we now call Darebin and pays respect to their Elders, past, present and emerging.

Council also pays respect to all other Aboriginal and Torres Strait Islander communities in Darebin.

Council recognises and pays tribute to the diverse culture, resilience and heritage of Aboriginal and Torres Strait Islander people.

We acknowledge the leadership of Aboriginal and Torres Strait communities and the right to self-determination in the spirit of mutual understanding and respect.

1. Purpose

This Place and Road Naming Policy is to guide Council in exercising its powers as a naming authority under the Geographic Place Names Act 1998 (the Act) to name or rename roads, features and localities within the City of Darebin in accordance with the Naming Rules for Places in Victoria: Statutory requirements for naming roads, features and localities 2022 (the Naming Rules)

The purpose of this policy is to ensure that:

- (a) Council acts according to the Naming Rules when receiving requests to name or rename publicly owned roads, features or localities within the City of Darebin; and
- (b) Submitters of place name requests are aware of the process and principles by which Council will investigate and determine their applications.

2. Background

Under the Act, Council is a naming authority, and as such, is responsible for naming public geographic features, localities and public roads in the municipal district.

When considering naming requests, Council is required to comply with the principles and processes outlined in the Naming Rules and make application for the registration of all new or altered names to the Registrar of Geographic Names (the Registrar). If approved, the Registrar of Geographic Names will arrange for gazettal of the name and its inclusion in the Register of Geographic Names (VICNAMES) for official mapping and other purposes. The Registrar has the authority under the Act, to reject any proposal, if it does not satisfy the Naming Rules.

The Act defines place as "any geographic place or building that is, or is likely to be, of public or historical interest and includes, but is not restricted to:

- (a) township, area, park, garden, reserve of land, suburb and locality;
- (b) topographical feature, including undersea feature;
- (c) street, road, transport station, government school, government hospital and government nursing home;

The Naming Rules reference several of the resolutions of the United Nations Group of Experts on Geographic Names, the United Nations Sustainable Development Goals and the Victorian Aboriginal Affairs Framework.

When making application for registration of a name, Council should include details of how the proposed name complies with these resolutions, goals and the Victorian Aboriginal Affairs Framework, as applicable.

3. Scope

This policy applies to all requests to name or rename publicly owned roads, features or localities in the City of Darebin for which Council is the naming authority as detailed in the Naming Rules. Victorian Government authorities such as VicRoads, Parks Victoria and the Department of Education are determined to be the naming authority for public features or roads that they own or maintain.

Those places of wider than local affiliation, and therefore of regional, state and national significance, will be handled centrally by a State place naming advisory committee who will seek the input from affected communities and Council.

Council facilities (such as buildings and playgrounds) are subject to the Naming Rules.

Even though the principles and values are shared between this policy and Council's Monuments and Memorials Policy, they both will operate independently.

4. Definitions

the Act Naming Rules	<i>Geographic Place Names Act 1998</i> The abbreviated name for <i>Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities – 2022</i> . This document is known as 'Guidelines' under the <i>Geographic Place Names Act 1998</i> .
Principles	Principles within the Naming Rules to which naming proposals must comply.
Naming Authorities	Councils, government departments or authorities and private organisations are considered to be naming authorities when they are responsible for a particular feature or road within their jurisdiction. This may apply even when they may not be the owners and/or responsible for the maintenance of the feature or road e.g. Crown Land Committees of Management or leased/licensed facilities with maintenance obligations. Traditional Owner Groups may also progress and manage the naming process in some circumstances.
GNV Geographic place Features	Geographic Names Victoria Defined by law to cover features, localities and roads. Including mountains, watercourses, buildings, structures, parks and reserves.
Locality	Where there are officially recognised boundaries including suburbs, towns, cities and regions.
Road	Including laneways, bridges, streets, highways, fire tracks, bike path, and walking tracks.
Geographic name Immediate community	The name registered in VICNAMES as the name for that place. Broadly includes people who live and work within the area and owners of properties or businesses; in particular, residents, ratepayers and businesses within the immediate area directly affected by the proposal.
Extended community	Includes residents, ratepayers and businesses surrounding the area directly affected by the proposal; in particular, any visitor groups to the area such as shoppers, tourists, recreational or dining visitors; government (neighbouring councils) or non-government organisations with an interest in or who service the area.
Petition	A petition is a request signed by people seeking to change a name, submitting a naming proposal or appealing a naming authority's decision. The printed name and property address for each signatory must be included.
RAPs – Registered Aboriginal Parties	Registered Aboriginal Parties (RAPs) are organisations that represent the Traditional Owners and hold decision-making responsibilities under the <i>Aboriginal Heritage Act 2006</i> for the protection, management and preservation of Aboriginal cultural heritage in a specified geographical area.
Registrar	Registrar of Geographic Names Victoria appointed under section 7 of the Act.
Traditional Owners	The primary guardians, keepers and knowledge holders of Aboriginal cultural heritage, including language. Under the <i>Aboriginal Heritage Act 2006</i> , Traditional Owners may be appointed as Registered Aboriginal Parties (RAPs).

5. Legislation, Regulations and Policies

Primarily the naming of geographic places is governed by the following legislation:

- *Geographic Place Names Act 1998*
- *Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities – 2022*

Other legislation, regulations and policies relevant to geographic place and road naming are:

- AS/NZs4819:2011 Rural and urban addressing
- *Aboriginal Heritage Act 2006*
- *Aboriginal Heritage Regulations 2007*
- Victorian Aboriginal Affairs Framework 2018-2023
- Darebin's Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander People 2019
- *Equal Opportunity Act 2010*
- *Local Government Act 2020*
- *Road Management Act 2004*
- *Subdivision (Procedures) Regulations 2011*
- *Survey Co-ordination Act 1958*
- Gender Equity and Preventing Violence Against Women Action Plan 2019-2023
- Darebin's Towards Equality Framework
- The Welcoming Cities Standard
- *Victorian Charter of Human Rights and Responsibilities Act 2006*
- United Nations Group of Experts on Geographic Names (UNGEGN) Resolutions (see 1.3.1 of the Naming Rules for the applicable resolutions)
- United Nations Sustainable Development Goals (SDGs)

6. Policy

Council, as a naming authority under the Naming Rules, is responsible for geographic place names in the municipal district and is required to abide by the Naming Rules, which is set out as step-by-step guidelines and information on naming or changing boundaries of roads, features and localities in Victoria. The term "naming" as used in the Naming Rules refers to both a new name and renaming.

Place names are an important part of Darebin's cultural, historical and geographic environment. The naming of new places and the preservation of existing ones contributes to a sense of belonging and reflects the cultural values of communities both of today and of Darebin's rich past. Place names are therefore of major social importance. Council must bear the responsibility for taking care of the place name heritage and making sure that place naming is conducted in a way that preserves Darebin's cultural heritage whilst being true to its Council Plan 2021-2025 Vision of an equitable, vibrant and connected community.

This policy is to ensure that Council follows the Naming Rules when investigating and determining naming applications, so that there is transparency and consistency in its decision making and application of this policy.

Council will not promote the process of a competition for the purposes of undertaking naming of any road, feature or locality within the municipality, however Council may seek community engagement to obtain a bank of names for its consideration for future naming opportunities (Name Bank). A competition is where the public is invited to nominate a name for a road, feature or locality, and the accepted nominations are used in a voting poll to determine the preferred name.

This policy also acknowledges that Darebin City Council has a long-standing commitment to serve and respond to the diverse needs of its community. This is articulated in the Council Plan 2021-2025 which places a strong emphasis on equity, diversity and inclusion throughout all aspects of Council business as stated in Towards Equality - Darebin City Council's Equity, Inclusion and Human Rights Framework 2019-2029.

7. Principles of the Naming Rules

Council will abide by the Principles of the Naming Rules when assessing and determining all naming applications. A summary of the Principles in the Naming Rules are as follows:

A. Ensuring public safety - Geographic names and boundaries must not risk public and operational safety for emergency response; or, cause confusion for transport, communication and mail services. Many emergency services and other public services (such as mail) are determined by locality boundaries or road extents, and proposals must ensure that operations will not be adversely affected.

B. Recognising the public interest - To preserve our cultural heritage names should be enduring. When naming or adjusting the geographic boundary of a place, naming authorities must consider the long-term benefits and short-term effects on the wider community. Changes may affect current and future residents, emergency response zones and addresses, property owners, businesses and visitors.

A proposal will only be registered if the long-term benefits to the community can be shown to outweigh any private or corporate interests, or short-term effects.

C. Linking the name to place - Names should have a link to place to ensure the preservation of our cultural heritage. Naming authorities play an important role in recognising and promoting our cultural heritage, as do surveyors, developers and the general public in suggesting names.

Place names should be relevant to the local area with preference given to unofficial names used by the immediate community. If named after a person (refer to Principle I - Using commemorative names), that person should be held in strong regard by the community.

Names that link the name to the place could relate to Traditional Owner culture and occupation of the land (Refer to Principle E). Other examples include local flora and fauna, Australian war contributions (refer to ANZAC Commemorative naming project), past exploration and settlement, local geography and geology, significant events, the cultural diversity of past and current inhabitants, or patterns of land usage and industrial/mineral/agricultural production.

D. Ensuring names are not duplicated - To protect our communities proposed names must not duplicate another name within a locality or the distances listed below, irrespective of council boundaries. Duplicates are considered to be two (or more) names within close proximity, or names that are identical or have similar spelling or pronunciation. Examples of names that are similar and considered to be both duplicates and not duplicates are provided in APPENDIX B of the naming rules.

Duplication is not allowed within the same locality or for metropolitan urban areas, within a 5 kilometre radius (metropolitan Melbourne and Geelong, city centres and surrounding suburbs).

E. Recognition and use of Traditional Owner languages - Traditional Owner languages are often based on location; languages are deeply rooted to the land and offer an ideal opportunity to connect a name to a place. The use of Traditional Owner languages enables the wider community to be educated about Traditional Owner history and shared culture.

The use of Traditional Owner languages in the naming of roads, features and localities is encouraged, and is subject to agreement from the relevant Traditional Owner group(s).

F. Names must not discriminate or be offensive - Place names must not discriminate or cause offense. Refer to *the Equal Opportunity Act 2010* for further information on what constitutes discrimination.

G. Gender Equality - Gender equality in the naming of roads, features and localities is encouraged. When developing a naming proposal consideration should be given to gender equality.

Gender equality is when people of all genders have equal rights, responsibilities, and opportunities. Everyone is affected by gender inequality - women, men, trans and gender diverse people, children, and families. It impacts people of all ages and backgrounds.

- H. Dual names** - Dual names may only be assigned to geographic features. Dual names cannot be assigned to roads or localities.

Dual names with Traditional Owner place names are encouraged as a transitional step toward the adoption of the Traditional Owner name.

Australian states and territories use dual names as a way of recognising the names given to places by different enduring cultural and language groups.

In Victoria, the approach to giving simultaneous and joint recognition of Traditional Owners and non-Traditional Owner cultures through naming is to form a dual name with two distinct name parts, usually one part of non-Traditional Owner language origin and the other of Traditional Owner language origin.

- I. Using commemorative names** - Naming often commemorates an event, person or place. Examples include recognising Traditional Owners, cultural events or following a theme such as Australian war contributions (refer to the ANZAC Commemorative naming webpage).

The names of people who are still alive must be avoided because community attitudes and opinions can change over time.

Commemorative names of a deceased person should be applied no less than two years posthumously. If a naming authority wishes to name within two years it is required to seek an exemption.

When considering a commemorative name there are several other points that need to be considered. These are found in the Naming Rules.

- J. Using commercial and business names** - For similar reasons to those outlined in Principle (I) on the naming rules, Using Commemorative Names, naming authorities should not name places after commercial businesses; trade names; estate names (which are solely commercial in nature); or not-for-profit organisations.

- K. Language** - The use of names from Australian English, Aboriginal names and names from other languages need to be given careful consideration. See the Naming Rules for further points.

- L. Directional names to be avoided** - Cardinal directions (north, south, east and west) must be avoided. A proposed name that uses a cardinal direction to distinguish itself from another similar name is considered a duplicate name. In these instances, a different name must be chosen to allow for a clear distinction between two or more roads, features or localities.

- M. Assigning extent to a road, feature or locality** - When a proposal to name a road, feature or locality is being developed, the naming authority must clearly define the area and/or extent to which the name will apply.

As noted above these Principles are in summary form. For further explanation of the principles, to which any application will be assessed by, go to the Naming Rules.

8. Council's Policy Objectives

As Council is required to abide by the Principles of the Naming Rules it is also required to abide by its own policies and commitments.

Council has identified the opportunity to use place and road naming as a way of furthering its policy objectives in a range of areas. This will be guided by but not limited to:

- City of Darebin Council Plan 2021-2025
- Towards Equality – Darebin's Equity, Inclusion and Human Rights Framework 2019-2029;
- Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander People 2019;
- Gender Equity and Preventing Violence Against Women Action Plan 2019-2023:

- The Welcoming Cities Standard; and
- Breathing Space – The Darebin Open Space Strategy 2019-2029.

8.1 City of Darebin Council Plan

Darebin Council Plan 2021-2025 identifies the priorities of the community for the future and guides the decision making of Council. In particular, Strategic Direction 1: Vibrant, Respectful and Connected – gives clear direction on what is to be considered in naming via the following strategic objectives:

- We will help to build an inclusive and empowered community, where social cohesion and community harmony are fostered;
- We will embrace diversity and ensure everyone is included in our society, and no one is left behind - by combating discrimination, and championing equity, inclusivity and diversity;
- We will prioritise and respect the voices and aspirations of Traditional Owners and Aboriginal and Torres Strait Islander communities in Darebin.

8.2 Towards Equality – Darebin’s Equity, Inclusion and Human rights Framework

The goals of the Towards Equality Framework are operationalised and applied through the Equity Impact Assessment. This naming policy is a practical way of addressing inequality and promoting inclusion, social justice and human rights by increasing the recognition and visibility of people, cultures and history that have had no voice, e.g. Aboriginal culture and history.

The Equity Impact Assessment will be applied to any naming process to ensure, equity, inclusion, human rights and wellbeing values are being addressed.

8.3 Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander People 2019

The Statement of Commitment affirms Council's commitment to Wurundjeri Woi-wurrung Traditional Owners and Aboriginal and Torres Strait Islander communities of Darebin and strengthening the journey to reconciliation.

8.4 Gender Equity and Preventing Violence Against Women Action Plan

The Gender Equity and Preventing Violence Against Women Action Plan has several actions across two action areas that can be realised through this naming policy. The two action areas are, *Safe, inclusive and respectful communities* and *Women’s participation in community life*. Two of the key actions are:

- Embed gender equity principles into Council’s policies, practices, planning and service delivery; and
- Support initiatives that seek to promote gender equity with particular focus on groups of women who experience compounding forms of discrimination, including:
 - Aboriginal women
 - Women with disabilities
 - Women from migrant, refugee and asylum seeker backgrounds.
 - LGBTIQ+ women

In support of these principles and initiatives, Darebin will name at least 75% of all new naming requests for places, features and public roads after significant women.

8.5 The Welcoming Cities Standard

Council is committed to achieving the Welcoming Cities Standard and is working toward the principles and criteria across the six categories of the Standard. Areas of alignment to this policy include:

- Welcoming Cities recognise the importance of cultural diversity and inclusion and seek to advance and institutionalise that work through collaboration across council, the local community and other government agencies.
- Welcoming Cities facilitate relationships between migrant and receiving communities that address racism and promote social cohesion.
- Welcoming Cities value public spaces and facilities that enhance liveability, social cohesion and inclusion of all residents.

8.6 Breathing Space – The Darebin Open Space Strategy

One of the key directions in Darebin's Open Space Strategy is to meet the community's open space needs. There are three specific actions under this direction that relate to this naming policy. They are:

- A2.1 Naming at least 50% of new public open spaces, bridges, waterways and wetlands, and including infrastructure in those open spaces such as sporting grounds, pavilions, show courts, walking trails and roads for significant Aboriginal and Torres Strait Islander people, figures, symbols or items, with particular attention to Wurundjeri Woi-Wurrung people as the Traditional Owners;
- A3.2 Name at least 25% of new public open spaces for significant members, figures, symbols, items or terms of CALD communities; and
- A4.7 Achieve gender parity in the naming of open spaces as quickly as possible over the course of this strategy (and beyond) through naming at least 80% of new public open spaces (and renaming existing spaces where appropriate) for significant women.

9. Council's Place and Road Naming Priorities

Council is committed to addressing inequity and social justice and through naming opportunities seeks to visibly recognise the cultural diversity and heritage of the Darebin community, and to recognise significant contributions to the Darebin Community. Priority will be given to balance opportunities across all naming projects as shown in the Naming Priorities table below, in order of priority:

Primary Priority

Names reflecting Wurundjeri Language, Names and First Nations heritage, in consultation with the Wurundjeri Woi-wurrung Heritage Corporation to address the lack of recognition of Aboriginal and Torres Strait Islander people as First Peoples of Australia and demonstrate Council's support of its objectives in Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander People 2019.

Secondary Priority

Names reflecting our migrant and culturally diverse communities and their cultural heritage by equally prioritising the naming of major public roads, secondary and subdivisional roads, laneways, buildings and pavilions and pedestrian bridges to reflect migration history and rich contribution of multicultural and multifaith communities to community life.

Priority

Names of significant women to address the lack of recognition of women and demonstrate Council's commitment to gender equity. Where naming proposals are in respect of individuals, at

least 75% of all those naming proposals will be for significant women with consideration of intersectionality with other Naming Priorities.

Names associated with diversity, equity, social justice or community leadership within our community (People with a Disability, LGBTQIA+ OR leader for diversity, equity, social justice or disadvantage) to reflect Council's strong commitment to diversity, equity and social justice.

Other Priorities

Names reflecting the settlement and heritage of the Darebin community, for example ANZAC commemorative names, the cultural history of Darebin, and historical land use.

Unofficial names where a name is in common usage within the community but has not been registered with GEO Names and where Council considers that the name should become official.

The Implementation of Naming Priorities

The application and implementation of priorities will vary across the categories of naming activities, as outlined in the table below. Particular regard has been given to prioritise significant naming opportunities for the primary naming priority, with consideration to the impact that a high volume of less impactful naming consultation requests would have on the resources of the Wurundjeri Woi-wurrung Corporation.

NAMING PRIORITIES				
	Names reflecting Wurundjeri Language, Names and First Nations heritage, in consultation with the Wurundjeri Woi-wurrung Heritage Corporation	Names reflecting our migrant and culturally diverse communities and their cultural heritage	Names associated with diversity, equity, social justice or community leadership within our community	Other Priorities
	<i>Where naming in respect of individuals, at least 75% will be for significant women with consideration to intersectionality with other Naming Priorities</i>			
Major Roads & Bridges	Equal Priority	Equal Priority		
Secondary & Subdivisional Roads		Equal Priority	Equal Priority	Equal Priority (allowing for themes), eg flora and fauna, historical and cultural heritage
Laneways		Equal Priority	Equal Priority	
Buildings / Pavilions / Pedestrian Bridges	Equal Priority	Equal Priority	Equal OR Priority for intersectionality	
Open Space	As per Breathing Space Strategy	As per Breathing Space Strategy	As per Breathing Space Strategy	

10. Recognition and use of Aboriginal languages in naming

The Aboriginal community in Victoria includes the descendants of Victoria's various Traditional Owner groups, who, at the time of colonisation in 1835, maintained complex societies with languages, laws and customs, and a connection to their land. Traditional Owners today continue to assert their identity and connection to their Country and are a key stakeholder in the naming process. The use of Aboriginal languages to name roads, features and localities has played, and continues to play, a significant role in promoting Traditional Owners' relationships with Victorian landscapes.

Further information is outlined in the relevant sections (specifically, Section 2 General Principles (Principle E and Principle K), Section 4 Features and Section 7 Consultation) of the naming rules and Section 12 of this policy.

Traditional Owners can, in certain circumstances, be the naming authority or manage and progress the naming process.

Further information is outlined in the relevant sections (specifically, section 1.5.2 Traditional Owners as Naming Authorities and section 6.1.3 Traditional Owners, Traditional Owner Group(s) and Registered Aboriginal Parties (RAPs) of the naming rules.

The Domains and Objectives in the Victorian Aboriginal Affairs Framework (VAAF) inform the Naming Rules.

The use of Traditional Owner language in the naming of roads, features and localities supports the following VAAF Goals:

- Goal 18 Aboriginal land, water and cultural rights are realised.
- Goal 19 Aboriginal culture and language are supported and celebrated.

More specifically, Objectives 18.1 and 19.1 of the Domain, Culture and Country, are:

- Objective 18.1 Increase the recognition and enjoyment of Aboriginal land, water and cultural heritage rights.
- Objective 19.1 Support the preservation, promotion and practice of culture and language.

In addition, this policy and Council's Open Space Strategy support and promote the use of Traditional Owner language for place and road naming.

11. Process for naming a place


The Naming Rules provide that anyone (including the Council itself) may submit a request to name or rename a road, feature or locality to Council. Such a request must be made via the Naming Application form at Appendix A. An electronic version of this form is available on Council's website.

The word "naming" in this policy and in the Naming Rules includes "renaming".

Council will begin investigating and determining place name applications after one of the following occurs:

- a. Council/council officer identifies a need to assign or amend the name of a place or places;
- b. A member of the general public, a community interest group, an organization or a Traditional Owner Group (as applicable) submits a written request to amend a name or change the name of a road, feature or locality, including a locality's boundaries.

The process for naming places is as follows:



Step 1	Council receives a naming request from an external source, or a request is initiated from Council. The request must be via the Request to name or re-name a road or place within the City of Darebin form.
Step 2	A Council officer checks all necessary information has been provided by the party proposing the name. If insufficient, a request for additional information within 30 days will be made. Council officer also checks compliance with the Naming Rules.
Step 3	A report is prepared for Council to consider the request.
Step 4	Council formally considers the naming request at a Council meeting. At this point Council decides to either proceed to the public consultation stage, or not to proceed. If Council does not choose to proceed to public consultation, then the proposal is considered to be declined at this point.
Step 5	If approved by Council, public consultation (including submissions and objections) occurs for at least 30 days, with immediate and extended communities. This consultation period must abide by Council's Community Engagement Policy and Section 7 of the Naming Rules.
Step 6	Compile and analyse all feedback (including submissions or objections) from the public consultation and include this in a report to Council for determination as per the advice provided in Sections 7 and 8 of the Naming Rules
Step 7	Council formally considers the naming proposal and either endorses the naming proposal or not. If Council does not endorse the proposal, then it is considered to be declined at this point.
Step 8	Any party who responded to the naming proposal, during the consultation period, must be advised of Council's decision. Council must write to objectors and submitters, when they're identified, informing them of the outcome of the naming proposal as per Section 8 of the Naming Rules. Council must also respond to all submissions. Objectors must be advised that they have 30 days to object directly to the Office of Geographic Names from the later of the date of the notification to the objector or the date of application to Geographic Names for registration of the name by Council.
Step 9	If Council endorses the naming proposal, an application is lodged with GNV for consideration and final approval by the Registrar of Geographic Names as per Section 10 and 11 of the Naming Rules. All submissions and objections, and responses to them are included in the application.
Step 10	If compliant the Registrar gazettes the name as per Section 12 of the Naming Rules
Step 11	GNV registers the name in VICNAMES and sends out notification as per Section 13 of the Naming Rules
Step 12	Council installs signage and updates the history behind the name in VICNAMES as per Section 13 of the Naming Rules.

A flowchart of the Naming Process is provided in Appendix B.

Property Services is responsible for the implementation and monitoring of this policy ensuring legislative compliance and will work collaboratively across council with other relevant departments to undertake the naming process in accordance with the Naming Rules.

12. Proactive place naming proposals

As well as being responsive to naming proposals, Council shall, from time to time, undertake a proactive place naming program, where it shall first declare its intention to name a place in accordance with its Naming Priorities, and then subsequently identify a suitable location. Alternatively, it may identify a particular name to be applied, either to an identified location or not. While this process can only be formally commenced by Council resolution, it may arise as a result of an approach by a member of the community or advice from a Council officer.

Depending on Council's initial resolution, there are four different processes for naming places under the proactive program. They are as follows:

12.1 Council both proposes the name and the place

Step 1	The process is as in Section 9 of this policy and begins with Step 1.
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12.2 Council proposes the name and seeks suggestion on the place

Step 1	Prior to a Council resolution proposing a name, a Council officer should ensure all necessary information has been provided and check compliance with the Naming Rules.
Step 2	After the resolution proposing a name, conduct public consultation for at least 30 days, seeking community suggestions on places that could be named using the proposed name. This consultation period must abide by Council's Community Engagement Policy and Section 7 of the Naming Rules.
Step 3	After analysing the feedback prepare a Council report for its consideration and then follow the process as in Section 9 of this policy, beginning with Step 3. It is noted that the community must be re-consulted on the final determined name.

12.3 Council seeks name for a road, feature or locality

Step 1	Council determines a place and seeks suggestions to name the place in accordance with its Naming Priorities. (As per the Naming Rules Section 7.2.6)
Step 2	Advertise Council is seeking a name for a place.
Step 3	Multiple names are received.
Step 4	Council shortlists after checking for compliance.
Step 5	Multiple names from shortlist sent to the community for re-consultation.
Step 6	Community indicates preference on a number of names or community informed the name with the most votes will be chosen.
Step 7	Naming authority selects the name with the most votes.
Step 8	Naming authority re-consults on the final preferred name (if community not informed that the name with the most votes will be chosen).
Step 9	Follow the process as in Section 9 of this policy, beginning with Step 6.

12.4 Council seeks suggestions first on the name, then on the place

Step 1	Council determines to name places in accordance with Council’s Naming Priorities. This process is similar to the one for Council seeking a name for a road, feature or locality (3).
--------	--

An example of Council being proactive in place naming as part of its celebration of International Womens’ Day, Council determines to name five streets in recognition of women who have made a significant contribution to the City of Darebin. It resolves to commence the naming process by calling for community suggestions for suitable women.

13. Developing an Aboriginal language naming proposal

Consultation is a key component in the process of naming roads, features and localities. There is a specific process that must be used when proposing to use a name from an Aboriginal language. Refer to the principles of the Naming Rules as well as Section 7.3 for the specific process to follow when developing an Aboriginal language naming proposal.

Traditional Owner Groups may elect to manage and progress the naming process.

Consultation should begin well before a report is put to Council for an Aboriginal language name to allow the Traditional Owners sufficient time to consider the proposed name(s) in a way that is culturally appropriate and acceptable for them.

Council will provide categories of names that are applicable to the type of place to be proposed to be named in accordance with Council’s Naming Priorities, as a guideline for the names to be proposed.

See Appendix C for the flowchart for the process of Traditional Owner naming.

While there is a diverse range of Aboriginal organisations in Darebin, naming proposals should be directed to the Wurundjeri Woi-Wurrung people as the Traditional Owners. The broader Aboriginal community may provide feedback at the relevant time in this process.

14. Additional considerations

Where it is inappropriate to name a place after a person, institution or enterprise, Council may determine that it is appropriate to place a plaque or other commemorative work in a prominent position on that place to recognise the contribution of that person, institution or enterprise. This principle will be governed by Council’s Monuments and Memorials Policy.

There are additional statutory requirements contained within the Naming Rules, which are not listed in this policy, that are mandatory for Council to follow when considering specific types of place name applications. Specifically, there are requirements to be met when investigating and determining applications to name, create or amend localities, roads and features.

15. Roads

A road is considered to be any public or private land-based thoroughfare or course navigable by vehicle or foot. It can be used for assigning addresses or allowing access between points or to a feature. Examples of roads include alleyways, streets, highways, fire tracks, bike paths and walking tracks.

Council must ensure that a naming proposal for a road conforms to all relevant principles outlined in Section 2 of the Naming Rules as well as the requirements outlined in Section 3, specifically Sections 3.2.1 – 3.2.5.

15.1 Naming roads in new residential or commercial subdivisions

Surveyors and Developers are required to consult with Property Services when selecting names for roads in new subdivisions; this is part of the subdivision certification process. Property Services can suggest themes for road names that should be applied when naming these roads and provide names that fit within these themes for any Name Bank that may be developed.

Property Services will work collaboratively with the Surveyor and Developer to develop road names that are compliant with the Naming Rules and this policy. Developers will be encouraged to select names from Council's Name Bank.

In these circumstances, developers applying for subdivision permits may submit suggested road names (in accordance with the Naming Rules and this policy) and relevant documentation to support the proposed names with their permit application for Property Services' consideration. Supporting documentation and an explanation for the suggested names must be provided.

Statutory Planning is required to provide Property Services with a copy of the plan of subdivision illustrating the location of the proposed road/s together with the suggested road name/s so compliance with this policy and the Naming Rules can be checked.

Before issuing a statement of compliance for a certified plan of subdivision that creates a public road, Statutory Planning must ensure that the delineated road is not named unless it is compliant with the Naming Rules and this policy in accordance with the advice of Property Services. All such plans require certification and a statement of compliance to be issued by Council before registration with Land Use Victoria. Upon registration of the plan, the name(s) will be registered with GEO Names. See Section 3.8 of the Naming Rules for further information.

GEO Names recommends that roads and buildings in complex sites (as defined in 3.9.4 of the Naming Rules), for example caravan parks be named and that Council is consulted on the proposed name(s). Housing Estates are not named under the Naming Rules.

15.2 Unnamed Right of Way as a Street Address

Proposed developments can result in the dwelling's primary point of access and egress be from an unnamed right of way. Council's preference is not to name unnamed laneways and rights of way, however in these circumstances, if a planning permit application proposes this, Statutory Planning is required to inform Property Services who will investigate the possibility of naming the laneway with a recognisable street address. Developers may submit suggested names for consideration.

Rights of way will only be named when the development for which the naming is related, is complete.

When an unmade right of way would be utilised by a new development at a greater capacity than currently generated by the property, the unmade right of way will be required to be constructed at the developer's cost as a condition of the planning permit. All developers will be informed that naming the right of way does not infer any obligation on Council to improve, upgrade or maintain the road beyond the level of service that preceded the naming of the right of way. Nor does it require Council to provide services e.g. rubbish collection may have to be from the closest main street and there is no assurance that street lighting will be provided, as rights of way in most instances are less than 3 metres in width.

Council will also consider naming proposals of constructed rights of way where they have been experiencing location issues (i.e. causes confusion and/or a risk of delay to an emergency vehicle).

15.3 Naming Private Roads

Large private developments such as nursing homes, large multi-unit developments and shopping-centres can create private internal road systems that require naming. Developers are responsible for the naming of private roads in such developments. The owner of the private road or the complex is advised to consult with Council. Owners must ensure that the road names conform to the principles and requirements outlined in the Naming Rules and this policy. The owner must submit their proposal to Council with a plan/map for naming the roads within the property. Council will check the proposal conforms and, if suitable, will send the proposal to the Registrar of Geographic Names for endorsement.

Council is not responsible for these roads.

To enable the community to distinguish the road from a public road, it is preferred that any signage that is erected follows Darebin's Signage Strategy with a minor variation to include the words "private road" in brackets below the road name. All costs associated with the installation of signage for private roads are to be borne by the owner of the road.



16. Features

A feature is considered to be a unique geographical place or attribute that is easily distinguished within the landscape. For example, a feature can be a mountain, watercourse, building, prominent structure or park.

A list of features included in VICNAMES and the relevant naming authorities can be found on the Geographic Names website.

Council must ensure that a naming proposal conforms to all relevant principles outlined in Section 2 of the Naming Rules, as well as the requirements outlined in Section 4, specifically Sections 4.2.1–4.2.4.

17. Locality

A locality is a geographical area that has identifiable community and/or landscape characteristics. In urban areas, a locality is commonly referred to as a 'suburb'.

Every locality should have a unique and unambiguous name. It must have recognised and registered boundaries and not overlap with other localities. A locality provides an official reference area for addressing purposes.

A named neighbourhood is not a locality because it does not have officially recognised and registered boundaries; therefore, a neighbourhood name cannot be used for addressing purposes.

A named residential estate is not recognised as a locality name.

Council must ensure that a naming proposal conforms to all relevant principles outlined in Section 2 of the Naming Rules, as well as the requirements outlined in Section 5, specifically Sections 5.2.1–5.2.7.

18. Delegation of authority

Section 10 of the Naming Rules allows for naming to occur by delegation of authority:

- the naming of localities, important public features and major roads are required to be resolved by Council at an Ordinary Council Meeting;
- the Chief Executive Officer, has delegated authority to reject a naming application and decline to present to Council for their consideration any proposal that the Chief Executive Officer has assessed as:
 - being non-compliant with principle (D) Ensuring Names are Not Duplicated and/or principle (F) Names Must Discriminate or be Offensive, of the Naming Rules; or
 - being substantially similar to an application which has already been decided upon by Council.
- the Manager, City Development has delegated authority to approve new names on plans of subdivision on behalf of Council.

19. Related documents

Geographic Place Names Act 1998

Naming Rules for Places in Victoria: Statutory requirements for naming roads, features and localities 2016

AS/NZs4819:2011 Rural and urban addressing

Aboriginal Heritage Act 2006

Aboriginal Heritage Regulations 2007

Victorian Aboriginal Affairs Framework 2018-2-23

Darebin's Statement of Commitment to Traditional Owners and Aboriginal and Torres Strait Islander People 2019

Equal Opportunity Act 2010

Local Government Act 2020

Road Management Act 2004

Subdivision (Procedures) Regulations 2011

Survey Co-ordination Act 1958

Victorian Charter of Human Rights and Responsibilities Act 2006

United Nations Group of Experts on Geographic Names (UNGEGN) Resolutions (see 1.3.1 of the Naming Rules for the applicable resolutions)

United Nations Sustainable Development Goals (SDGs)

City of Darebin Council Plan 2021-2025

Towards Equality – Darebin's Equity, Inclusion and Human Rights Framework 2019-2029;

Breathing Space – The Darebin Open Space Strategy 2019-2029; and

Gender Equity and Preventing Violence Against Women Action Plan 2019-2023

The Welcoming Cities Standard

Appendix A – Request to name or re-name a road or place within the City of Darebin (online form)

Request to name or re-name a road or place within the City of Darebin Application

Do you want to name/rename a:

- Major Road
- Bridge
- Secondary or Subdivisional Road
- Laneway
- Building / Pavilion / Pedestrian Bridge
- Open Space

Existing Name of road/place (if applicable): _____

Provide location / address details: _____

The proposal

Proposed Name _____

Reason for proposal?

Please tell us about the origin / justification of the proposed name

Background / History of the proposed name?

Please tell us about the origin /justification of the proposed name

Which of Council's Naming Priorities does the proposed name support:

- Primary Priority - Names reflecting Wurundjeri Language, Names and First Nations heritage, in consultation with the Wurundjeri Woi-wurrung Heritage Corporation
- Secondary Priority - Names reflecting our migrant and culturally diverse communities and their cultural heritage
- Names of significant women to address the lack of recognition of women and demonstrate Council's commitment to gender equity.
- Names associated with diversity, equity, social justice or community leadership within our community (People with a Disability, LGBTQIA+ OR leader for diversity, equity, social justice or disadvantage)
- Names reflecting the settlement and heritage of the Darebin community, for example ANZAC commemorative names, the cultural history of Darebin, and historical land use.

- Unofficial names where a name is in common usage within the community but has not been registered with GEO Names and where Council considers that the name should become official.
- None of the above

Does the proposed name align to Council's priorities for the road / lane / bridge / building / space proposed to be named, as shown in section 9 of the Place and Road Naming Policy?

- Yes
- No

If the name relates to an individual, have you obtained:

- Family members consent
- Other

Supporting Documentation

Please upload site plan and/or map of location proposed for naming

Please upload history and background of the proposed name including source material, references and photographs or images

Applicant Details

First Name _____

Last Name _____

Contact Number _____

Email _____

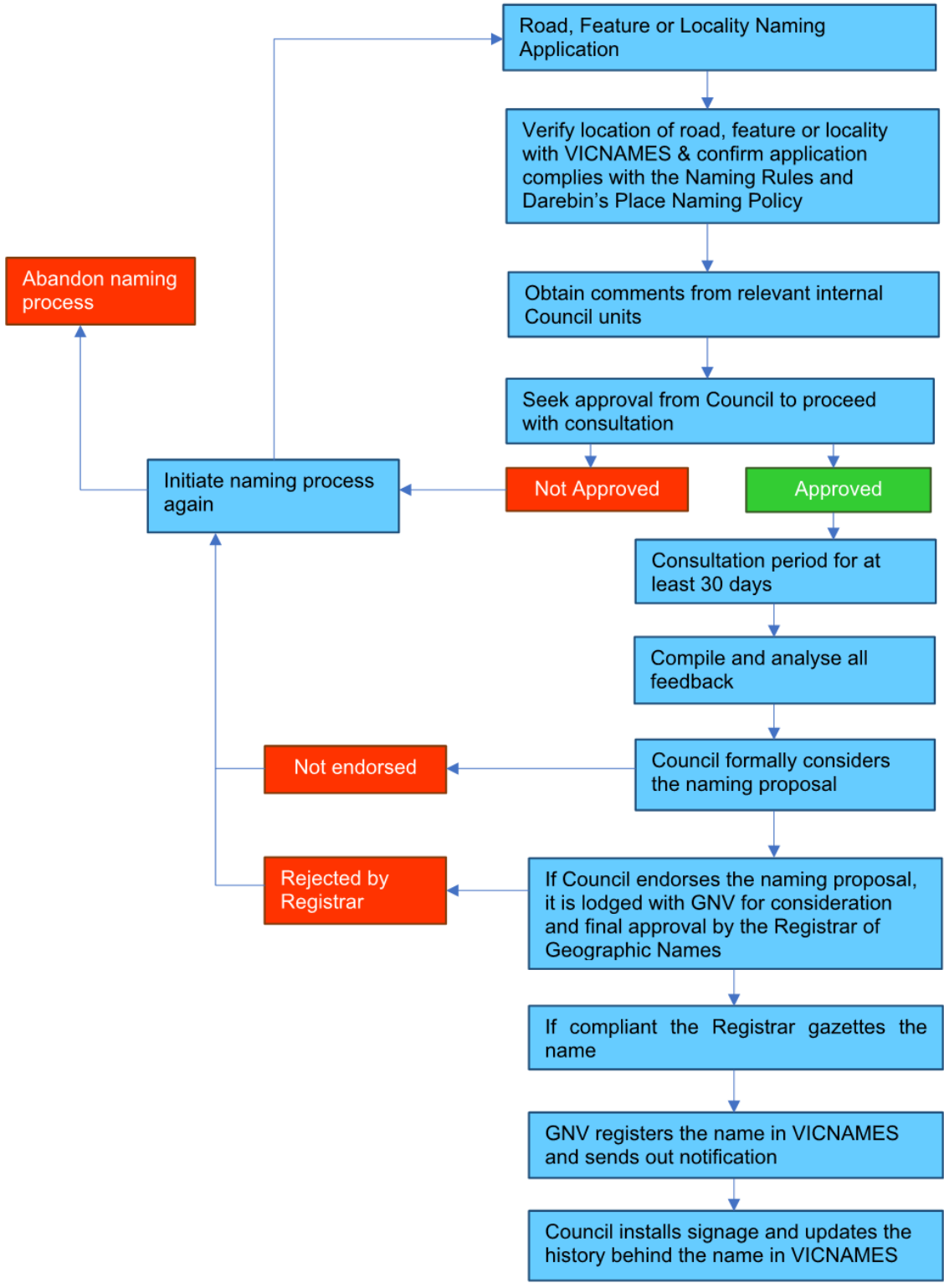
Preferred method of contact

- Phone
- Email
- Either

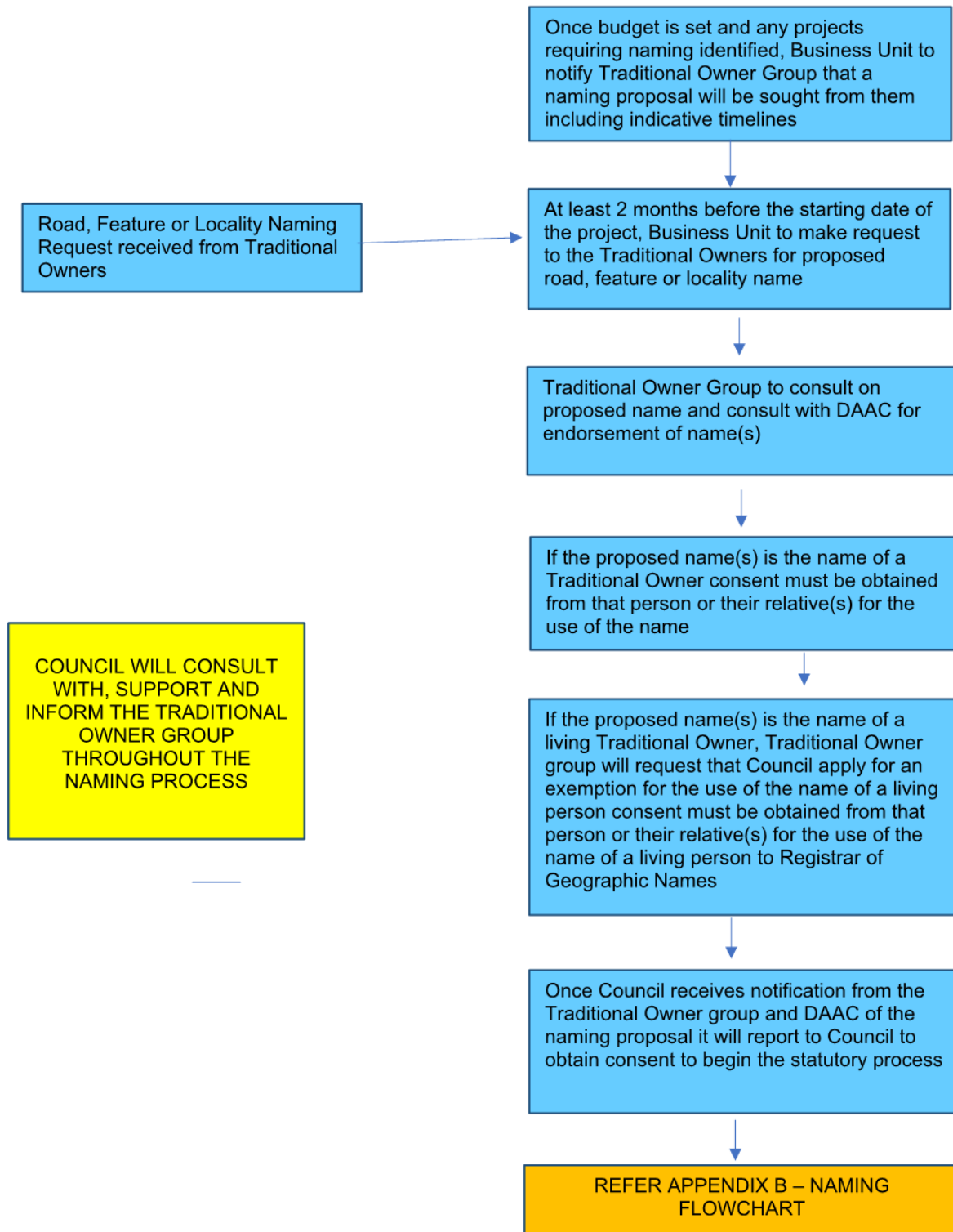
The collection and handling of personal information is in accordance with Darebin Council's [Privacy Policy](#).

You can also collect the policy in person from Council's [Customer Service Centres](#).

Appendix B – Naming Flowchart



Appendix C – Traditional Owner language Naming Flowchart





Road & Place Naming Policy

June 2014

Document Review Status			
Version	Date	Next review date	Review type
1	October 2003		Approved by Council
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1.1	23 June 2014	June 2017	Adopted by Council



TABLE OF CONTENTS	PAGE
1. INTRODUCTION.....	1
2. OBJECTIVE.....	1
3. SCOPE.....	2
4. DEFINITIONS.....	2
5. LEGISLATION.....	2
6. POLICY.....	3
7. RESPONSIBILITY.....	3
8. NAMING PRINCIPLES.....	3
9. NAMING THEMES.....	5
10. PROCEDURES.....	5
10.1. Road Naming Procedure.....	5
10.1.1. New Roads on Plans of Subdivision.....	6
10.1.2. Unnamed Right-Of-Way as a Street Address.....	6
10.1.3. Change of Existing Road Name.....	7
10.1.4. Naming Private Roads.....	7
10.2. Place Naming Procedure.....	7
10.2.1. Naming a Place.....	8
10.2.2. Change of Existing Place Name.....	8
10.3. Locality Naming.....	8
11. CONSULTATION GUIDELINES.....	9
12. DELEGATION / AUTHORITY.....	10
13. SUNSET CLAUSE.....	10
APPENDIX 1 – NAMING PROCESS.....	i



1. INTRODUCTION

Darebin City Council is the custodian of an extensive range of property assets including parks, roads, buildings and other infrastructure that, in many cases are named in memory of significant individuals, families, associations, inhabitants, historical objects or events. Council recognises that this significance can change over time.

The naming of roads and places plays a significant role in orientation, communication, vocabulary, and recognising spirituality and reflecting the community values of the time. As well as providing records of historical and cultural value, it ensures the capacity to unambiguously identify and locate geographical entities and places, as an essential system for services, infrastructure and public administration e.g. emergency response, postal and freight delivery.

Darebin City Council, as a Naming Authority under the *Geographic Place Names Act 1998* (the Act), is required to resolve on all geographic place names in the municipal district, with the exception of geographic places of regional, state and national significance.

The Act defines place as “*any place or building that is, or is likely to be, of public or historical interest and includes, but is not restricted to –*

- (a) *township, area, park garden, reserve of land, suburb and locality;*
- (b) *topographical feature, including undersea feature;*
- (c) *street, road, transportation station, government school, government hospital and government nursing home”¹*

2. OBJECTIVE

The objective of this policy is to document the approach used by Council in the naming of roads, places and localities across the municipality. It provides a framework to ensure a co-ordinated, consistent, fair and equitable protocol is followed by Council when investigating and determining naming proposals.

Council will do this bearing in mind that language is a powerful tool that shapes the reality people live in. How things are named and the recognition awarded to people based on their gender, class, culture, ethnicity and so on makes a difference. Practical implementation of this policy will look to address and overcome any underlying assumptions behind language that can lead to unwitting exclusion of people.

The policy, which is built on the foundations of the Act, aims to preserve the City’s identity and heritage whilst respecting its “*residents, diverse races, ethnicities, faiths and beliefs, abilities, gender, talents and aspirations, sexualities and sex and gender identities, age and occupations, income and lifestyles”²*

¹ Geographic Place Names Act 1998 Part 1 Sec 3 .Para 4

² Council Plan 2013-2017 Diversity Statement



3. SCOPE

All place naming proposals of local significance will be assessed in accordance with this policy and resolved by Council prior to their registration. Those places of wider than local affiliation, and therefore of regional, state and national significance, will be handled centrally by a State place naming advisory committee who will seek the input from affected communities and Council.

4. DEFINITIONS

Place – is any place or building that is, or is likely to be, of public or historical interest and includes, but is not restricted to –

- (a) township, area, park garden, reserve of land, suburb and locality;
- (b) topographical feature, including undersea feature;
- (c) street, road, transportation station, government school, government hospital and government nursing home.³

Locality – is an administrative geographical area of Victoria that has been distinguished for its community's and/or landscape's characteristics. In metropolitan areas it is commonly referred to as a 'suburb'.⁴

Naming Committee – is an internal committee that is established at the required juncture to consider each naming proposal and provide a recommendation for Council consideration.

Road – is considered to be any public or private land-based thoroughfare or course navigable by vehicle or foot that can be used for assigning addresses or allowing access between points or to a feature. Examples include alleyways, roads, streets, rights-of-way, bridges, footpath, tracks and bike/walking paths.⁵

5. LEGISLATION

Primarily the naming of geographic places is governed by the following legislation:

- *Geographic Place Names Act 1998*
- *Guidelines for Geographic Names 2010*

Other legislation, regulations and policies relevant to geographic place naming are:

- AS/NZs4819:2011 Rural and urban addressing
- *Aboriginal Heritage Act 2006*
- *Aboriginal Heritage Regulations 2007*
- *Local Government Act 1989*
- *Planning and Environment Act 1987*
- *Road Management Act 2004*
- *Subdivision Act 1988*

³ Geographic Place Names Act 1998 Part 1 Sec 3 .Para 4

⁴ Guidelines for Geographic Names 2010 Version 2 Sec 3 pg 35

⁵ Guidelines for Geographic Names 2010 Version 2 Sec 4 pg 54



6. POLICY

Whilst the Act refers to both roads and places as “places”, this policy, where appropriate, has divided places into three categories - road naming, place naming and locality naming. The names of each shall be allocated in accordance with the naming principles and themes of this policy and the Act.

7. RESPONSIBILITY

Manager, Assets and Properties is responsible for the implementation and monitoring of this policy ensuring legislative compliance.

The Relevant Council Unit (the service delivery unit responsible for the property asset that is subject to the naming proposal) in conjunction with the Properties Unit is responsible for undertaking the naming process. This process includes engaging in consultation, the evaluation of naming proposals for reporting to Council, advice to internal Council units and the Registrar of Geographic Names.

The Naming Committee (the Committee) is established at the required juncture to consider each naming proposal and provide a recommendation for Council consideration. The Committee will include the Mayor, Ward Councilor/s, representative/s from the relevant Council service area/s and Properties Unit. This Committee will be extended to include representation from relevant advisory committees, communities and councils including Darebin Women’s Advisory Committee, Darebin Aboriginal Advisory Committee, and the Wurundjeri Council; dependent upon the naming proposal being considered.

The Director, Assets and Business Services may be called upon to resolve issues that may arise from the application of this policy.

All persons defined in this section will take into account Darebin’s Community Engagement Framework, Equity and Inclusion Policy and the Equity and Inclusion Planning and Audit Tool when considering naming proposals.

8. NAMING PRINCIPLES

Naming proposals will be assessed against the naming principles outlined in this policy with regard to the following:

- In applying the naming principles 1H, 1K and 1G, Council will have specific regard for people from the target groups identified in Darebin’s Equity and Inclusion Policy who have been historically excluded from opportunities to be recognised as full, active and contributing citizens to the life of the City, including recognition through naming.
- In applying principle 1J, Council acknowledges that understandings can change over time and previously acceptable language, practices and theories may now be understood as discriminatory and wrong. As such, Council may undertake to revise road and place names across the municipality based on current understandings.



PRINCIPLES		DEFINITION
1(A)	Language	Place names must be written in standard Australian English or a recognised format of an Australian Indigenous language local to the area or the feature, locality or road. They must be easy to pronounce, spell, write and should not exceed 25 characters.
1(B)	Recognising the public interest	Changes to existing names and boundaries of features, suburbs and localities should be in the overall public interest and with due regard to the long term consequences and effects upon the wider community.
1(C)	Ensuring public safety	Place names must not compromise public safety and operational safety of emergency services, transport, communication and mail services.
1(D)	Ensuring names are not duplicated	Place names within close proximity, and those which are identical or have similar spelling or pronunciation must not be used.
1(E)	Directional names to be avoided	Place names that use a cardinal direction (north, south, east and west) to distinguish itself from another similar name is considered to be a duplicate name and must be avoided.
1(F)	Assigning extent to a feature, locality or road	When assigning place names to a feature, locality or road, the area and/or extent to which the name will apply must be defined i.e. the name of a road should apply from one end of the road to the other and the same for waterways.
1(G)	Linking the name to the place	Place names should have some sense of connection or relevance to the local areas having regard to the historical and cultural significance of the area e.g. geography, inhabitants, flora and fauna.
1(H)	Using commemorative names	Places are often named in the commemoration of a person. Naming of places after living persons should be avoided and will only be considered in exceptional circumstances. Surnames are preferred for commemorative naming.
1(I)	Using commercial and business names	Places should not be named after commercial businesses, trade names and non-profit organisations except in exceptional circumstances.
1(J)	Names must not be discriminatory	Place names should not cause offence on the basis of race, ethnicity, religion, disability, sexuality or gender.
1(K)	Recognition and use of indigenous Australian names	The use of Indigenous Australian names are encouraged for features, localities and roads, subject to agreement from the relevant Indigenous communities.
1(L)	Dual names	The use of dual/multiple names may be assigned to places where it is appropriate to give recognition to names drawn from two or more cultural backgrounds.
1(M)	Consulting with the public	Council will consult with the public on any naming proposal with the exception of newly created roads within subdivisions where there are currently no residents, businesses or rate payers who will be directly affected. The level of consultation may vary depending on the naming proposal.
1(N)	Lodging, considering and addressing objections	Any objection received during the public consultation period will be given consideration by Council prior to making a decision regarding the naming proposal.
1(O)	Notification of naming decision	Only after Council has received notification from the Registrar, that the naming proposal has been registered in VICNAMES can it notify affected members of the community and other interested stakeholders. ⁶

⁶ Guidelines for Geographic Names 2010 Version 2 pg 10



9. NAMING THEMES

The naming themes outlined in this policy recognise the significance of the cultural and historic events, the people and the communities that have, and continue to, shape Darebin.

In respect to the naming or renaming of roads, places and localities, consideration shall be given to the following naming themes:

NAMING THEMES
Indigenous heritage and language
Cultural and ethnic diversity of Darebin i.e. its migration history and multicultural groups
Social and historical events of Darebin
Prior uses of the land and the people associated with it
Local landscape and physical characteristics
Significant contributors, including women and people in the target groups identified in Council's Equity and Inclusion Policy, to Darebin's development or community (having regard for Naming Principle 1 (H))
Darebin people, including women and people in the target groups identified in Council's Equity and Inclusion Policy, that have demonstrated outstanding civic service (having regard for Naming Principle 1 (H))
Geographic location i.e. Bundoora Park
Recognition of unofficial names

10. PROCEDURES

10.1. Road Naming Procedure

Requests for the naming of roads arise from a number of situations including the application for a plan of subdivision, new developments that front rights-of-way and even private developments such as nursing homes or multi-unit developments that have internal road systems.

The naming of roads is a Local Government responsibility under Schedule 10 of the *Local Government Act 1989* in accordance with the Guidelines for Geographic Place Names 2010.

Road names will be allocated after they have been investigated and determined as being appropriate for use, having regard to this policy and the Act.

Road names are not to be agreed to until they have been reviewed by the Properties Unit and either approved by Council resolution (in the case of non subdivisional roads) or subdivision plans have been certified and a statement of compliance has been issued.



Road naming proposals will be assessed according to the following classifications:

10.1.1. New Roads on Plans of Subdivision

Statutory Planning issue planning permits for land subdivisions. In some instances a plan of subdivision also leads to the creation of new road/s which need to be named. All such plans require certification and a statement of compliance to be issued by Council before registration with the Land Titles Office.

In these circumstances, developers applying for subdivision permits may submit suggested names (in accordance with this policy and the Act) with their permit application for consideration. In this regard relevant supporting documentation and explanation for the suggested names must be provided. Whilst Council will work with developers to create compliant road names for new subdivisions, it also reserves the right to reject road names.

Statutory Planning is required to provide the Properties Unit with a copy of the plan of subdivision illustrating the location of the proposed road/s together with the suggested road name/s.

Properties will undertake the necessary investigations and consultations to determine whether the road names are appropriate for use based on this policy and the Act. Statutory Planning will be advised accordingly.

Before issuing a statement of compliance for a certified plan of subdivision that creates a public road, Statutory Planning must ensure that the delineated road is not named unless it is the official name as determined by Council.

10.1.2. Unnamed Right-Of-Way as a Street Address

Statutory Planning are also required to inform Properties of any proposed development if their primary point of access and egress is from a right-of-way.

Rights-of-way will only be named when the development for which the naming is related, is complete.

Like 10.1.1., developers may submit suggested names (in accordance with this policy) for consideration. Apart from the requirement to refer the naming proposal to the relevant Council departments for comment, the same administrative and legislative process for section 10.1.1. will apply.

For those applications that do not form part of a plan of subdivision, the naming proposal will require Council resolution. The road name can be used after approval by Council and registration with Geographic Names.

All developers will be informed that naming the right-of-way does not infer any obligation on Council to improve, upgrade or maintain the road beyond the level of service that preceded the naming of the right-of-way. Nor does it require Council to provide services e.g. rubbish collection may have to be from the closest main street and there is no assurance that street lighting will be provided, as rights-of-way in most instances are less than 3 metres in width.

For those rights-of-way that are unmade, Council will request that they be constructed at the developer's cost as a condition of the planning permit. Following construction Council will add the right-of-way to the Register of Public Roads.



Council will also consider naming proposals of constructed rights-of-way where properties with a primary point of access and egress from the right-of-way were not identified for naming at the time of their development and they have been experiencing location issues (i.e. causes confusion and/or a risk of delay to an emergency vehicle).

Council will only consider resolving names for public roads.

10.1.3. Change of Existing Road Name

When it is proposed that a name of an existing road is to be altered then the applicant will be required to document the reason/s for the change (i.e. causes confusion and/or a risk of delay to an emergency vehicle).

Properties will undertake investigations to authenticate the reason/s for the requested change of name. If validated, a road renaming would be supported. Properties will undertake the necessary investigations and consultations to determine an appropriate replacement name based on this policy and the Act. It will also refer the naming proposal to the relevant Council departments for comment.

These naming proposals will require Council resolution. The road name can only be used after approval by Council and registration with Geographic Names.

10.1.4. Naming Private Roads

On occasions, plan of subdivisions for large private developments such as nursing homes, large multi-unit developments and shopping centres create private internal road systems that require naming. The developers will be advised that they are responsible for the naming of private roads in such developments and that this should be done having regard to this policy and the Act. Although Council is not responsible for these roads, the developer is invited to contact Council for advice.

To enable the community to distinguish the road from a public road, it is preferred that any signage that is erected follows Darebin’s Signage Strategy with a minor variation to include the words “private road” in brackets below the road name. All costs associated with the installation of signage for private roads are to be borne by the owner of the road.



10.2. Place Naming Procedure

Requests for the naming of places can be initiated by anyone in the community including a naming authority such as Council, a Council officer, community group, government authority, developer or member of the public having regard to this policy and the Act.



A feature or place is considered to be a unique geographical place or attribute that is easily distinguished within the landscape.⁷ Including public assets that range from pavilions, parks, bridges, playgrounds, bike/walking paths, kindergartens, etc.

The *Local Government Act 1989* imparts no obligations on Council when considering the naming of places. However, in accordance with this policy, Section 223 of the *Local Government Act 1989* (right to make submission) will be voluntarily applied by Council when a naming proposal is received to ensure best practice governance and consultation with the local community.

Place names will be allocated after they have been investigated and determined as being appropriate for use, having regard to this policy and the Act. Place names need to be approved by Council resolution and then submitted to the Registrar of Geographic Names. It is not until Council receives formal notification from the Registrar of Geographic Names that the place can officially be named and signage erected.

10.2.1. Naming a Place

Prior to beginning any naming process for a feature, the naming proposal should be referred to Properties to consider the circumstances surrounding the request and determine whether it has merit based on this policy and the Act and to ensure compliance with legislation.

The Relevant Council Unit in conjunction with Properties will be responsible for undertaking appropriate investigations and consultations regarding the naming proposal in accordance with this policy and the Act.

The Naming Committee will consider the naming proposal and the consultation feedback before providing a recommendation for Council consideration.

Following a Council resolution in support of the name, the naming proposal will be submitted to the Registrar of Geographic Names. The Registrar will review the process undertaken by Council and undertake a compliance audit in accordance with the Act. It is not until Council receives formal registration advice from the Registrar of Geographic Names that the public asset can be officially named and signage erected.

10.2.2. Change of Existing Place Name

When it is proposed that a name of an existing place is to be altered then the applicant will be required to document the reasons for the change as part of the naming proposal. The same administrative and legislative process for section 10.2.1. will apply.

10.3. Locality Naming

A locality in the metropolitan areas is commonly referred to as a “suburb”. Every locality has officially recognised and registered boundaries that do not overlap with those of other localities. Because of the unique and unambiguous name and boundaries, a locality provides an official reference point for addressing purposes.

⁷ Guidelines for Geographic Names 2010 Version 2 pg 21



A neighbourhood is not a locality because it does not have officially recognised and registered boundaries and cannot be used for addressing purposes. The names of estates and subdivisions are considered to be neighbourhood names; and as such cannot be used.⁸

If Council is considering creating a new locality for an area that contains newly created estates and subdivisions, preference will be given to creating a new unique name that characterises the landscape or history of the area.

Locality names must not duplicate any other locality name in Australia.

Changes to the boundaries of locality areas should be in the overall public interest and not for private interest/s. All such boundary changes will only be made after appropriate consultation with affected communities, businesses and emergency services.

The administration of locality naming, renaming and boundary definition is the responsibility of Council unless:

- A locality is positioned across two or more municipal areas. In this instance, all affected municipalities need to co-ordinate the naming or renaming or boundary changes, and the final proposal being assessed by a State place naming advisory committee.
- In other instances an area being considered for a new locality name might fall under the jurisdiction of a government department or authority undertaking a major land redevelopment project (i.e. Growth Areas Authority).⁹

11. CONSULTATION GUIDELINES

The consultation guidelines will apply to all naming proposals received by Council. Consultation will be carried out in accordance with Darebin's Community Engagement Framework and the Equity and Inclusion Planning and Audit Tool.

Council commits to consulting with concerned or affected parties which can be classified as:

- the **immediate community**, which includes residents, ratepayers and businesses within the immediate area directly affected by the naming proposal; or
- the **extended community**, which includes residents, ratepayers and businesses surrounding the area directly affected by the proposal; any visitor groups to the area; and government or non-government organisations with and interest in or who service the area.

The amount of consultation will depend on which classification applies to the naming proposal. For example, naming an existing right-of-way may only require Council to contact the affected and abutting property owners/residents whereas the naming of a park may draw the wider community interest and require public notices, exhibitions, signs on site and notification to a broader range of public authorities etc.

Consultation may include public notices, exhibitions, public forums, notice on Council's website, signs on site, name proposal leaflets, and written correspondence to affected and abutting property owners/residents.

⁸ Guidelines for Geographic Names 2010 Version 2 pg 35

⁹ Guidelines for Geographic Names 2010 Version 2 pg 35



If the consultation process invites submissions, this process will be undertaken in accordance with Section 223 of the *Local Government Act 1989* (right to make submission). Whilst this is not a legislative requirement it will be voluntarily applied by Council when a naming proposal is received to ensure best practice governance and consultation with the local community.

The period of any public exhibition of naming proposals by Council will be no less than 28 days except in extraordinary circumstances.

A naming proposal will not be forwarded to the Registrar of Geographic Names until a period of two months has elapsed since the first advertisement of the public exhibition of a naming proposal.

Exception

Road names submitted with new subdivisions are approved as part of the certification of a plan of subdivision process and as such do not need to go through a public consultation process. Council's subdivision certification process includes an audit of road names to ensure that names comply.

Use of Traditional Indigenous Australian Names

If naming proposals use traditional Indigenous Australian names then consultation with the relevant Indigenous communities will be undertaken prior to any public consultation on the proposed name/s. If there is more than one relevant Indigenous group, consultation will be made with all parties. These naming proposals are subject to agreement from the relevant Indigenous communities.

12. DELEGATION / AUTHORITY

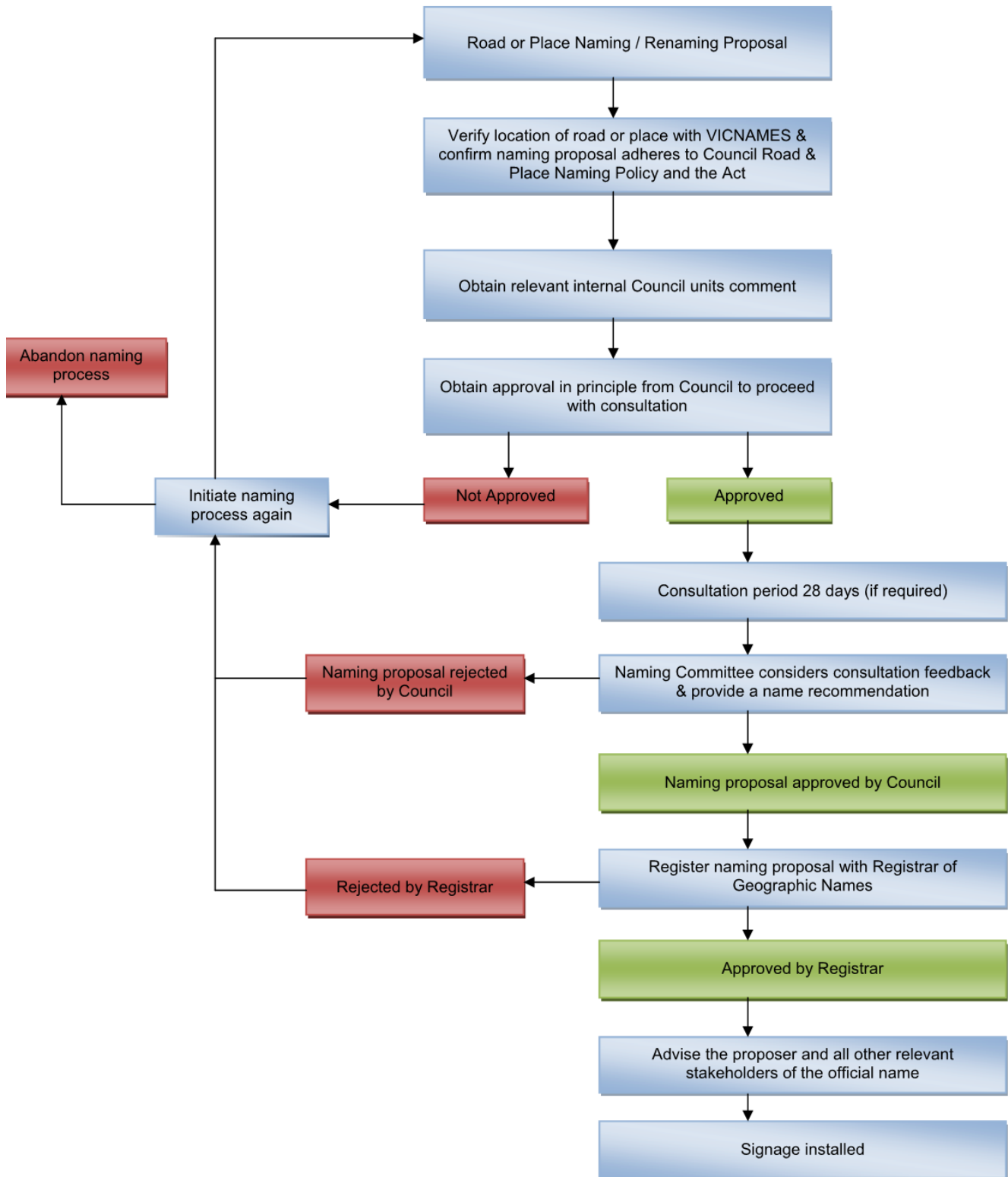
Subsequent to Council approval or subdivision plans having been certified and a statement of compliance issued by Council in accordance with this policy the Manager, Assets and Properties shall have delegated authority to register the Place name with the appropriate authorities.

13. SUNSET CLAUSE

This policy will be reviewed every three years.



APPENDIX 1 – NAMING PROCESS



9.5 PROPERTY MATTERS

Author: Team Leader Council Property
Coordinator Property Services
Manager Property & Asset Strategy

Reviewed By: Manager Property & Asset Strategy

EXECUTIVE SUMMARY

This report relates to an update on:

- 1) The completion of the statutory procedures for the proposed sale of the discontinued road adjoining the rear of 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir, shown as Lots 5 and 15 on Title Plan TP023783W in **Appendix A**. This report further recommends the land from the discontinued road be sold to the owners of the adjoining property at 22 and 24 Darebin Boulevard, Reservoir, and that if no submissions are received, that the Chief Executive Officer be delegated authority to complete the statutory procedures for the sale of the land to the owners of 22 and 24 Darebin Boulevard. A further report will be presented to Council for noting regarding the Chief Executive Officer's decision.
- 2) The completion of the statutory procedures for the proposed sale of the discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir shown as Lot 5 on Title Plan TP018465R **Appendix B**. This report further recommends that Lot 5, being the land from the discontinued road be sold to the owner of the adjoining property at 3 Oakhill Avenue, Reservoir. To date, there has been no interest from the property owners adjoining the 5 lots remaining unsold following the discontinuance of the whole of the discontinued road on 4 December 2021.

Officer Recommendation

Item 1: Sale of discontinued road adjoining the rear of 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

That Council:

- (1) Commences the statutory procedures under section 114 of the Local Government Act 2020 to sell the land from the discontinued road adjoining the rear of 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir, shown as Lots 5 and 15 on Title Plan TP023783W in **Appendix A** to the owner of 22 and 24 Darebin Boulevard, Reservoir, by private treaty in accordance with Council's Sale of Minor Council Assets Policy May 2022.
- (2) Gives notice of its intention to sell the land on Council's website and in such notice states that Council proposes to sell the land from the former road to the owner of 22 and 24 Darebin Boulevard, Reservoir, by private treaty and to transfer to itself any land not sold, in accordance with Council policy.
- (3) As part of its community engagement process, Council invites both written and verbal submissions on the proposed sale and deal with any submissions received in line with the principles set out in section 223 of the Local Government Act 1989.
- (4) That any submissions received be considered by Council's Hearing of Submissions Committee at the Hearing of Submissions Committee on 6th February 2023.

- (5) If no submissions are received, a further report be presented to the Chief Executive Officer for a decision under delegation to consider completion of the statutory procedures for the sale of the land to the owners of 22 and 24 Darebin Boulevard, Reservoir and sign all necessary documentation for the sale of the land in accordance with Council policy and / or the transfer to Council of any land that remains unsold. A Governance Report will be presented to Council to report on the Chief Executive Officer's decision.
- (6) Notwithstanding the present intention to sell the land to the owner of 22 and 24 Darebin Boulevard, Reservoir in the event that submissions are received from other adjoining property owners or interested parties, this matter will be subject to a meeting of the Hearing of Submissions Committee on 6th February 2023 and decision of Council.

Item 2: Sale of discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir

That Council:

- (1) Commences the statutory procedures under section 114 of the Local Government Act 2020 to sell the land from the discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir, shown as Lot 5 on Title Plan TP018465R **Appendix B** to the owner of 3 Oakhill Avenue, Reservoir, by private treaty in accordance with Council's Sale of Minor Council Assets Policy May 2022.
- (2) Gives notice of its intention to sell the land on Council's website and in such notice states that Council proposes to sell the land from the former road to the owner of 3 Oakhill Avenue, Reservoir, by private treaty and to transfer to itself any land not sold, in accordance with Council policy.
- (3) As part of its community engagement process, Council invites both written and verbal submissions on the proposed sale and deal with any submissions received in line with the principles set out in section 223 of the Local Government Act 1989.
- (4) That any submissions received be considered by Council's Hearing of Submissions Committee at the Hearing of Submissions Committee meeting on 13 February the close of submissions.
- (5) Notwithstanding the present intention to sell the land to the owner of 3 Oakhill Avenue, Reservoir, in the event that submissions are received from other adjoining property owners or interested parties, Council reserves the right to reallocate the manner in which the land is to be sold in accordance with Council policy.

BACKGROUND / KEY INFORMATION

Council is required to consider a range of property matters for decision. These include matters such as property acquisitions and disposals, statutory naming processes, Right of Way disposals, proposed Road declarations and leasing of Council property.

Items 1 and 2 of this Report relate to the statutory procedures for the sale of a discontinued road.

In accordance with best practice and good governance principles reporting of property matters has been consolidated into one single standing report.

Local Government Act

Section 189 (Restriction on power to sell land) of the *Local Government Act 1989* (Act) was revoked on 1 July 2021 and replaced by Section 114 of the *Local Government Act 2020*.

Section 114 of the *Local Government Act 2020* is similar to section 189, however the exemption from compliance with section 223 (the right to make a submission) has been removed.

Because section 223 does not apply under the *Local Government Act 2020*, from 1 July 2021, any sale of land from a discontinued road must first comply with the community engagement provisions of Council's Community Engagement Policy.

Accordingly, from 1 July 2021 Council will be required to undertake a 2 staged process of first resolving to discontinue a road and sell the land under clause 3 of Schedule 10 of the Act and then propose the sale of the land under section 114 of the *Local Government Act 2020*.

The statutory procedures under section 114 of the *Local Government Act 2020* requires that Council publish a notice of its intention to sell the Land on the Council's website and undertake a community engagement process in accordance with its community engagement policy.

In contrast to the now repealed s. 189 of the *Local Government Act 1989*, Section 114 of the *Local Government Act 2020* does not require Council to publish a public notice in a newspaper circulated within the municipality nor provide for the lodgement of submissions to Council and the consideration of those submissions, pursuant to section 223 of the *Local Government Act 1989*.

Nevertheless, in order to provide a mechanism for feedback from interested parties as part of Council's community engagement process, it is recommended that Council invite both written and verbal submissions on the proposal, and deal with any submissions received, in line with the principles set out in section 223 of the *Local Government Act 1989*.

Under the principles, the notice of intention to sell the Land will afford affected parties the right to lodge a written submission with Council. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal. Any verbal submissions received will be considered by Council's Hearing of Submissions Committee.

Section 190 (Restriction on power to lease land) of the *Local Government Act 1989* was revoked on 1 July 2021 and replaced by Section 115 of the *Local Government Act 2020*.

Section 115 of the *Local Government Act 2020* is similar to section 190, however the exemption from compliance with section 223 (the right to make a submission) has been removed.

Previous Council Resolution

Item 1: Sale of discontinued road adjoining the rear of 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

This matter is not the subject of a previous Council resolution.

Item 2: Sale of discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir

At its meeting held on 4 December 2000, Council resolved:

'That Council, having considered all written and verbal submissions received, pursuant to the provisions of Section 223 of the Local Government Act 1989 to the proposed discontinuance and sale of section of road shown hatched on plan A attached and situated at the rear of 2-30 Joffre Street, 1-29 Oakhill Avenue and 222 -226 Tyler Street, Reservoir, and being of the opinion that part of the road is not reasonably required for public use:

- (1) Discontinues the section of road shown hatched on plan B attached, situated at the rear of 2-16 and 20-30 Joffre Street, 1-15 and 19-29 Oakhill Avenue and 222-226 Tyler Street, Reservoir, in accordance with Section 206 Schedule 10, clause 3 of the Local Government Act 1989.*
- (2) Directs that a notice be published in the Victoria Government Gazette.*
- (3) Directs that the land from the road be sold by private treaty to abutting property owners in Joffre Street, Oakhill Avenue and Tyler Street, Reservoir.*
- (4) Directs that the discontinuance and sale will not affect any right, power or interest in the land held by Yarra Valley Water or Darebin City Council in connection with any sewers, drains, pipes, wire or cables under the control of these authorities in or near the road.*
- (5) Directs that the seal of the Darebin City Council be affixed to the necessary Transfer of Land documents and Creation of Easement documents where applicable.'*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 3: Climate, Green and Sustainable

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

4.2 We will ensure our assets are optimised for the benefit of our community

DISCUSSION

Item 1: Sale of discontinued road adjoining the rear of 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

On 16 June 2003, Council resolved to discontinue the road at the rear of 18 to 40 Darebin Boulevard and 12 to 26 Banff Street, Reservoir, and to sell the land by private treaty in accordance with Council policy. The discontinuance was gazetted in the Victoria Government Gazette on 31 July 2003, shown in **Figure 1 of Appendix A**.

In late 2021, Council received an enquiry from the adjoining property owner at 22 and 24 Darebin Boulevard, Reservoir, looking to purchase the land at the rear of those properties, being part of the unsold land from the discontinued road. The same entity owns both properties. The land is known as Lots 5 and 15 on Title Plan TP023783W in **Figure 2 of Appendix A**.

Investigations revealed that the parcels of land, shown as Lots 5 and 15 on the site plan in **Figure 3 of Appendix A** remain unsold.

The land appears to have been enclosed within the applicant's properties for many years, as shown in the aerial view in **Figure 4 of Appendix A**.

The owner of 22 and 24 Darebin Boulevard, Reservoir, has agreed, in principle, to purchase the land adjoining that property at market value as well as meeting all reasonable costs associated with the statutory process, should Council resolve to sell the land. Council will transfer to itself any land that remains unsold, protecting its interest in the land.

Item 2: Sale of discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir

On 4 December 2001, Council resolved to discontinue the road at the rear of 2 to 16 and 20 to 30 Joffre Street, 1 to 15 and 19 to 29 Oakhill Avenue and 222 to 227 Tyler Street, Reservoir, and to sell the land by private treaty in accordance with Council policy. The discontinuance was gazetted in the Victoria Government Gazette on 18 January 2001, shown in **Figure 1 of Appendix B**.

In early 2021 Council received an enquiry from the adjoining property owner at 3 Oakhill Avenue, Reservoir, looking to purchase the land at the rear of that property, being part of the unsold land from the discontinued road. The land is known as Lot 5 on Title Plan TP018465R in **Figure 2 of Appendix B**.

Investigations revealed that the parcel of land, shown hatched in the site plan in **Figure 3 of Appendix B** remains unsold.

The land appears to have been enclosed within the applicant's property for many years, as shown in the aerial view in **Figure 4 of Appendix B**.

The owner of 3 Oakhill Avenue, Reservoir, has agreed, in principle, to purchase the land adjoining that property at market value as well as meeting all reasonable costs associated with the statutory process, should Council resolve to sell the land. Council will transfer to itself any land that remains unsold, protecting its interest in the land.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

Item 1: Sale of discontinued road adjoining the rear of 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

Council's Valuer has placed a market value of \$24,750.00 (incl GST) on the 45m² of land within Lots 5 and 15 on Title Plan TP023783W intended to be sold to the owner of 22 and 24 Darebin Boulevard, Reservoir. The owner will also be meeting Council's legal and administrative costs of \$10,955.00 associated with undertaking the project. The land will also attract Council rates once transferred.

Item 2: Sale of discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir

Council's Valuer has placed a market value of \$26,730.00 (incl GST) on the 54m² of land within Lot 5 on Title Plan TP018465R intended to be sold to the owner of 3 Oakhill Avenue, Reservoir. The owner will also be meeting Council's legal and administrative costs of \$3,000.00 associated with undertaking the project. The land will also attract Council rates once transferred.

Community Engagement

Item 1: Sale of discontinued road adjoining the rear of 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

The owner of 22 and 24 Darebin Boulevard, Reservoir, has confirmed an interest in acquiring the land shown as Lots 5 and 15 on Title Plan TP023783W in **Figure 2 of Appendix A** at current market value, as well as agreeing to meet all of the reasonable costs associated with Council selling the land.

The owners of the other adjoining properties were consulted about the proposal and have expressed no interest in the land and have offered no objection to the proposed sale.

Internal Council departments and Service Authorities were consulted when the road was discontinued in 2003. Yarra Valley Water has a sewer in the land and accordingly an easement was saved over the land in favour of Yarra Valley Water as part of the discontinuance.

Whilst Council currently does not have any assets within the land, an easement for drainage purposes in favour of Council will be created over the land to cater for the installation of drainage in the future.

In addition to the notice on Council's website, all abutting property owners will be advised of the proposal in writing and informed of their right to make a submission.

If no submissions are received, that the Chief Executive Officer be delegated authority to complete the statutory procedures for the sale of the land to the owners of 22 and 24 Darebin Boulevard A further report will be presented to Council to for noting to inform Council of the Chief Executive Officer's decision.

If submissions are received, the submissions will be heard at a hearing of submissions on 6th February 2023 and following that hearing, a further report will be presented to Council for a decision whether to sell the land, part of the land or not to sell the land and whether or not to take title to any of the land.

Item 2: Sale of discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir

The owner of 3 Oakhill Avenue, Reservoir, has confirmed an interest in acquiring the land shown as Lot 5 on Title Plan TP018465R in **Figure 2 of Appendix B** at current market value, as well as agreeing to meet all of the reasonable costs associated with Council selling the land.

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

Whilst numerous letters and emails have been forwarded the owner of 2-4 Joffre Street (St Aphren Syrian Orthodox Church) the owner has chosen not to respond and has remained silent. A further attempt to contact the owner and elicit a response will be made as part of the statutory procedures.

Internal Council departments and Service Authorities were consulted when the road was discontinued in 2001. Yarra Valley Water has a sewer in the land and accordingly an easement was saved over the land in favour of Yarra Valley Water as part of the discontinuance.

Whilst Council currently does not have any assets within the land, an easement for drainage purposes in favour of Council will be created over the land to cater for the installation of drainage in the future.

In addition to the notice on Council's website, all abutting property owners will be advised of the proposal in writing and informed of their right to make a submission at the Hearing of Submissions Committee meeting on 6th February 2023.

At the conclusion of the above consultation, a further report will be presented to Council for a decision whether to sell the land, part of the land or not to sell the land and whether or not to take title to any of the land.

Other Principles for consideration

Overarching Governance Principles and Supporting Principles

- (a) Council decisions are to be made and actions taken in accordance with the relevant law;

Public Transparency Principles

- (c) Council information must be understandable and accessible to members of the municipal community;

Strategic Planning Principles

- (d) strategic planning must identify and address the risks to effective implementation;

Service Performance Principles

- (a) services should be provided in an equitable manner and be responsive to the diverse needs of the municipal community;

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

Both parcels of land are currently occupied as passive open space and any future use of the land will be guided through planning and building regulations and controls.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

The proposed sale of land process accords with relevant principles of the Towards Equity Framework. This includes that all adjoining landowners were:

- Afforded an equal opportunity to purchase the land

- And were not prohibited by language barriers or Covid related issues (which affected their ability to respond).

Economic Development and Cultural Considerations

There are no factors in this report which impact upon economic development considerations.

Operational Impacts

There are no operational impacts for any of the three items. The discontinued roads are not actively managed as public open space.

Legal and Risk Implications

Council has engaged solicitors to manage the discontinuance and sales and mitigate any potential risk borne by Council.

IMPLEMENTATION ACTIONS

Item 1: Sale of discontinued road adjoining the rear of 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

- Commence the statutory process by giving notice of Council's intentions to sell the land on Council's website and written notification to adjoining property owners and occupiers.
- If no submissions are received, that the Chief Executive Officer be delegated authority to complete the statutory procedures for the sale of the land to the owners of 22 and 24 Darebin Boulevard A Governance Report will be presented to Council to report on the Chief Executive Officer's decision.
- If submissions are received, the submissions will be heard at a hearing of submissions on 6th February 2023, a further report will be presented to Council for a decision whether to sell the land, part of the land or not to sell the land and whether or not to take title to any of the land.

Item 2: Sale of discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir

- Commence the statutory process by giving notice of Council's intentions to sell the land on Council's website and written notification to adjoining property owners and occupiers.
- Report back to Council on the outcome of the statutory process and seek a resolution on the sale of the land.

RELATED DOCUMENTS

- Local Government Act 1989
- Local Government Act 2020
- Road Management Act 2004
- Sale of Minor Council Property Assets Policy 2015
- Sale of Minor Council Property Assets Policy 2022
- Toward Equality Framework

Attachments

- Appendix A - Sale of discontinued road adjoining 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir (**Appendix A**)
- Appendix B - Sale of discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir (**Appendix B**)

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

APPENDIX A

ITEM 1: Sale of discontinued road adjoining 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

To contextualise the property matter:

- Victoria Government Gazette notice is shown as **Figure 1**.
- The Title Plan is shown as **Figure 2**.
- The Site Plan is shown as **Figure 3**.
- The Aerial View is shown as **Figure 4**.

Figure 2 – Title Plan discontinued road adjoining 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

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TITLE PLAN		LR USE ONLY	PLAN NUMBER	
		EDITION 5	TP023783W	
LOCATION OF LAND PARISH: MELBURBORA TOWNSHIP: - SECTION: - CROWN ALLOTMENT: - CROWN PORTION: 16 (PARC) LAST PLAN REFERENCE: LOT 1 ON TP003140L DEPTH LIMITATION: DOES NOT APPLY PARENT TITLE REFERENCE: VOL 50/2 FOL 247 AMG CO-ORDINATES: E 325 705 ZONE 55 APPROX. CORNER OF LAND IN PLAN: N 5 825 000		WARNING THIS PLAN REPRESENTS AN EXPECTED DIVISION OF LAND ANY ONE LOT MAY NOT HAVE BEEN CREATED. CHECK THE LOT/PLAN INDEX FOR CURRENT INFORMATION. NOTATIONS THIS PLAN IS NOT BASED ON SURVEY		
EASEMENT INFORMATION				
LEGEND A - APPURTENANT EASEMENT E - ENCUMBERING EASEMENT R - ENCUMBERING EASEMENT (ROAD)		THIS PLAN HAS BEEN PREPARED FOR LAND REGISTRY FOR TITLE DIAGRAM PURPOSES CHECKED BY: <i>David M. Monahan</i> DATE: 26/11/2003 ASSISTANT REGISTRAR OF TITLES		
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN	LAND BENEFITED/FI FAVOUR OF
LOTS 1 TO 12 BOTH INCLUSIVE & 6-1	AS PROVIDED FOR IN SEC.24VC LGA '89	SEE DIAGRAM	SEC.24VC LGA 1989	YARRA VALLEY WATER LTD
Lot 13	Drainage	See diag	AC254840N	Darebin City Council
Lot 12	Drainage	See diag	AC255202S	Darebin City Council
Lot 8, Lot 9	Drainage	See Diag.	AC831892H	Darebin City Council
Lot 7	Drainage	See Diag.	AC854060T	Darebin City Council
Lot 1	Drainage	See Diag.	AC728577N	Darebin City Council
LOT 14	DRAINAGE	SEE DIAG.	AR011-933S	DAREBIN CITY COUNCIL
SEE SHEET 2 FOR DIAGRAM				
BARKER MONAHAN 11 M CRE 291 502 SURVEYING, DEVELOPMENT AND LOCAL GOVERNMENT CONSULTANTS 207 BUNDOCK STREET, RESERVOIR VIC 3074 M: 08 9338 0000 F: 08 9338 0000 LICENSURE: 1078 030 1078 030		LICENSED SURVEYOR DAVID JOHN MONAHAN SIGNATURE DATE 26/11/03 OFF 11743 VERSION 02 (COMPUTER FILE: 2003TP023783W) DATE 26/11/2003		
		SHEET 1 OF 2 SHEETS ORIGINAL SHEET SIZE A3		

Figure 3 - Site Plan discontinued road adjoining 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir

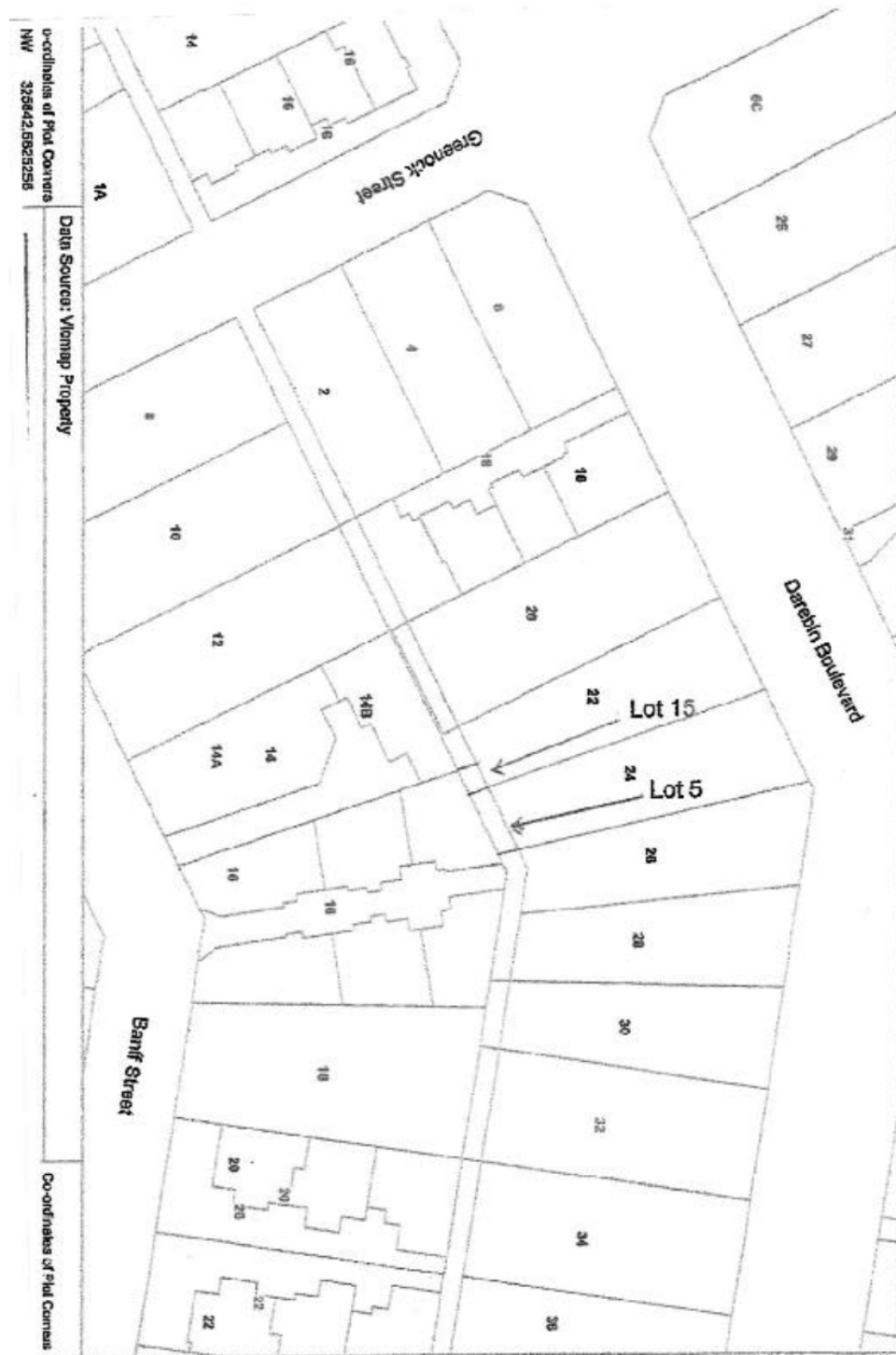
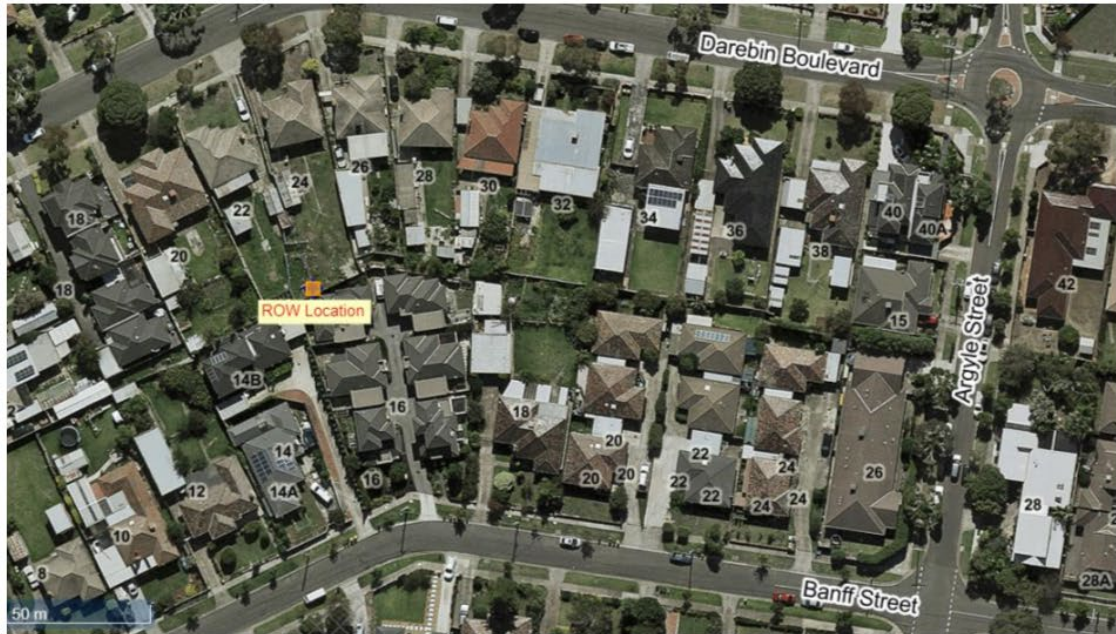


Figure 4 - Aerial View discontinued road adjoining 22 and 24 Darebin Boulevard and 14 and 16 Banff Street, Reservoir



APPENDIX B

Item 2: Discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir.

To contextualise the property matter:

- Victoria Government Gazette notice is shown as **Figure 1**.
- The Title Plan is shown as **Figure 2**.
- The Site Plan is shown as **Figure 3**.
- The Aerial View is shown as **Figure 4**.

Figure 1 - Victoria Government Gazette notice discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir.

Victoria Government Gazette

G 3 18 January 2001

73

GOVERNMENT AND OTHER BUDGET SECTOR AGENCIES
NOTICES

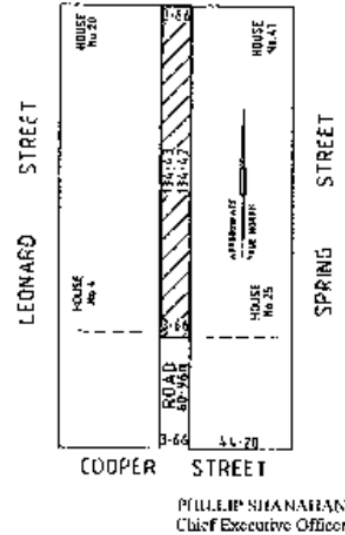
DARBBIN CITY COUNCIL
Road Discontinuance

Pursuant to section 206 and schedule 10, clause 3 of the Local Government Act 1989, the Darbin City Council at its ordinary meeting held on 4 December 2001, formed the opinion that the road at the rear of 25 to 41 Spring Street and 4 to 20 Leonard Street, Preston and shown by hatching on the plan below, is not reasonably required as a road for public use and resolved to discontinue the road and to sell the land from the road by private treaty to the abutting property owners.

The road is to be sold subject to the right, power or interest held by the Darbin City Council in the road in connection with any sewers, drains, pipes, wires or cables under the control of that authority in or near the road.

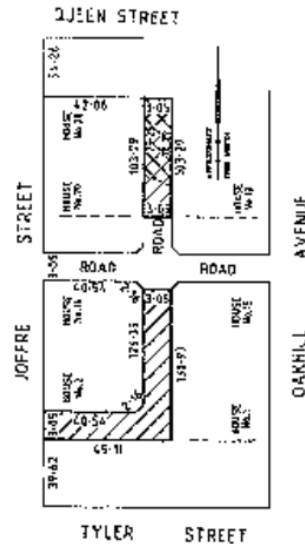
the Darbin City Council at its ordinary meeting held on 4 December 2001, formed the opinion that the road at the rear of 2 to 16 and 20 to 30 Joffre Street, 1 to 15 and 19 to 29 Oakhill Avenue and 222 to 227 Tyler Street, Reservoir and shown by hatching on the plan below, is not reasonably required as a road for public use and resolved to discontinue the road and to sell the land from the road by private treaty to the abutting property owners.

The section of the road shown hatched is to be sold subject to the right, power or interest held by Yarra Valley Water Ltd and the section shown cross-hatched is to be sold subject to the right, power or interest held by both Yarra Valley Water Ltd and the Darbin City Council in the road in connection with any sewers, drains, pipes, wires or cables under the control of that authority in or near the road.



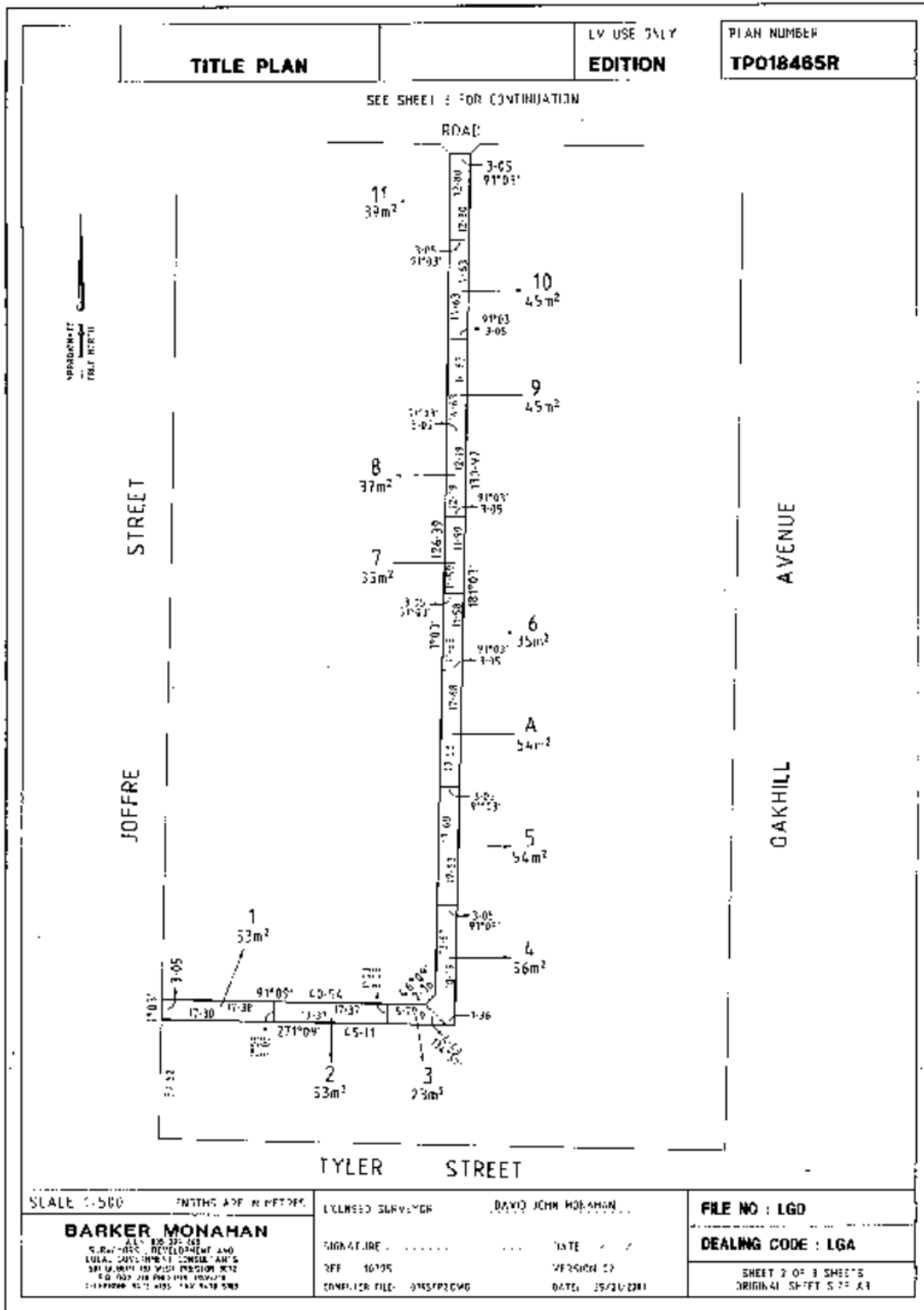
PHILLIP SHANAHAN
Chief Executive Officer

DARBBIN CITY COUNCIL
Road Discontinuance
Pursuant to section 206 and schedule 10,
clause 3 of the Local Government Act 1989,



PHILLIP SHANAHAN
Chief Executive Officer

Drawn by JANDP/33 Encak.mp 01/11/2021 7:39 Page 2 of 4



D:\w\c\l\p\2021\20211129 Page 29 of 4

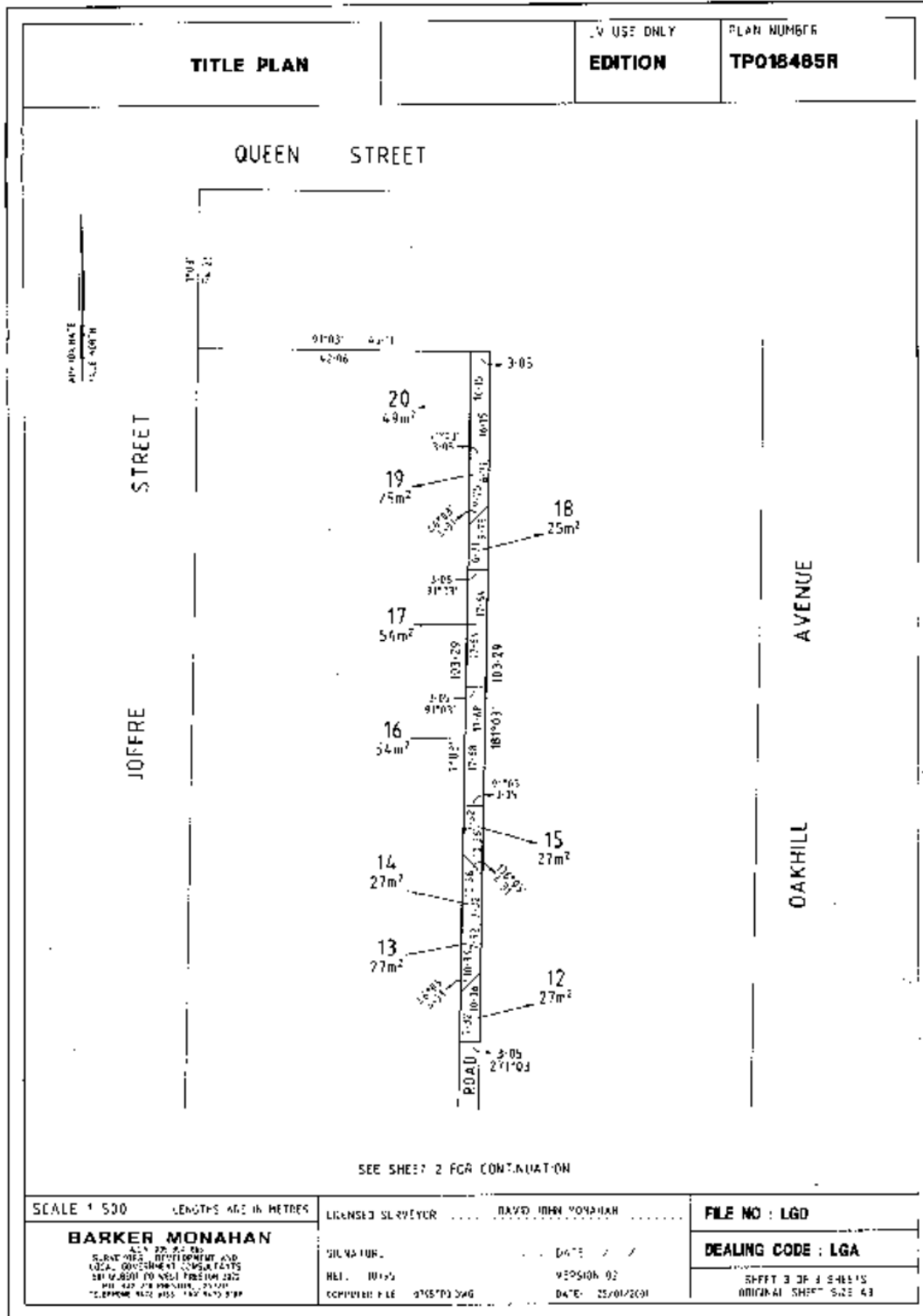


Figure 3 - Site Plan discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir.



Figure 4 - Aerial View discontinued road adjoining 3 Oakhill Avenue and 2-4 Joffre Street, Reservoir.



9.6 GOVERNANCE REPORT - NOVEMBER 2022**Author:** Coordinator Governance Services**Reviewed By:** Manager Corporate Governance

EXECUTIVE SUMMARY

The matters covered under the Governance Report for the month of November 2022 are:

- Summary of Advisory Committees, Councillor Briefing and other informal meetings of Councillors
- Reports by Mayor and Councillors
- Councillor Expenses Report for the quarter from 1 July to 30 September 2022
- Approval of Public Transparency Policy
- Update of Instrument of Delegation to members of Council Staff
- Audit and Risk Committee Meeting Summary Minutes
- Audit and Risk Committee Revised Charter
- Extension of the Independent Chair of the CEO Employment Matters Committee
- Response to the Municipal Association of Victoria (MAV) review of Regional Groupings of Councils – Options Paper.
- Councillor approved training and development for noting

Officer Recommendation

That Council:

- (1) Notes the Governance Report – November 2022.
- (2) Notes the Summary of Advisory Committees, Councillor Briefings and other Informal Meetings of Councillors at **Appendix A** to this report, for incorporation in the minutes of this meeting
- (3) Notes that reports by Mayors and Councillors submitted prior to the meeting and circulated to Councillors, will be incorporated in the minutes of this meeting
- (4) Notes the Councillor Expenses Report for the quarter from 1 July 2022 to 30 September 2022, at **Appendix B** to this Report.
- (5) Endorses the Public Transparency Policy 2020 at **Appendix C** to this Report.
- (6) In the exercise of the powers conferred by Section 11 of the *Local Government Act 2020* (the Act) and the other legislation referred to in the attached Instruments of Delegation, resolves:
 - a) To delegate to the members of Council staff holding, acting in or performing the duties of the officers or positions referred to in the '*Instrument of Delegation to members of Council staff (S6)*' (**Appendix D**) the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
 - b) Adopts and affix Council's Common Seal to the following Instruments of Delegation provided as attachments to this report:

- Instrument of Delegation from Council to members of Council Staff (S6) (**Appendix D**);
- c) That these instruments come into force immediately the Common Seal of Council is affixed to each instrument.
- (7) Notes that the Chief Executive Officer, pursuant to Section 47 of the Act may by instrument of delegation delegate any power, duty or function of Council that has been delegated to the Chief Executive Officer by the Council to (a) a member of Council staff, or (b) the members of a Community Asset Committee, if any.
- (8) Notes the Audit and Risk Committee Meeting Summary Minutes at **Appendix E** to this Report.
- (9) Endorses the Audit and Risk Committee Revised Charter at **Appendix F** to this Report.
- (10) Confirms the offer of extension of appointment to the Independent Chair of the CEO Employment Matters Committee for a further period from 26 November 2022 to 31 May 2023.
- (11) Notes the Options Paper prepared by the Municipal Association of Victoria (MAV) following their review of the Regional Groupings of Councils.
- (12) Endorses the grouping of Councils provided with Central Option 2 in the MAV Options Paper – Regional Groupings of Councils.
- (13) Notes in accordance with clause 14.10 of the Councillor Support and Expenses policy, the Chief Executive Officer has approved Cr Newton to participate in the Williamson Community Leadership Program 2023.
- (14) Notes the cost to Council for Councillor Newton to participate in the program is \$16,000 exclusive GST. This cost will be aggregated across the remainder of this Council term therefore reducing future training opportunities for Councillor Newton.

BACKGROUND / KEY INFORMATION

In accordance with Council's Governance Rules 2020, the agenda for each Ordinary Meeting is required to list certain governance / administrative matters in addition to other specified items. These include Reports of Standing Committees i.e. Hearing of Submissions Committee, Summary of Meetings i.e. Briefings, Advisory Committee, responses to Public Questions taken on notice and reports by Mayor and Councillors.

In accordance with best practice, good governance principles, transparent and account reporting, officers deem it appropriate to consolidate governance / administrative type nature reports into one standing report to provide a single reporting mechanism for a range of statutory compliance, transparency and governance matters. This also ensure compliance with the requirements of the *Local Government Act 2020* ('the Act'), Council's Governance Rules and related regulations.

Additionally, this report incorporates matters including but not limited to reporting of advisory committees, items relating to the delegation of Council powers, policy and strategy reporting, and the reporting on Councillors' expenses.

Previous Council Resolution

This matter is not the subject of a previous Council resolution.

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 1: Vibrant, Respectful and Connected

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

4.1 We will ensure balanced and responsible financial decision making that meets the needs of our community now and into the future

DISCUSSION

Matters covered in this report for the month of November 2022 are:

Summary of Advisory Committees, Councillor Briefing and other informal meetings of Councillors

Council's Governance Rules 2020 require any meeting of an Advisory Committee established by Council and attended by at least one Councillor, or a scheduled or planned meeting to discuss the business of Council, including briefing Councillors, and which is attended by at least half of the Councillors and one member of Council staff (excluding Council, Delegated Committee or Community Asset Committee meetings), the Chief Executive Officer must ensure that a summary of the meeting is:

- a) Tabled at the next convenient Council meeting; and
- b) Recorded in the minutes of that Council meeting

The summary of the meeting should include:

- a) Time, date and location of the meeting;
- b) Councillors in attendance;
- c) Topics discussed;
- d) Positions of council officers in attendance;
- e) The organisation that any attendees external to council are representing; and
- f) Conflicts of interest declared, including the reason

The following Advisory Committees, Councillor Briefings or other Informal Meetings of Councillors are summarised at **Appendix A**:

- Audit and Risk Committee Meeting – 12 October 2022
- Councillor Briefing Session – 17 October 2022
- Councillor Briefing Session – 7 November 2022
- Councillor Briefing Session – 14 November 2022
- Darebin Interfaith Advisory Committee – 16 November 2022

Reports by Mayor and Councillors

By 4.00pm on the day of each Ordinary Council Meeting, the Mayor and Councillors submit a report detailing their attendance at various functions and activities since the last Council Meeting. These reports will be recorded in the minutes of this meeting.

Councillor Expenses (1 July 2022 – 30 September 2022)

Councillor Expenses Report for the period from 1 July 2022 to 30 September 2022, are included at **Appendix B** to this report. The Councillor Expenses report will also be made available on Council's website.

Public Transparency Policy

Council adopted its 'Public Transparency Policy' in July 2020 which was a legislated requirement of the new *Local Government Act 2020*. The policy adopted was based on an industry developed model template that seeks to empower the community through easy access to information and community engagement to inform decision making and strengthen good governance. The Public Transparency Policy adopted in 2020 was due for review in June 2022.

The Policy was presented to Council in its meeting held on 27 June 2022 with a recommendation to extend the Policy for 2 years until June 2024. Council resolved to endorse the Policy until 26 September 2022 to allow for a review to be undertaken and presented back to Council.

The Policy was subsequently due to be presented to Council at its meeting on 26 September 2022 but was withdrawn on the day to allow for further feedback from Councillors.

The draft Public Transparency Policy describes the way in which Council information is to be made publicly available (section 57) and give effect to the public transparency principles prescribed in section 58 of the Act.

The purpose of this policy is to:

- Increase public trust and confidence in the Council and its decision-making through greater understanding and awareness;
- Facilitate access to information held by the Council in a timely manner;
- Support good governance and accountability;
- Provide greater clarity around Council and its decision making; and ensure compliance with legislative obligations

The reviewed draft Policy is in Council's new policy template with key refinements and additions that include:

- Definitions of the important terms for better clarity;
- Clear provisions regarding how decision would be taken in the council meetings;
- Broader requirements for transparent disclosure for the confidential items to be discussed in the closed meetings;
- Outlines what information will be made publicly available by the council and how it will be made available and identifies information that will not be made publicly available; and

- Detailed provisions regarding factors to be considered for determining that release of the information is contrary to the Public Interest.

The draft Policy was presented at the Councillor briefing on 12 September 2022 for feedback and comments.

The draft Policy is attached at **Appendix C** to this report for the approval and endorsement.

Update to Instrument of Delegation to members of Council Staff

It is essential and in the interests of effective governance to encourage the delegation of decision making to the lowest competent level within the organisation. This will achieve the best use of the abilities of elected Councillors and Officers, ensure cost effective use of resources, and promote the development of efficient and effective management. Authority and responsibility are inseparable. Those with responsibility for a task or function should always have the authority to carry it out effectively. Those with authority should always be responsible for its wise and prudent use. Delegations cannot, however, remove from the Council and senior management the ultimate accountability for the affairs of Council.

As a result of the creation of the role of Assistant Manager City Development, the Instrument of Delegation to members of Council staff (S6) has been updated to provide this role with the appropriate level of delegation.

The updated S6 Instrument of Delegation is attached at **Appendix D** to this report.

Audit and Risk Committee Meeting Summary Minutes

The summary minutes for the Audit and Risk Committee meeting held on 12 October 2022 is provided at **Appendix E** to this report for transparency for both Council and the Darebin Community.

Audit and Risk Committee Revised Charter

The Audit and Risk Committee Charter is reviewed annually and was presented to the Committee for discussion and formal review at 12 October 2022 Committee meeting.

The revised Charter was approved by the Committee is attached at **Appendix F** to this report for Council endorsement.

Extension of the appointment of the Independent Chair of the CEO Employment Matters Committee

The Independent Chair, Mary Crooks, was appointed on 25 November 2019 for a period of 2 years, with the option of a further extension for 12 months.

On 15 June 2021 Council adopted the CEO Employment Matters Committee Charter. The Committee Charter formalises the future terms and arrangements for the appointment of the Independent Chair of the Committee and confirms that appointments will be made by Council.

In accordance with the current Committee Charter, any decision regarding the Independent Chair shall be made by Council. This report is seeking decision by Council to offer an extension to the appointment of the Independent Chair for a further period to 31 May 2023.

It is noted that the Independent Chair has been in this position since 2017 and served two full terms. During the period of extension, the position of Independent Chair of the CEO Employment Matters Committee will be advertised in accordance with good practice and in alignment to the approach for the Independent Chair of the Audit and Risk Committee. A public recruitment process will be undertaken to appoint the position of Independent Chair and a recommendation or appointment will be presented to Council at its meeting on 22 May 2023. The current Independent Chair is welcome to apply, consistent with the approach for the Audit and Risk Committee.

MAV Review of the Regional Groupings of Councils

The Municipal Association of Victoria (MAV) have undertaken a review of the Regional Groupings of Councils and published an Options Paper for comment.

The MAV President wrote to Council on 19 October 2022 inviting Council to provide written feedback by Wednesday 7 December about the configuration of the MAV Board regional groupings of councils as proposed in the Options Paper.

Option 1 most reflects the inclusion of Darebin alongside other northern region Councils, aligned to the Northern Councils Alliance (NCA). This proposed grouping includes Banyule, Darebin, Hume, Merri-bek, Nillumbik and Whittlesea Councils.

Option 2 most reflects the inclusion of Darebin alongside Melbourne Metro Council, aligned to the M9 collaboration of Councils. This proposed grouping includes Darebin, Maribyrnong, Melbourne, Merri-bek, Moonee Valley, Port Phillip and Yarra Councils.

In balancing the grouping that provides the most strategic opportunity for Darebin, the recommendation is that the alignment of strategic issues and strategic advocacy will be best served at this time through Option 2.

Training and Development

The Councillor Support and Expenses Policy provides for Councillors to access ongoing training and professional development throughout their Council term.

Council provides a maximum of \$7,000 per annum per Councillor for training and development activities. Notwithstanding this annual allowance, the Chief Executive Officer, upon application, can consider the approval of training and development opportunities that exceeds the \$7,000 per annum threshold.

The Chief Executive Officer approved the request on the basis the amounts will be deducted from Councillor Newton's \$7,000 per annum allocation for 2022/23, 2023/24 and remainder from the 2024/25 allocation.

The Williamson Community Leadership Program runs over 12 months and looks at individual leadership. The program continually challenges individuals to how and why they lead and seeks to impact leadership in complex and rapidly changing environments to support the organisation and community to adapt and thrive in today's world.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES**Financial Management**

The total cost of the external appointment of the Councillor Conduct Officer is difficult to predict because the work volume is based on the number of complaints. The quote provided to Council at its meeting on 19 July, based on an hourly rate as is common for legal services of this type, remains.

Community Engagement

Not applicable

Other Principles for consideration

Not applicable

Overarching Governance Principles and Supporting Principles

(i) the transparency of Council decisions, actions and information is to be ensured.

Public Transparency Principles

(b) Council information must be publicly available unless (i) the information is confidential by virtue of this Act or any other Act; or (ii) public availability of the information would be contrary to the public interest;

Strategic Planning Principles

Nil

Service Performance Principles

(a) services should be provided in an equitable manner and be responsive to the diverse needs of the municipal community;

COUNCIL POLICY CONSIDERATIONS**Environmental Sustainability Considerations (including Climate Emergency)**

Nil

Equity, Inclusion, Wellbeing and Human Rights Considerations:

Nil

Economic Development and Cultural Considerations

Nil

Operational Impacts

Nil

Legal and Risk Implications

Nil

IMPLEMENTATION ACTIONS

The Councillor Expenses (1 July 2022 to 30 September 2022), Public Transparency Policy and S6 Instrument of Delegation of Members of Council Staff will be published on the Darebin website.

Related Documents

Nil

Attachments

- Summary of Advisory Committees, Councillor Briefing and other informal meetings of Councillors (**Appendix A**)
- Councillor Expenses (1 July 2022 - 30 September 2022) (**Appendix B**)
- Public Transparency Policy (**Appendix C**)
- S6 Instrument of Delegation of Members of Council Staff - October 2022 (**Appendix D**)
- Audit and Risk Committee Meeting Summary Minutes - 12 October 2022 (**Appendix E**)
- Audit and Risk Committee Revised Charter (**Appendix F**)

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Audit and Risk Committee Meeting
	Date:	Wednesday 12 October 2022
	Location:	Council Chambers, Darebin Civic Centre
PRESENT:	Committee Members:	<ul style="list-style-type: none"> • Lisa Tripodi (Independent External Member) (Chairperson) • Dr. Marco Bini (Independent External Member) • Jonathan Kyvelidis (Independent External Member) • Cr. Lina Messina (Mayor and Committee Member) (arrived at 1:20 pm) • Cr. Tom Hannan (Committee Member)
	Council Staff:	<ul style="list-style-type: none"> • Peter Smith – Chief Executive Officer • Jodie Watson – General Manager Governance and Engagement • Rachel Ollivier – General Manager City Sustainability and Strategy • Sam Hewett – General Manager Operations and Capital • Shadi Hanna – Acting General Manager Community • Jacinta Stevens – Manager Corporate Governance • Bobbie-Lea Bright - Coordinator Risk and Improvement • Lalitha Koya – Manager Information Services (Item 6.3) • Sadiq Mohammad – Chief Finance Officer (Item 7.1 and 7.2) • Michael O’Riordan – Coordinator Financial Accountant (Item 7.1 and 7.2) • Dean Gibbons – Coordinator Management Accountant (Item 7.1 and 7.2) • Thomas Thai – KPMG Senior Consultant (Item 7.1 and 7.2) • Yvette Fuller – Manager People and Culture (Item 8.2) # • Vicky Guglielmo – Manager Creative Culture and Events (Item 9.2) # <p>Minutes</p> <ul style="list-style-type: none"> • Ilker Destan – Audit and Compliance Officer <p># attended virtually</p>

SUMMARY OF MEETINGS – PUBLIC RECORD (CONT)

	Other:	Internal Auditor <ul style="list-style-type: none"> Kapil Kukreja (Partner - HLB Mann Judd) External Auditor <ul style="list-style-type: none"> Phil Delahunty – Partner, RSD Audit
APOLOGIES:		<ul style="list-style-type: none"> Mark Holloway – Partner, HLB Mann Judd Kathryn Pound – Manager City Development

The Meeting commenced at 1:35 PM

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Welcome and Acknowledgement of Country	
2	Apologies	
3	Disclosures of Conflicts of Interest	None declared
4	Confirmation of the Minutes of the previous Audit Committee Meeting	
5	CEO Quarterly Update	Action 1, Action 2
6	Standing Reports	6.1 – Actions Arising from Previous Meeting Action 3 6.2 - Committee Work Plan Report Action 4, Action 5, Action 6 6.3 – Information Services Report Action 7, Action 8, Action 9
Item 7	Financial Reports	7.1 – Draft 2021-22 Financial Statement and Performance Report Action 10, Action 11, Action 12, Action 13, Action 14, Action 15, Action 16, Action 17, Action 18 7.2 – VAGO Closing Report, Draft Management and Representation Letter and Final Management Letter for the year ended 30 June 2022 7.3 – Governance and Management Checklist Action 19
Item 8	Risk Management	8.1 – Quarterly Safety Report Action 20, Action 21 8.2 – Quarterly Risk Management Report Action 22, Action 23, Action 24, Action 25, Action 26, Action 27, Action 28, Action 29,

SUMMARY OF MEETINGS – PUBLIC RECORD (CONT)

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
		Action 30, Action 31
Item 9	Internal Audit	9.1 – Internal Audit Program Status and Audit Scopes for Approval 9.2 – Completed Internal Audits Action 32 9.3 – Outstanding Audit Actions Report 9.4 – Recent Report and Publications
Item 10	Governance	10.1 – Committee Management Report Action 33

The Meeting concluded at 4:29 PM

RECORD COMPLETED BY:	Officer Name:	Ilker Destan
	Officer Title:	Audit and Compliance Officer

This form is to be completed by the nominated Council Officer and returned to the Council Business Team within 3 working days for inclusion the agenda of the next Council meeting and in the register available for public inspection.



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing Session
	Date:	17 October 2022
	Location:	In person / Hybrid meeting - Ngurungaeta Room
PRESENT:	Councillors:	Cr. Lina Messina (Mayor) (Chairperson), Cr. Trent McCarthy (Deputy Mayor), Cr. Gaetano Greco, Cr. Tom Hannan, Cr. Susan Rennie, Cr. Julie Williams
	Council Staff:	<p>Peter Smith, Chief Executive Officer,</p> <p>Rachel Ollivier, General Manager City Sustainability & Strategy (item 5.3)</p> <p>Sam Hewett, General Manager Operations and Capital</p> <p>Jodie Watson, General Manager Governance and Engagement (item 4.2, 5.1)</p> <p>Shadi Hanna, Acting General Manager Community (item 4.1, 5.2)</p> <p>Melanie McCarten, Acting Manager Recreation & Libraries (item 4.1)</p> <p>Sadiq Mohammed, Chief Financial Officer (item 4.2)</p> <p>Michael O'Riordan, Coordinator Financial Accountant (Item 4.2)</p>
	Other:	John Watson, Municipal Monitor
APOLOGIES:		Cr. Emily Dimitriadis, Cr. Tim Laurence, Cr. Susanne Newton,

The Meeting commenced at 3.05pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
	Councillors, CEO and Municipal Monitor discussion	No disclosures
4.1	Contract Award CT202243 – Management and Operations of Northcote Public Golf Course	No disclosures
4.2	Draft 2021-22 Financial Statement and Performance Report	No disclosures

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.3	General Business	No disclosures
5.1	Property Matters October 2022	No disclosures
5.2	Stakeholder Dinner - Islamic Society of Victoria	-
5.3	Solar Saver Selection of New Service Provider	No disclosures

The Meeting concluded at 5.20pm

RECORD COMPLETED BY:	Officer Name:	Jodie Watson
	Officer Title:	General Manager Governance and Engagement



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing Session
	Date:	7 November 2022
	Location:	In person / Hybrid meeting - Ngurungaeta Room
PRESENT:	Councillors:	Cr. Lina Messina (Mayor) (Chairperson), Cr. Trent McCarthy (Deputy Mayor), Cr. Tom Hannan, Cr. Susan Rennie, Cr. Julie Williams, Cr. Emily Dimitriadis* Cr Tim Laurence joined the briefing at 6.15pm <i>*virtual attendance</i>
	Council Staff:	Peter Smith, Chief Executive Officer Rachel Ollivier, General Manager City Sustainability & Strategy Sam Hewett, General Manager Operations and Capital Jodie Watson, General Manager Governance and Engagement (item 4.2) Shadi Hanna, Acting General Manager Community (item 4.1) Melanie McCarten, Acting Manager Recreation & Libraries (item 4.1) Chris Ryan, Manager Property & Asset Property (item 4.2)
	Other:	John Watson, Municipal Monitor
APOLOGIES:		

The Meeting commenced at 5.05pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.1	Contract Award CT202243 – Management and Operations of Northcote Public Golf Course (2)	
4.2	Road and Place Naming Policy & Naming Priorities (4)	
4.3	General Business	

The Meeting concluded at 7.17pm

RECORD COMPLETED BY:	Officer Name:	Jodie Watson
	Officer Title:	General Manager Governance and Engagement



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing Session
	Date:	14 November 2022
	Location:	In person / Hybrid meeting - Ngurungaeta Room
PRESENT:	Councillors:	Cr. Lina Messina (Mayor) (Chairperson), Cr. Trent McCarthy (Deputy Mayor), Cr. Tom Hannan. Cr. Rennie joined the briefing at 4.18pm
	Council Staff:	Peter Smith, Chief Executive Officer Rachel Ollivier, General Manager City Sustainability & Strategy Sam Hewett, General Manager Operations and Capital Jodie Watson, General Manager Governance and Engagement Shadi Hanna, Acting General Manager Community Chad Griffiths, Manager City Futures (item 4.1, 4.2) Stevie Meyer, Coordinator Strategic Planning (Item 4.1, 4.2) Hamish Jacobson, Senior Strategic Planner (Item 4.2) Sarah Lane, Senior Strategic Planner (Item 4.2) Kathryn Pound, Manager City Development (Item 4.3) Munir Vahanvati, City Designer (Item 4.3) Carmela Tornatore, Planning Appeals Advocate (Item 4.3) Neil Cooney, Assistant Manager City Development (Item 4.3) Deniz Yener-Korematsu, Principal Planner (Item 4.3) Alex McKenna-Cocks, Principal Planner (Item 4.3)
	Other:	John Watson, Municipal Monitor
APOLOGIES:		Cr. Emily Dimitriadis Cr. Gaetano Greco Cr. Tim Laurence Cr. Susanne Newton Cr. Julie Williams

The Meeting commenced at 3.30pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.1	Thornbury Park Estate Heritage C191dare - Panel Report and Next Steps	
4.2	Consultation results and next steps - Central Preston	
4.3	Pre- Planning Committee Meeting Questions and Discussion	Cr. Hannan declared a conflict with regard to a planning matter on Bastings Street as he resides nearby.
4.4	General Business	

The Meeting concluded at 4.44pm

RECORD COMPLETED BY:	Officer Name:	Jodie Watson
	Officer Title:	General Manager Governance and Engagement



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Darebin Interfaith Advisory Committee
	Date:	16 November 2022
	Location:	Thornbury Church of Christ (390-398 St Georges Rd, Thornbury)
PRESENT:	Councillors:	None
	Council Staff:	Ana Galvez
	Other:	Victoria Police, Northern Community Church of Christ, Community Representative, Thornbury Church of Christ
APOLOGIES:		Salvation Army Reservoir, Sikh Interfaith Council of Victoria, Preston Mosque, Community Representative, Focolare Movement, West Preston Baptist Church, Bahai Community of Darebin

The Meeting commenced at 3.45pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Update - Good news and acknowledgement of festivities shared - Other Business	No disclosures were made
2	Actions from previous meeting - Update: MOU Stakeholder Dinner - Pledge/Aspiration online session - Tour to a Place of Worship - End of the Year Interfaith Dinner	No disclosures were made
3	Update on Work Plan <ul style="list-style-type: none"> • Pledge/Aspiration: revised and edited collectively • Place of Worship Tour: nominated 2 places to enquiry • Discussed end of the year dinner: location offered by a committee member 	No disclosures were made

The Meeting concluded at 7pm

RECORD COMPLETED BY:	Officer Name:	Officer Ana Galvez
	Officer Title:	Interfaith & Multicultural Officer

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Councillor Expenses - 1 July to 30 September 2022 (If applicable GST is excluded)

	Cr Dimitriadis	Cr Greco	Cr Hannan	Cr Laurence	Cr McCarthy	Cr Messina	Cr Newton	Cr Rennie	Cr Williams	Total
										\$
Councillor Allowances	9,684	9,684	9,684	9,684	16,061	32,123	9,684	9,684	9,684	115,972
Mobile (Usage & Data Plan)	95	95	95	95	95	95	95	95	95	855
Internet	41	41	41	41	41	41	41	41	41	369
Travel (Cabcharge/misc travel expenses)		795				150		22		967
Family care										
Conferences/training (Inc. all related costs/travel/meals/accom)	164			164						328
Functions/events				57		80				137
Subscription	90					90	90	90	90	450
Stationary/equipment		689				82				771
Mayoral Vehicle										
Total net expenses	10,074	11,304	9,820	10,041	16,197	32,661	9,910	9,932	9,910	119,849

Notes:

* As per the Victorian Independent Remuneration Tribunal's Report on 'Allowance payable to Mayors, Deputy Mayors and Councillors', Cr. McCarthy as Deputy Mayor is entitled to receive an allowance specifically for the Deputy Mayor with effect from 18 December 2021. The above change was noted by the Council in its meeting held on 28 March 2022.

Telephone and internet charges are recorded in the month they are incurred. All other expenses are reported on a cash basis.

Internet charges are included under Mobile Usage and Data Plan

Reimbursements to Council include payments from Councillors owed for a range of previous months which were paid for within this quarter

Further explanation of the expense categories is available in the City of Darebin Councillor Support and Expenses Policy June 2021.



This policy, which incorporates the statutory requirements prescribed for a Public Transparency policy in accordance with Clause 57 and 58 of the *Local Government Act 2020*, was adopted by resolution of Darebin City Council on 20 July 2020.

Version	Date Adopted by Council	Amendment
1.0	20 July 2020	
1.1	__ November 2022	

Legislation/ Regulation	<i>Local Government Act 2020</i>
Author	Coordinator, Governance Services
Policy Owner/ Sponsor	Manager, Governance and Corporate Strategy
Date Effective	2022
Review Date	Within 6 months after General Election and every four years thereafter
Version Number	1.1
Document ID	XXXX
Content enquiries	Coordinator Governance Services Governance.services@darebin.vic.gov.au



Public Transparency Policy 2020

1. Purpose	<p>The purpose of this policy is to:</p> <ul style="list-style-type: none"> • increase public trust and confidence in the Council and its decision-making through greater understanding and awareness; • facilitate access to information held by the Council in a timely manner; • support good governance and accountability; • provide greater clarity around Council and its decision making; and ensure compliance with legislative obligations. 										
2. Scope	<p>This policy applies to Councillors, Council staff and other personnel (including contractors) of the Council.</p> <p>This policy covers:</p> <ul style="list-style-type: none"> • Documentary information • Process information including the basis upon which decisions are made • How information will be made available to the public. 										
3. Definitions and Abbreviations	<p>Act - means the <i>Local Government Act 2020</i> (Vic).</p> <p>Closed Meeting - means when Council resolves to close the meeting to the general public in accordance with the provisions of the Act.</p> <p>Consultation - means the process of seeking input on a matter.</p> <p>Community - means the residents and ratepayers of, and visitors to, the Municipal District and may, depending on the context, refer to all of those people or to particular subsets of those people.</p> <p>Confidential Information - means confidential information as defined in section 3(1) of the Act:</p> <table border="1" data-bbox="432 1608 1289 1937"> <thead> <tr> <th>Type</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Council business information</td> <td>Information that would prejudice the Council's position in commercial negotiations if prematurely released.</td> </tr> <tr> <td>Security information</td> <td>Information that is likely to endanger the security of Council property or the safety of any person if released.</td> </tr> <tr> <td>Land use planning information</td> <td>Information that is likely to encourage speculation in land values if prematurely released.</td> </tr> <tr> <td>Law enforcement information</td> <td>Information which would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person if released.</td> </tr> </tbody> </table>	Type	Description	Council business information	Information that would prejudice the Council's position in commercial negotiations if prematurely released.	Security information	Information that is likely to endanger the security of Council property or the safety of any person if released.	Land use planning information	Information that is likely to encourage speculation in land values if prematurely released.	Law enforcement information	Information which would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person if released.
Type	Description										
Council business information	Information that would prejudice the Council's position in commercial negotiations if prematurely released.										
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Land use planning information	Information that is likely to encourage speculation in land values if prematurely released.										
Law enforcement information	Information which would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person if released.										



Legal privileged information	Information to which legal professional privilege or client legal privilege applies
Personal information	Information which would result in the unreasonable disclosure of information about any person or their personal affairs if released.
Private commercial information	Information provided by a business, commercial or financial undertaking that relates to trade secrets or that would unreasonably expose the business, commercial or financial undertaking to disadvantage if released
Confidential meeting information	Records of a Council and delegated committee meetings that are closed to the public to consider confidential information
Internal arbitration information	Confidential information relating internal arbitration about an alleged breach of the Councillor code of conduct
Councillor Conduct Panel confidential information	Confidential information relating to a Councillor Conduct Panel matter
Confidential information under the 1989 Act	Information that was confidential information for the purposes of section 77 of the Local Government Act 1989
Information prescribed by regulations	Information prescribed by the Act's regulations to be confidential information
Confidential information under other legislation	Information that is deemed confidential by virtue of any other legislation

Council - means Darebin City Council.

Council Information - means all documents and other information held by Council.

Council Website - means Council's website at www.darebin.vic.gov.au

FOI means freedom of information

FOI Act means the *Freedom of Information Act 1982* (Vic)

Governance Rules - means the governance rules adopted by Council under section 60 of the Act, as amended from time to time.

Meeting – means a meeting of Council or a Delegated Committee

Municipal Community means:

- a) people who live in the municipal City of Darebin;
- b) people and bodies who are ratepayers of Darebin;
- c) traditional owners of land in the municipal City of Darebin; and
- d) people and bodies who conduct activities in the municipal City of Darebin.

Personal Information - means personal information as defined in section 3(1) of the *Privacy and Data Protection Act 2014* (Vic).



	<p>Public Interest Test means the standard test Council will apply when determining whether release of information is contrary to the public interest. Council will consider the harm likely to be created by releasing the information and the public benefit in being transparent. When considering possible harm to the community or members of the community. Potential harm to the City will only be a factor if it would also damage the community, such as where it involves a loss of public funds or prevents Council from performing functions.</p> <p>Public Transparency Principles – means the Public Transparency Principles set out in section 58 of the Act and reproduced in 7.2 of this Policy.</p> <p>Requestor - means a person making a request to access Council information under and in accordance with this Policy.</p> <p>Transparency means enabling others to see and understand how the organisation operates in an honest way. It also means to ensure the availability of all information needed in order to collaborate, cooperate and make decisions effectively.</p>
4. Policy Statement(s)	<p>Transparency and access to government information is a core principle of democratic governance. Systems that are open, accountable and honest are fundamental to building trust within the community and enabling fully informed engagement in the democratic process. Without Transparency and engagement, the core responsibilities of local government cannot be achieved.</p> <p>Transparency and information sharing better enable the Municipal Community to contribute to policy formulation, assist regulation compliance, support decision making and evaluate service delivery performance.</p> <p>The <i>Local Government Act 2020</i> (Vic) (the Act) supports Council's commitment to the principles of open, honest and accountable governance. One of the overarching principles of the new Act is that the transparency of Council decisions, actions and information is to be ensured. This policy formalises Councils' commitment to transparency in its decision-making processes and the public awareness of the availability of Council information.</p> <p>This policy fulfils Councils' requirement to adopt and maintain a public transparency policy under s 57 of the Act and gives effect to the Public Transparency Principles outlined in s 58.</p>
5. Responsibilities	As listed at section 9 of this policy.



<p>6. Breach/Non-compliance of Policy</p>	<p>Breaches of policies are treated seriously. Any concerns about non-compliance should be reported immediately to the owner of this policy.</p> <p>If a member of the community wishes to question a decision about the release of information:</p> <ul style="list-style-type: none"> • This should be raised directly with the officer handling the matter in the first instance. • If still not satisfied and would like to further review the decision, this can be reported to the Freedom of Information Officer at the Council. • If still not satisfied and would like to contest the decision, this can be reported in accordance with Councils Complaints Handling Procedures. <p>If not satisfied with Council's response, the concerns can be raised directly through:</p> <p>Victorian Ombudsman Level 9 North Tower 459 Collins Street Melbourne 3000 Tel: 03 9613 6222 Website: www.ombudsman.vic.gov.au/complaints</p> <p>Or, where the complaint relates to management of privacy</p> <p>Office of the Victorian Information Commissioner PO. Box 24274 Melbourne, Vic 3000 Telephone: 1300 00 6842 Email: enquiries@ovic.vic.gov.au Website: www.ovic.vic.gov.au</p>
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7. PUBLIC TRANSPARENCY AND DECISION MAKING

7.1 What Is Public Transparency

Transparency and accountability go hand in hand. Openness, accountability, and honesty define local government transparency and Council's obligation to share information with the community.

Transparency is central to the ability of the community to hold its elected and appointed officials accountable. Public transparency, in the local government context, requires that the work of the Council is:

- Conducted openly;
- Accompanied by information made freely and proactively available to the community and stakeholders; and
- Supportive of participation in decision making.



Exceptions should be minimal and in accordance with law. An explanation should always be provided as to why information will not be released or why a decision cannot be made with full transparency.

7.2 Public Transparency Principles

Council commits to the following principles for Public Transparency as set out in s 58 of the Act:

- a) Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of this Act or any other Act.
- b) Council information must be publicly available unless—
 - i. The information is confidential by virtue of this Act or any other Act; or
 - ii. Public availability of the information would be contrary to the public interest.
- c) Council information must be understandable and accessible to members of the municipal community.
- d) Public awareness of the availability of Council information must be facilitated.

Council will give effect to and implement the Public Transparency Principles in accordance with this Policy.

7.3 Decision Making at Council Meetings

7.3.1 Council must make decisions in accordance with its obligations under the Act, Rules and adopted policies.

7.3.2 Council must ensure that decisions made at Council Meetings are:

- a) Undertaken in accordance with *the Act* and the Governance Rules.
- b) Conducted in an open and transparent forum, unless closed in accordance with the provisions in the Act and Governance Rules.
- c) Informed through community engagement, in accordance with the Community Engagement Principles and the Council's Community Engagement Policy.
- d) Made fairly and on the merits, and where any person whose rights will be directly affected by a decision of the Council, that person will be entitled to communicate their views and have their interests considered, in accordance with the law.

7.3.3 Decisions made at Council meetings are informed by Council reports that are prepared by officers and included in the agenda. Council meeting agendas are made available to the community in advance of each meeting in accordance with the Governance Rules. Council meetings will be open to the public to attend or view unless closed in accordance with the provisions in the Act and Governance Rules.

7.3.4 Council must display records of its meetings in accordance with its Governance Rules. The public will be able to access the minutes and video recording of meetings via Council's website.



7.3.5 Where Council closes a meeting to the public, or closes part of a meeting to the public, on the grounds that an item is confidential, it will specify the title of that matter in agenda and the legal basis upon which the meeting is closed in accordance with the Act. The Minutes will also show the basis on which the meeting is closed.

7.3.6 Where possible, resolutions that are made when a meeting is closed on the grounds that the item is confidential will include provision for all or part of the information to be made public providing that release of the information:

- is not contrary to law; or
- is not in breach of contractual requirements; or
- would be contrary to the public interest.

Refer to points 8.2 and 8.3 for further information.

7.3.7 Council will publish an agenda prior to a Council meeting, ensuring that the municipality may ask a public question about items that will be considered at that meeting in accordance with its Governance Rules.

7.4 Decision Making by Council Officers

7.4.1 Will be undertaken in accordance with the Act, including the Governance Rules, and other legislation.

7.4.2 Will be open and transparent, including considerations upon which decisions are based.

7.4.3 Will be in keeping with the documented accountabilities of the organisation, including delegations or authorisations.

7.4.4 Will be made fairly and based on merit.

7.5 Advisory Committees, Councillor Briefings and Informal Meetings

For any meeting of an Advisory Committee established by Council attended by at least one Councillor or a scheduled or planned meeting to discuss the business of *Council* or to brief Councillors, and which is attended by at least half of the Councillors and one member of Council staff; and which is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting the *Chief Executive Officer* must ensure that a summary of the meeting is:-

- a) Tabled at the next convenient Council meeting; and
- b) Recorded in the minutes of that Council meeting.

The summary of the meeting will include

- a) The time, date and location of the meeting.
- b) The councillors in attendance.
- c) The topics discussed.
- d) The positions of council officers in attendance, and



- e) The organisation that any attendees external to council are representing; and
- f) Any conflicts of interest declared, including the reason.

7.6 Audit and Risk Committee Reporting

In accordance with the Overarching Governance Principles and Audit and Risk Committee Charter, any non-conformance with statutory or legislative requirements will be reported to the Audit and Risk Committee.

The Audit and Risk Committee will prepare biannual audit and risk report that describes the activities, issues and related recommendations of the Committee in accordance with the Act.

7.7 Community Engagement and Public Participation

The Council will engage with the Community when developing a strategy, plan or change that impacts them. In our reporting we will tell our community how we have undertaken community engagement and public participation throughout the process, what was learned from this and how it informed the approach taken.

8. COUNCIL INFORMATION

8.1 Availability and Accessibility of Council Information

8.1.1 Council delivers a range of services to residents, business and visitors to the municipality and our services and functions are documented. Council will publish information about Council services and administration activities on Council's website or will make them available upon request.

8.1.2 All Council Information will be made available to the public, unless the:

- Council Information is Confidential Information; or
- release of the Council Information is assessed by the Chief Executive Officer as being contrary to the public interest.

8.1.3 Information will be made available and maintained on the Council website in a timely manner, accessible in plain language, format and provision of a multi-lingual interpreting service.

8.1.4 The FOI Act 1982 gives a person right of access to documents that Council hold. Council is committed to proactive and informal release of information in accordance with the Freedom of Information Professional Standards issued by the Victorian Information Commissioner.

8.1.5 Community members who can't find the information sought are encouraged to call Council before making an FOI application. An application may not be required to get the documents. Council staff will advise the requestor what documents are available for inspection and assist with getting the requested information.



- 8.1.6** A list of available information is provided in the Part II Statement (Statement) published on Council's website in accordance the FOI Act. This Statement requires government agencies and local councils to publish a number of statements designed to assist members of the public in accessing the information it holds.
- 8.1.7** Requests for information will be responded to in alignment with this policy and the Public Transparency Principles and the FOI Act. Consideration will be given to accessibility and cultural requirements with reference to the Equality Framework of the Council.
- 8.1.8** Information requested to be released will be assessed with regard to confidentiality in accordance with the Act and public interest test where appropriate. This may include providing a copy, arranging inspection or viewing or otherwise providing access to the document. An applicant may otherwise be advised that access to a document can be obtained via another method such as a statutory release scheme or for purchase.
- 8.1.9** A list of Council Information publicly available which will generally, subject to this Policy, be made available either on the Council Website, at the Council Offices or on request is set out at **Appendix 1** to this Policy.
- 8.1.10** Council publishes a range of newsletters, reports and handbooks for residents' businesses and visitors. These documents can be accessed from the website or by calling Council for a copy.
- By downloading from www.darebin.vic.gov.au
 - By telephoning the Council on (03) 8470 8888

Some of these publications are available at Council's Libraries.

8.2 Information Not Available

- 8.2.1** Some Council information that informs decision making by Council may not be made publicly available. This will only occur if the information is confidential information (see definition of Confidential Information) or if its release would be contrary to the public interest or not in compliance with the *Privacy and Data Protection Act 2014* (Vic).
- 8.2.2** In the interests of transparency, Council may, by resolution, determine to release information to the public even though it is Confidential Information. However, this will not happen if the release:
- is contrary to law; or
 - is in breach of contractual requirements; or
 - would be contrary to the public interest (see clause 8.3).

8.3 Public Interest Test

- 8.3.1** When determining whether release would be contrary to the public interest, Council will apply the Public Interest Test.
- 8.3.2** When assessing whether making certain Council Information publicly available would be contrary to the public interest, the Chief Executive Officer will have regard to, among other things:



- a) the sensitivity of the Council Information;
- b) whether the Council Information comprises a draft, or otherwise is no longer current; and
- c) any adverse effect that releasing the Council Information would have on the effectiveness of Council's decision-making processes.

8.3.3 Without limiting clause 8.3.2, factors that might lead to a decision that the release of Council Information is contrary to the public interest might include whether release would be likely to:

- a) disclose Personal Information or Health Information;
- b) disclose information or opinions of a preliminary nature such that they might:
 - i. mislead the Community with respect to Council's position on a matter; or
 - ii. have a substantial adverse effect on the economy of the Municipal District;
- c) prejudice discussions or negotiations between Council and any other party, in relation to a contract, legal proceedings or any other matter;
- d) relate to internal working documents that have not been approved or submitted to Council, especially where their release may mislead the public;
- e) impair or otherwise impact on:
 - i. Council's ability to obtain information in future that is similar in nature to the Council Information;
 - ii. negotiations with respect to employment arrangements for Officers; or
 - iii. defence, prosecution and settlement of legal proceedings; or
- f) impact on the reasonable allocation of Council's resources, including in responding to requests for Council Information that are assessed by the Chief Executive Officer as being frivolous, vexatious or repetitious in nature.
- g) relate to directions to Council staff regarding negotiations in contractual or civil liability matters, where release may damage the Council's capacity to negotiate the best outcome for the community; and
- h) relate to correspondence with members of the community, where release may inappropriately expose a person's private dealings.

8.3.4 The public interest determination will also consider factors referenced in the *Privacy and Data Protection Act 2014 (Vic)*, where applicable.



9. ROLES AND RESPONSIBILITIES

Party/parties	Roles and responsibilities	Timelines
Council	Champion the commitment and principles for public transparency through leadership, modelling practice and decision-making.	Ongoing
Executive Leadership Team	Champion behaviours that foster transparency and drive the principles through policy, process and leadership. Monitor implementation of this policy.	Ongoing
Senior Management Team	Manage areas of responsibility to ensure public transparency, good governance and community engagement is consistent with this policy.	Ongoing
All Staff	Public transparency is the responsibility of all employees as appropriate to their role and function. All staff respond to requests for information and facilitate provision of information in consultation with their manager and in alignment with the Policy.	Ongoing
Manager Governance	To monitor implementation of this policy and conduct periodic reviews to drive continuous improvement.	Ongoing
Freedom of Information Officer	To receive and investigate concerns about compliance with this policy and provide recommendations and response on action.	Ongoing

10. MONITORING, EVALUATION AND REVIEW

Council will monitor and review this Policy periodically to ensure that it continues to reflect expectations of the Community with respect to availability and accessibility of the Council information.

11. REVIEW

This policy will be reviewed within 6 months after General election and every four years thereafter unless the Council determines that an earlier review is required.



APPENDIX 1 –INFORMATION PUBLICLY AVAILABLE

The following information will be available publicly, either by way of electronic publication on Council's website, inspection or on request, to ensure the Municipal Community is informed and can benefit from access to information regarding Council's functions and operations:

- Council and Delegated Committee meeting agendas and minutes
- Councillor and Employee codes of conduct;
- Council policies and organisational policies;
- annual reports;
- election campaign donation returns;
- interstate and international travel details of Councillors and Council staff;
- summary of personal interest returns;
- submissions received under s 223 of the *Local Government Act 1989* during the previous 12 months until its repeal;
- Councillor and employee register of gifts, benefits and hospitality
- donations and grants made by Council during the financial year;
- agreements to establish regional libraries;
- register of leases entered into by Council as a lessor (where Council is the owner);
- register of authorised officers appointed by Council;
- organisations of which Council was a member during the financial year and details of membership fees and services provided;
- instruments of delegation;
- register of processes and operating procedures where appropriate;
- application processes for approvals, permits, grants, access to Council services;
- decision making processes;
- guidelines and manuals;
- road management plans;
- register of roads;
- community engagement processes;
- complaint handling processes; and
- any other registers or records required by legislation.



S6 Instrument of Delegation to Members of Council Staff

Darebin City Council

Instrument of Delegation

to

Members of Council Staff



INSTRUMENT OF DELEGATION MEMBERS OF COUNCIL STAFF

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (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 duty and/or function and/or power in column 3 of the Schedule;
2. record that reference in the Schedule are as follows:

Acronym		Title
Admin – P&B	means	All Administration Staff – Planning and Building
AA	means	Appeals Advocate
AMCD	means	Assistant Manager City Development
BSO(B&P)	means	Business Support Officer (Business and Performance)
BSO(HP)	means	Business Support Officer (Health Protection)
CEO	means	Chief Executive Officer
CFO	Means	Chief Finance Officer
CAP	means	Coordinator Asset Planning
CHP	means	Coordinator Health Protection
CI&FM	means	Coordinator Infrastructure and Fleet Maintenance
CSP	means	Coordinators Statutory Planning
CPD	means	Coordinator Priority Development
CSTP	means	Coordinator Strategic Planning
CTE	Means	Coordinator Transport Engineering
CG&WO	means	Coordinator Graffiti and Waste Operations
COC&C	means	Coordinator Operations Contracts & Compliance
EHT	Means	Environmental Health Technician
GMC	means	General Manager Community
GMCS&S	means	General Manager City Sustainability and Strategy
GMG&E	means	General Manager Governance and Engagement
GMO&C	means	General Manager Operations and Capital

HPO	means	Health Protection Officer
MBS	means	Municipal Building Surveyor
MC&MP	means	Manager Capital & Major Projects
MCD	means	Manager City Development
MCF	means	Manager City Futures
MCG	means	Manager Corporate Governance
MCS&C	means	Manager City Safety and Compliance
MCW	means	Manager City Works
MCE&ST	means	Manager Climate Emergency and Sustainable Transport
MP&AS	means	Manager Property & Asset Strategy
PIO	means	Planning Investigation Officer
PDP	means	Priority Development Planner
PSP	means	All Principal Statutory Planners
Service Manager or Coordinator	means	The Manager or Coordinator responsible for Council service or facility
SHPO	means	Senior Health Protection Officer
SSO	means	Senior Subdivision Officer
SO	means	Subdivision Officer
SP	means	All Statutory Planners
SPA	means	Statutory Planning Assistants
SPIO	means	Senior Planning Investigation Officer
SSP	means	All Senior Statutory Planners
STP	means	All Strategic Planners
SCL	means	Subdivision Customer Liaison
STDP	means	Student Planner
TLB&P	means	Team Leader Business and Performance
TLLL	means	Team Leader Local Laws
TE	means	All Transport Engineers including Senior Transport Engineers

3. declares that:

3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 28 November 2022;
and

3.2 the delegation:

3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

- 3.2.2 revokes the delegation issued by Council on 24 October 2022 ;
- 3.2.3 remains in force until varied or revoked;
- 3.2.4 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
- 3.2.5 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

3.3 the delegate must not determine the issue, take the action or do the act or thing:

- 3.3.1 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;
- 3.3.2 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:
 - (a) policy; or
 - (b) strategy
 adopted by Council;
- 3.3.3 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; or
- 3.3.4 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 or delegated committee.

The COMMON SEAL of)
 DAREBIN CITY COUNCIL)
 was affixed on _____)
 with the authority of the Council:)

Signed by the Mayor in the presence of)
)

Witness

Date:

Signed by the Chief Executive Officer of Council in the presence of)
)

Witness

Date:

INDEX

DOMESTIC ANIMALS ACT 1994	1
FOOD ACT 1984	2
HERITAGE ACT 2017	8
LOCAL GOVERNMENT ACT 1989	9
PLANNING AND ENVIRONMENT ACT 1987	10
RESIDENTIAL TENANCIES ACT 1997	41
ROAD MANAGEMENT ACT 2004	42
PLANNING AND ENVIRONMENT REGULATIONS 2015	51
PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016	52
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020.....	53
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	56
ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015.....	58

DOMESTIC ANIMALS ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.41A(1)	power to declare a dog to be a menacing dog	GMCS&S, MCS&C, TLB&P, TLLL	Council may delegate this power to a Council authorised officer.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition	CHP, SHPO, HPO	If s 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	CHP, SHPO, HPO	If s 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	CEO	If s 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): (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	GMCS&S, CHP, SHPO, HPO	If s 19(1) applies.
s.19(6)(a)	duty to revoke any order under s 19 if satisfied that an order has been complied with	SHPO, HPO, CHP	If s 19(1) applies.
s.19(6)(b)	duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with	CHP, SHPO, HPO	If s 19(1) applies.
s.19AA(2)	power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CHP, SHPO, HPO	Where Council is the registration authority.
s.19AA(4)(c)	power to direct, in an order made under s19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	Not delegated	Note: the power to direct the matters under s 19(4) (a) and (b) is not capable of delegation and so such directions must be made by a Council resolution.
s.19AA(7)	duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	CHP, SHPO, HPO	Where Council is the registration authority.
s.19CB(4)(b)	power to request a copy of records	CHP, SHPO, HPO, EHT,	Where Council is the registration authority.
s.19E(1)(d)	power to request a copy of the food safety program	CHP, SHPO, HPO, EHT	Where Council is the registration authority.
s.19EA (3)	Function of receiving copy of revised food safety program		Where Council is the registration authority.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19GB	power to request a proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	CHP, SHPO, HPO,EHT	Where Council is the registration authority.
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.		Where Council is the registration authority.
s19IA(2)	Duty to give written notice to the proprietor of the premises		Where Council is the registration authority. Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s.19M(4)(a) & (5)	power to conduct a food safety audit and take actions where deficiencies are identified	CHP, SHPO, HPO,EHT	Where Council is the registration authority.
s19N (2)	Function of receiving notice from the auditor		Where Council is the registration authority.
s.19NA(1)	power to request food safety audit reports	CHP, SHPO, HPO,EHT	Where Council is the registration authority.
s.19U(3)	power to waive and vary the costs of a food safety audit if there are special circumstances	CHP	
s.19UA	power to charge fees for conducting a food safety assessment or inspection	CHP	Except for an assessment required by a declaration under s 19C or an inspection under s 38B(1)(c) or 39.
s.19W	power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	CHP, SHPO, HPO,EHT	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	CHP, SHPO, HPO,EHT	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	CHP, SHPO, HPO,EHT	Where Council is the registration authority.
---	power to register or renew the registration of a food premises	CHP, SHPO, HPO,EHT	Where Council is the registration authority. Refusal to grant/or renew the registration of a food premises must be ratified by Council or the CEO (see section 58A (2)).

s. 36A	power to accept an application for registration or notification using online portal	CHP, SHPO, HPO, EHT, BSO(HP)	Where Council is the registration authority
s.36B	duty to pay the charge for use of online portal	CHP, SHPO, HPO	Where Council is the registration authority
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	Not delegated	Where Council is the registration authority. Fees are determined by Council in the annual budget process
s.38AB(4)	power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	CHP	Where Council is the registration authority.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.38A(4)	power to request a copy of a completed food safety program template	CHP, SHPO, HPO,EHT	Where Council is the registration authority.
s.38B(1)(a)	duty to assess the application and determine which class of food premises under section 19C the food premises belongs	CHP, SHPO, HPO,EHT	Where Council is the registration authority.
s.38B(1)(b)	duty to ensure proprietor has complied with requirements of s 38A	CHP, SHPO, HPO	Where Council is the registration authority.
s.38B(2)	duty to be satisfied of the matters in s 38B(2)(a)-(b)	CHP, SHPO, HPO	Where Council is the registration authority.
s.38D(1)	duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	CHP, SHPO, HPO	Where Council is the registration authority.
s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	CHP, SHPO, HPO	Where Council is the registration authority.
s.38D(3)	power to request copies of any audit reports	CHP, SHPO, HPO, EHT, BSO(HP)	Where Council is the registration authority.
s.38E(2)	power to register the food premises on a conditional basis	CHP	Where Council is the registration authority. Not exceeding the prescribed time limit defined under S 38E(5)
s.38E(4)	duty to register the food premises when conditions are satisfied	CHP, SHPO, HPO, EHT	Where Council is the registration authority.
s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	CHP, SHPO, HPO, EHT	Where Council is the registration authority.
s. 38G(1)	power to require notification of change of the food safety program type used for the food premises	CHP, SHPO, HPO	Where Council is the registration authority
s. 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	CHP, SHPO, HPO	Where Council is the registration authority
s. 38G(4)	power to require the proprietor of the food premises to comply with any requirement of the Act	CHP, SHPO, HPO	Where Council is the registration authority
s. 39 (2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	CHP, SHPO, HPO	Where Council is the registration authority

s.39A	power to register or renew the registration of a food premises despite minor defects	CHP, SHPO, HPO, EHT	Where Council is the registration authority. Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	CHP, SHPO, HPO	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	CHP, SHPO, HPO	Where Council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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>	CHP	Where Council is the registration authority.
s.40C(2)	power to grant or renew the registration of food premises for a period of less than 1 year	CHP, SHPO, HPO, EHT	Where Council is the registration authority.
s.40D(1)	power to suspend or revoke the registration of food premises	CHP	Where Council is the registration authority. In consultation with the GMSC&S. Action must be ratified by Council.
s. 40E	Duty to comply with direction of the Secretary	CHP, SHPO, HPO	
s. 40F	power to cancel registration of food premises	CHP, SHPO, HPO, EHT, BSO(HP)	Where Council is the registration authority
s. 43	Duty to maintain records of registration	CHP, SHPO, HPO	Where Council is the registration authority
s.43F(6)	duty to be satisfied that registration requirements under Division 3 have been met prior to registering, or renewing registration of a component of a food business	CHP, SHPO, HPO	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	CHP, SHPO, HPO	Where Council is the registration authority.
s.45AC	Power to bring proceedings	CHP, SHPO	
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	CHP, SHPO	Where Council is the registration authority. In consultation with the GMCS&S.

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.116	power to sub-delegate the Executive Director's functions, duties or powers	MCD, AMCD	<p>Must first obtain the Executive Director's written consent.</p> <p>Council can only sub-delegate if the instrument delegation from the Executive Director authorises sub- delegation.</p> <p>'Executive Director' means the Executive Director of Heritage Victoria.</p>

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.185L(4)	Power to declare and levy a cladding rectification charge	CEO ²	Council has not entered into any cladding rectification charge agreements.

² The only member of staff who can be a delegate in Column 3 is the CEO.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4B	power to prepare an amendment to the Victorian Planning Provisions	MCD, AMCD, MCF, CSTP	If authorised by the Minister.
s.4G	function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	GMCS&S, MCD, AMCD, MCF	
s.4H	duty to make amendment to the Victorian Planning Provisions available in accordance with public availability requirements	MCF, CSTP, STP	
s.4I (2)	duty to make a copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	MCF, CSTP	
s.8A(2)	power to prepare an amendment to the planning scheme where the Minister has given consent under s 8A	MCF, CSTP	
s.8A(3)	power to apply to the Minister to prepare an amendment to the planning scheme	GMCS&S, MCF, MCD, AMCD	
s.8A(5)	function of receiving notice of the Minister's decision	GMCS&S, MCF, MCD, AMCD	
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	MCF, CSTP	
s.8B(2)	power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	Not delegated	
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 planning scheme with these persons	MCF, CSTP	
s.12B(1)	duty to review the planning scheme	MCF, CSTP	
s.12B(2)	duty to review planning scheme at direction of the Minister	MCF, CSTP	

PLANNING AND ENVIRONMENT ACT 1987			
s.12B(5)	duty to report findings of a review of the planning scheme to the Minister without delay	MCF, CSTP	
s.14	Duties of a Responsible Authority as set out in s 14 (a)-(d)	MCD, AMCD, MCF, CSP, CPD	
s.17(1)	duty of giving a copy of an amendment to the planning scheme	MCF, CSTP, STP,SCL, STDP, Admin - P&B	
s.17(2)	duty of giving a copy of a s 173 agreement	MCD, AMCD, MCF, CSP, CPD, PSP, PDP, AA, SSP, SP, STP	
s.17(3)	duty of giving a copy of amendment, explanatory report and relevant documents to Minister within 10 business days	GMCS&S, MCD, AMCD, CSP, CPD, PSP, PDP, AA,	
s.18	duty to make an amendment etc. available in accordance with public availability requirements	MCF, CSTP, STP	Until the proposed amendment is approved or lapsed
s.19	power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	MCD, AMCD, MCF	
s.19	function of receiving notice of preparation of an amendment to a planning scheme	GMCS&S, MCF, MCD, AMCD,	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s.20(A)	Power to apply to Minister to prepare an amendment in a prescribed class	GMCS&S	To allow officers to apply to Minister to carry out amendment to the Darebin Planning Scheme for prescribed classes of fix ups to the Darebin Planning Scheme These are always administrative and minor in nature and require no notice through the Act.
s.20(1)	power to apply to Minister for exemption from the requirements of s 19	GMCS&S, MCD, AMCD, MCF	Where Council is a Planning authority
s.20(2) GMCS&S	Power to apply to Minister for a planning scheme amendment exemption from the requirements of s 19	GMCS&S	To allow officers to apply to Minister to carry out amendment to the Darebin Planning Scheme for fix-up amendments that require no notice.

s.20(4)	Power to apply to Minister to prepare a planning scheme amendment to exempt themselves from notice requirements of s 19	GMCS&S	To allow officers to apply to Minister to carry out Ministerial amendment for an interim heritage overlay, where Council has already resolved to seek an interim heritage overlay. This is for the time before an interim heritage overlay is approved by the Minister, if any demolition requests come in where we need to lodge a fresh amendment request in order to suspend demolition S29A request under the Building Act.
s.21(2)	duty to make submissions available in accordance with public availability requirements	MCF, CSTP, STP	Relates to planning scheme amendments. Until the end of 2 months after the amendment comes into operation or lapses
s.21A(4)	Duty to publish notice	MCF, CSTP, STP	
s.22 (1)	duty to consider all submissions received before the date specified in the notice	Not delegated	Except submissions which request a change to the items in s.22(5)(a) and (b). Council/Planning Committee decision required.
s.22 (2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	GMCS&S, MCF, CSTP	
s.23(1)(b)	duty to refer submissions which request a change to the amendment to a panel	MCF, CSTP,	
s.23(2)	power to refer to a panel submissions which do not require a change to the amendment	MCF, CSTP, STP	

PLANNING AND ENVIRONMENT ACT 1987			
s.24	function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	MCD, AMCD, MCF CSP, CPD, CSTP, PSP, PDP, AA, SSP, SP, STP	
s.26(1)	power to make a report available for inspection in accordance with the requirements set out in s 197B of the Act	MCD, AMCD, MCF, CSP, CPD, CSTP, PSP, PDP, AA, SSP, SP, STP	
s.26(2)	duty to keep the report of panel available in accordance with public availability requirements	MCF, CSTP, STP	During the Inspection period
s.27(2)	power to apply for exemption if panel's report is not received	MCD, AMCD, MCF	
s.28 (1)	duty to notify Minister if abandoning an amendment	GMCS&S, MCD, AMCD, MCF	Note: the power to make a decision to abandon an amendment cannot be delegated.
s. 28(2)	duty to publish notice of the decision on Internet site	MCD, AMCD	
s. 28(4)	duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	MCD, AMCD	
s.30(4)(a)	duty to say if an amendment has lapsed	MCF, CSTP, STP	
s.30(4)(b)	duty to provide information in writing upon request	MCF, CSTP, STP	
s.32(2)	duty to give more notice if required	MCF, CSTP, STP	
s.33(1)	duty to give more notice of changes to an amendment	MCF, CSTP, STP	
s.36(2)	duty to give notice of approval of amendment	MCF, CSTP, STP	
s.38(5)	duty to give notice of revocation of an amendment	MCF, CSTP, STP	
s.39	function of being a party to a proceeding commenced under s 39 and duty to comply with a determination by VCAT	MCF, CSTP, STP	
s.40(1)	function of lodging copy of approved amendment	MCF, CSTP, STP	
s.41 (1)	duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	MCF, CSTP, STP	
s.41 (2)	duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	MCF, CSTP, STP	

s.42 (2)	duty to make copy of planning scheme available in accordance with the public availability requirements	MCF, CSTP, STP	
s.46AAA	duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	Not applicable	Where Council is a responsible public entity and is a planning authority. Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of Councils.
s.46AW	function of being consulted by the Minister	GMCS&S, MCD, AMCD, MCF	Where Council is a responsible public entity.

PLANNING AND ENVIRONMENT ACT 1987			
s.46AX	function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy power to endorse the draft Statement of Planning Policy	GMCS&S, MCD, AMCD, MCF	Where Council is a responsible public entity.
s.46AZC2	to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	GMCS&S, MCD, AMCD, MCF, CSTP	Where Council is a responsible public entity.
s.46AZK	duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	GMCS&S, MCD, AMCD, MCF, CSTP	Where Council is a responsible public entity.
s.46GI(2)(b)(i)	power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	GMCS&S, CFO	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency.
s.46GJ(1)	function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	GMCS&S, CFO	
s.46GK	duty to comply with a Minister's direction that applies to Council as the planning authority	GMCS&S, MCD, AMCD, MCF	
s.46GN(1)	duty to arrange for estimates of values of inner public purpose land	GMCS&S, MCD, AMCD, MCF, CFO	
s.46GO(1)	duty to give notice to owners of certain inner public purpose land	GMCS&S, MCD, AMCD, MCF	
s.46GP	function of receiving a notice under s 46GO	GMCS&S, MCD, AMCD, MCF, CFO	Where Council is the collecting agency.
s.46GQ	function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	GMCS&S, MCD, AMCD, MCF, CFO	
s.46GR(1)	duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	GMCS&S, MCD, AMCD, MCF, CSTP	
s.46GR(2)	power to consider a late submission duty to consider a late submission if directed to do so by the Minister	GMCS&S, MCD, AMCD, MCF, CSTP	

PLANNING AND ENVIRONMENT ACT 1987			
s.46GS(1)	power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	GMCS&S, MCD, AMCD, MCF, CFO	
s.46GS(2)	duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	GMCS&S, MCD, AMCD, MCF, CFO	
s.46GT(2)	duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	GMCS&S, MCD, AMCD, MCF, CFO	
s.46GT(4)	function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	GMCS&S, MCD, AMCD, MCF, CFO	
s.46GT(6)	function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	GMCS&S, MCD, AMCD, MCF, CFO	
s.46GU	duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	Not delegated.	
s.46GV(3)	function of receiving the monetary component and any land equalisation amount of the infrastructure contribution power to specify the manner in which the payment is to be made	GMCS&S, MCD, AMCD, MCF, CFO	Where Council is the collecting agency
s.46GV(3)(b)	power to enter into an agreement with the applicant	GMCS&S, MCD, AMCD, MCF, CFO	Where Council is the collecting agency
s.46GV(4)(a)	function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	GMCS&S, MCD, AMCD, MCF, CFO	Where Council is the development agency
s.46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	GMCS&S, MCD, AMCD, MCF, CFO	Where Council is the collecting agency
s.46GV(7)	duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	GMCS&S, MCD, AMCD, MCF, CSTP	

PLANNING AND ENVIRONMENT ACT 1987			
s.46GV(9)	power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	GMCS&S, MCD, AMCD, MCF, CFO	Where Council is the collecting agency
s.46GX(1)	power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	GMCS&S, MCD, AMCD, CSP CPD	Where council is the collecting agency
s.46GX(2)	duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	GMCS&S, MCD, AMCD, CSP CPD	Where Council is the collecting agency
s.46GY(1)	duty to keep proper and separate accounts and records	GMCS&S, MCD, AMCD, CFO	Where Council is the collecting agency
s.46GY(2)	duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	GMCS&S, MCD, AMCD, CFO	Where Council is the collecting agency
s.46GZ(2)(a)	duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	MCD, AMCD	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s.46GZ(2)(a)	function of receiving the monetary component	MCD, AMCD	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s.46GZ(2)(b)	duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities	MCD, AMCD	Where Council is the collecting agency under an approved infrastructure contribution plan This provision does not apply where Council is also the relevant development agency
s.46GZ(2)(b)	function of receiving the monetary component	MCD, AMCD	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency

s.46GZ(4)	duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	GMCS&S, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
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PLANNING AND ENVIRONMENT ACT 1987			
s.46GZ(5)	duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	GMCS&S, MCD, AMCD	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s.46GZ(5)	function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	GMCS&S, MCD, AMCD	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s.46GZ(7)	duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	MCD, AMCD, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZ(9)	duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan responsible for the use and development of that land	MCD, AMCD, CFO	If any inner public purpose land is vested in Council under the <i>Subdivision Act 1988</i> or acquired by Council before the time it is required to be provided to Council under s.46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s.46GZ(9)	function of receiving the fee simple in the land	MCD, AMCD	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s.46GZA(1)	duty to keep proper and separate accounts and records	MCD, AMCD, CFO	Where Council is a development agency under an approved infrastructure contributions plan
s.46GZA(2)	duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	MCD, AMCD, CFO	Where Council is a development agency under an approved infrastructure contributions plan
s.46GZB(3)	duty to follow the steps set out in s 46GZB(3)(a)–(c)	CFO, MCD, AMCD	Where Council is a development agency under an approved infrastructure contributions plan

PLANNING AND ENVIRONMENT ACT 1987			
s.46GZB(4)	duty, in accordance with requirements of the VPA to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	CFO, MCD, AMCD, MCG	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s.46GZD(2)	duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	CFO, MCD, AMCD	Where Council is a development agency under an approved infrastructure contributions plan
s.46GZD(3)	duty to follow the steps set out in s 46GZD(3)(a) and (b)	CFO, MCD, AMCD	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	CFO, MCD, AMCD	Where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZE(2)	duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	MCD, AMCD, CFO	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s.46GZE(2)	function of receiving the unexpended land equalisation amount	MCD, AMCD, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s.46GZE(3)	duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3) (a) and (b)	CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZF(2)	duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	MCD, AMCD, CFO	Where Council is the development agency under an approved infrastructure contributions plan

PLANNING AND ENVIRONMENT ACT 1987			
S.46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)	MCD, AMCD, CFO	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Function of receiving proceeds of sale	MCD, AMCD, CFO	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s.46GZF(4)	duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	MCD, AMCD, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZF6	duty to make the payments under section46GZF(4) in accordance with s 46GZF(6)(a) and (b)	CFO, MCD, AMCD	Where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZH	power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZI	duty to prepare and give a report to the Minister at the times required by the Minister	MCD, AMCD, CFO	Where Council is a collecting agency or development agency
s.46GZK	power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	MCD, AMCD, CFO	Where Council is a collecting agency or development agency
s.46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB(2)	MCD, AMCD, CFO	
s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SSO	
s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	MCD, AMCD, MCF, CSP, CPD	
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	MCD, AMCD, MCF, CSP, CPD	

PLANNING AND ENVIRONMENT ACT 1987			
s.46O(1)(a) & (2)(a)	power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	MCD, AMCD, MCF, CSP, CPD, MBS	
s.46O(1)(d) & (2)(d)	power to enter into agreement with the applicant regarding payment of community infrastructure levy	MCD, AMCD, MCF, CSP CPD,	
s.46P(1)	power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	CHP, MCF, CSP CPD,	
s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of levy payable	MCD, AMCD, MCF	
s.46Q(1)	duty to keep proper accounts of levies paid	MCD, AMCD, MCF	
s.46Q(1A)	duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	MCD, AMCD, CSP CPD,	
s.46Q(2)	duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc.	MCD, AMCD, MCF, CSP CPD,	
s.46Q(3)	power to refund any amount of levy paid if it is satisfied the development is not to proceed	MCD, AMCD, CSTP, CSP, CPD, MC&MP	Only applies when levy is paid to Council as a 'development agency'.
s.46Q(4)(c)	duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal Council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	MCD, AMCD, CSP CPD,	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister.
s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	GMCS&S, MCD, AMCD, MCF	Must be done in accordance with Part 3.
s46Q(4)(e)	duty to expend that amount on other works etc.	MCD, AMCD, MCF, MC&MP	With the consent of, and in the manner approved by, the Minister.
s.46QC	power to recover any amount of levy payable under Part 3B	MCD, AMCD, MCF	
s.46QD	duty to prepare report and give a report to the Minister	GMCS&S, MCD, AMCD, MCF	Where Council is a collecting agency or development agency.

PLANNING AND ENVIRONMENT ACT 1987			
s.46V(3)	duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with the public availability requirements, during the inspection period	Not applicable	
s.46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period	Not applicable	
s.46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	Not applicable	
s.46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements	Not applicable	
s.46Y	duty to carry out works in conformity with the approved strategy plan	Not applicable	
s.47	power to decide that an application for a planning permit does not comply with that Act	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO	
s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	MCD, AMCD, CSP, CPD, PSP, SSP, SP, SPA, SO, SSO, SCL, STDP, Admin - P&B	
s.49(2)	duty to make register available for inspection in accordance with the public availability requirements	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO, SCL, STDP, Admin - P&B	
s.50(4)	duty to amend applications	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO	
s.50(5)	Power to refuse to amend application	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO	

s.50(6)	Duty to make note of amendment to application in register	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO	
s.50A(1)	power to make amendment to application	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO	
s.50A(3)	power to require applicant to notify owner and make a declaration that notice has been given	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO	
s.50A(4)	duty to note amendment to an application in register	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO, SCL, STDP, Admin – P&B	

PLANNING AND ENVIRONMENT ACT 1987			
s.51	duty to make a copy of an application available for inspection in accordance with the public availability requirements	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin – P&B	
s.52(1)(a)	duty to 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	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.52(1)(b)	duty to give notice of the application to other municipal Council where appropriate	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO	
s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.52(1)(ca)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.52(1)(cb)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO	
s.52(1)(d)	duty to give notice of the application to other persons who may be detrimentally effected	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.52(3)	power to give any further notice of an application where appropriate	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.53(1)	power to require the applicant to give notice under s 52(1) to persons specified by it	MCD, AMCD, CSP, CPD, PSP, SSP, SP, SPA, SSO, SO	
s.53(1A)	power to require the applicant to give the notice under s 52(1AA)	MCD, AMCD, CSP, CPD, PSP, SSP, SP, SPA, SSO, SO	

PLANNING AND ENVIRONMENT ACT 1987			
s.54(1)	power to require the applicant to provide more information	CHP, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.54(1A)	duty to give notice in writing of information required under s 54(1)	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.54(1B)	duty to specify the lapse date for an application	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.54A(3)	power to decide to extend time or refuse to extend time to give required information	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.54A(4)	duty to give written notice of decision to extend or refuse to extend time und s 54A(3)	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.55(1)	duty to give copy application, together with the prescribed information to every referral authority specified in the planning scheme	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	MCD, AMCD, CSP, CPD, PSP, PDP, AA,	
s.57(3)	function of receiving name and address of persons to whom notice of decision is to go	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.57(5)	duty to make a copy of all objections available in accordance with the public availability requirements	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.57A(4)	duty to amend application in accordance with applicant's request, subject to s 57A(5)	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SSO,	
s.57A(5)	power to refuse to amend application	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	

PLANNING AND ENVIRONMENT ACT 1987			
s.57A(6)	duty to note amendments to application in register	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.57B(1)	duty to determine whether and to whom notice should be given	CMCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.57B(2)	duty to consider certain matters in determining whether notice should be given	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.57C(1)	duty to give copy of amended application to referral authority	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.58	duty to consider every application for a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.58A	power to request advice from the Planning Application Committee	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.60	duty to consider certain matters	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s60(1A)	power to consider certain matters	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.60(1B)	duty to consider number of objectors in considering whether use or development may have significant social effect	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
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	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i> . In accordance with Council's Planning Committee Charter.

PLANNING AND ENVIRONMENT ACT 1987			
s.61(2)	duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.61(2A)	power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.61(3)(a)	duty not to decide to grant a permit to use coastal Crown land without Minister's consent	Not applicable	
s.61(3)(b)	duty to refuse to grant the permit without the Minister's consent	Not applicable	
s.61(4)	duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.62(1)	duty to include certain conditions in deciding to grant a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.62(2)	power to include other conditions	MCD, AMCD, CSP, CPD, PSP, SSP, SP, SPA, SSO, SO	
s.62(4)	duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO	
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	MCD, AMCD,	
s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	

PLANNING AND ENVIRONMENT ACT 1987			
s 62(6)(a)	duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.62(6)(b)	duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.63	duty to issue the permit where made a decision in favour of the application (if no one has objected)	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.64(1)	duty to give notice of decision to grant a permit to applicant and objectors	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO, SCL, STDP, Admin - P&B	This provision applies also to a decision to grant an amendment to a permit – see s 75
s.64(3)	duty not to issue a permit until after the specified period	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	This provision applies also to a decision to grant an amendment to a permit – see s 75
s.64(5)	Duty to give each objector a copy of an exempt decision	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	This provision applies also to a decision to grant an amendment to a permit – see s 75
s.64A	duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s.65(1)	duty to give notice of refusal to grant permit to applicant and person who objected under s 57	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.66(1)	duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	

PLANNING AND ENVIRONMENT ACT 1987			
s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority.
s.66(4)	duty to give a recommending referral authority notice a copy of its decision to refuse any permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the perm
s.66(6)	duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit.
s.69(1)	Function of receiving application for extension of time of permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.69(1A)	function of receiving application for extension of time to complete development	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.69(2)	power to extend time	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.70	duty to make copy permit available in accordance with the public availability requirements	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.71(1)	power to correct certain mistakes	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.71(2)	duty to note corrections in register	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.73	power to decide to grant amendment subject to conditions	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	In accordance with Council's Planning Committee Charter

PLANNING AND ENVIRONMENT ACT 1987			
s.74	duty to issue amended permit to applicant if no objectors	MCD, AMCD, CSP, CPD, PSP, PDP, AA,SSP, SP, SPA, SO	
s.76	duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA,SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.76A(1)	duty to give relevant determining referral authorities copy of an amended permit and copy of notice	MCD, AMCD, CSP, CPD, PSP, PDP, AA,SSP, SP, SPA,SSO, SO, Admin - P&B	
s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA,SSP, SP, SPA,SSO, SO, SCL, STDP, Admin - P&B	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority.
s.76A(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA,SSP, SP, SPA,SSO, SO, Admin - P&B	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit.
s.76A(6)	duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	MCD, AMCD, CSP, CPD, PSP, PDP, AA,SSP, SP, SPA,SSO, SO, SCL, STDP, Admin - P&B	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit.
s.76D	duty to comply with direction of Minister to issue amended permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.83	function of being respondent to an appeal	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.83B	duty to give or publish notice of application for review	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.84(1)	power to decide on application at any time after an appeal is lodged against failure to grant a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	In accordance with Council's Planning Commitment Charter.

PLANNING AND ENVIRONMENT ACT 1987			
s.84(2)	duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.84(3)	duty to tell Principal Registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.84(6)	duty to issue permit on receipt of advice within 3 business days	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.84AB	power to agree to confining a review by the Tribunal	MCD, AMCD, CSP, CPD, PSP PDP, AA,	
s.86	duty to issue a permit at order of Tribunal within 3 business days	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA,	
s.90(1)	function of being heard at hearing of request for cancellation or amendment of a permit	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SPIO, PIO	
s.91(2)	duty to comply with the directions of VCAT	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.91(2A)	duty to issue amended permit to owner if Tribunal so directs	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SO	
s.92	duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.93(2)	duty to give notice of VCAT order to stop development	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPIO, PIO	
s.95(3)	function of referring certain applications to the Minister	GMCS&S, MCD, AMCD, CSP CPD,	

PLANNING AND ENVIRONMENT ACT 1987			
s.95(4)	duty to comply with an order or direction	MCD, AMCD, CSP,CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.96(1)	duty to obtain a permit from the Minister to use and develop its land	Relevant Service Manager	In consultation with the MPBI.
s.96(2)	function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	Relevant Service Manager	In consultation with the MPBI
s.96A(2)	power to agree to consider an application for permit concurrently with preparation of proposed amendment	MCD, AMCD, MCF, CSP CPD,	
s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	MCD, AMCD, MCF, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
s.96F	duty to consider the panel's report under s 96E	MCD, AMCD,	
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 s 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i>)	MCD, AMCD, MCF, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
s.96H(3)	power to give notice in compliance with Minister's direction	MCD, AMCD, MCF, CSP CPD,	
s.96J	Duty power to issue permit as directed by the Minister	MCD, AMCD, MCF, CSP, CPD,, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
s.96K	duty to comply with direction of the Minister to give notice of refusal	MCD, AMCD, MCF, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
s. 96Z	duty to keep levy certificates given to it under ss. 47 or 96A for no less than 5 years from receipt of the certificate	GMCS&S, MCD, AMCD	
s.97C	power to request Minister to decide the application	GMCS&S, MCD, AMCD, CSP CPD,	
s.97D(1)	duty to comply with directions of Minister to supply any document or assistance relating to application	MCD, AMCD,MCF, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA, Admin – P&B	

PLANNING AND ENVIRONMENT ACT 1987			
s.97G(3)	function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	MCD, AMCD, CSP, CPD,	
s.97G(6)	duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA, SCL, STDP, Admin – P&B	
s.97L	duty to include Ministerial decisions in a register kept under section 49	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, , SSO, SO, SPA, SCL, STDP, Admin – P&B	
s.97MH	duty to provide information or assistance to the Planning Application Committee	MCD, AMCD, CSP, CPD, PSP, PDP, AA,	
s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	MCD, AMCD, CSP, CPD,	
s.97O	duty to consider application and issue or refuse to issue certificate of compliance	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
s.97P(3)	duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.97Q(4)	duty to comply with directions of VCAT	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
s.97R	duty to keep register of all applications for certificate of compliance and related decisions	MCD, AMCD, CSP, CPD, PSP, SSP, SP, SPA, SSO, SO, SCL, STDP, Admin - P&B	
s.98(1)&(2)	function of receiving claim for compensation in certain circumstances	GMCS&S, MCD, AMCD	
s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	GMCS&S, MCD, AMCD	

PLANNING AND ENVIRONMENT ACT 1987			
s.101	function of receiving claim for expenses in conjunction with claim	GMCS&S, MCD, AMCD	
s.103	power to reject claim for compensation in certain circumstances	GMCS&S, MCD, AMCD	
s.107(1)	function of receiving claim for compensation	GMCS&S, MCD, AMCD	
s.107(3)	power to agree to extend time for making claim	GMCS&S, MCD, AMCD	
s.113 (2)	Power to request a declaration for land to be proposed to be reserved for public purposes		
s.114(1)	power to apply to the VCAT for an enforcement order	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPIO, PIO	
s.117(1)(a)	function of making a submission to the VCAT where objections are received	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA	
s.120(1)	power to apply for an interim enforcement order where s 114 application has been made	MCD, AMCD, CSP, CPD, SPIO, PIO	Subject to prior discussion with the GMCS&S.
s.123(1)	power to carry out work required by enforcement order and recover costs	MCD, AMCD, CSP, CPD	
s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	Not delegated.	Except Crown land.
s.129	function of recovering penalties	MCD, AMCD, MCS&C, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SPIO, PIO, SCL, STDP, Admin – P&B, , TLB&P, BSO(B&P)	
s.130(5)	power to allow person served with an infringement notice further time	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SPIO, PIO, MH&C, MCS&C, TLB&P	
s.149A(1)	power to refer a matter to the VCAT for determination	MCD, AMCD, CSP CPD	
s.149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA	

PLANNING AND ENVIRONMENT ACT 1987			
s.156	duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156 (3) and power to abandon amendment or part of it under s 156(4)	MCD, AMCD, MCF, CSTP, STP	Where Council is the relevant planning authority.
s.171(2)(f)	power to carry out studies and commission reports	MCD, AMCD, MCF, CSTP, STP	
s.171(2)(g)	power to grant and reserve easements	MCD, AMCD, CSP, CPD	
s.172C	power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	Not delegated.	Where Council is a development agency specified in an approved infrastructure contributions plan
s.172D(1)	power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	Not delegated.	Where Council is a collecting agency specified in an approved infrastructure contributions plan
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)	Not delegated.	Where Council is the development agency specified in an approved infrastructure contributions plan
s.173(1)	power to enter into agreement covering matters set out in s 174	CEO, GMCS&S, MCD, AMCD, MCF	
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	Not delegated.	Where Council is the relevant responsible authority
---	power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	MCD, AMCD, CSP, CPD, PSP, PDP, AA	
---	power to give consent on behalf of Council, where an agreement made under s 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	MCD, AMCD, CSP, CPD, PSP, PDP, AA	
s.177(2)	power to end a s 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	CEO, GMCS&S, MCD, AMCD, MCF	

PLANNING AND ENVIRONMENT ACT 1987			
s.178	power to amend a s 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	CEO, GMCS&S, MCD, AMCD, MCF	
s.178A(1)	function of receiving application to amend or end an agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA SSP, SP, SPA, SSO, SO, SCL, STDP, Admin – P&B	
s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	MCD, AMCD, CSP, CPD, PSP, SSP, SP, SSO, SO, SPA	
s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	MCD, AMCD, CSP, CPD, PSP, PDP, AA SSP, SP, SSO, SO, SPA	
s.178A(5)	power to propose to amend or end an agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA SP, SSO, SO, SPA	
s.178B(1)	duty to consider certain matters when considering proposal to amend an agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA SSP, SP, SSO, SO, SPA	
s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA SSP, , SP, SSO, SO, SPA	
s.178C(2)	duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	MCD, AMCD, CSP, CPD, PSP, PDP, AA SSP, SP, SSO, SO, SPA	
s.178C(4)	function of determining how to give notice under s 178C(2)	MCD, AMCD, CSP, PSP, PDP, AA SSP, SP, SSO, SO, SPA	
s.178E(1)	duty not to make decision until after 14 days after notice has been given	MCD, AMCD, CSP, PSP, PDP, AA SSP, SP, SSO, SO, SPA	
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	MCD, AMCD, CSP, PSP, PDP, AA SSP, SP, SSO, SO, SPA	If no objections are made under s 178D. Must consider matters in s 178B.

PLANNING AND ENVIRONMENT ACT 1987			
s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	MCD, AMCD, CSP, CPD, PSP, PDP, AA SSP, , SP, SSO, SO, SPA	If no objections are made under s178D Must consider matters in s78B
s.178E(2)(c)	power to refuse to amend or end the agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA SSP, SP, SSO, SO, SPA	If no objections are made under s178D Must consider matters in s.178B
s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	MCD, AMCD, CSP, CPD, PSP, PDP, AA , SSP, SP, SSO, SO, SPA	After considering objections, submissions and matters in s.178B
s.178E(3)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	After considering objections, submissions and matters in s.178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	MCD, AMCD, CSP, CPD	After considering objections, submissions and matters in s.178B.
s.178E(3)(d)	power to refuse to amend or end the agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA , SSP, SP, SSO, SO, SPA	After considering objections, submissions and matters in s.178B.
s.178F(1)	duty to give notice of its decision under s 178E(3)(a) or (b)	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
s.178F(2)	duty to give notice of its decision under s 78E(2)(c) or (3)(d)	MCD, AMCD, CSP, CPD	
s.178F(4)	duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, , SP, SSO, SO, SPA	
s.178G	duty to sign amended agreement and give copy to each other party to the agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
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	MCD, AMCD, CSP, CPD	

PLANNING AND ENVIRONMENT ACT 1987			
s.178I(3)	duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, , SP, SSO, SO, SPA	
s.179(2)	duty to make a copy of each agreement available in accordance with the public availability requirements	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, , SP, SSO, SO, SPA	
s.181	duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	MCD, AMCD, CSP, CPD	
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA	
s.182	power to enforce an agreement	MCD, AMCD, CSP, CPD, PIO	
s.183	duty to tell Registrar of Titles of ending/amendment of agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA, SSO, SO	
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	MCD, AMCD, CSP, CPD, PSP, SSP, SP, SSO, SO, SPA	
s.184F(2)	duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SSP, SP, SSO, SO, SPA	
s.184F(3)	duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SSP, SP, SSO, SO, SPA	
s.184F(5)	function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SSO, SO, SPA, SCL, STDP, Admin – P&B	

PLANNING AND ENVIRONMENT ACT 1987			
s.184G(2)	duty to comply with a direction of the Tribunal	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, , SP, SSO, SO, SPA	
s.184G(3)	duty to give notice as directed by the Tribunal	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSPM, SP, SSO, SO, SPA, SCL, STDP, Admin – P&B	
s.185B (1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	MCD, AMCD, CSP, CPD	
s.198(1)	function to receive application for planning certificate	Not applicable.	In the metropolitan area, planning certificates are issued by the Department of Transport, Planning and Local Infrastructure.
s.199(1)	duty to give planning certificate to applicant	Not applicable.	In the metropolitan area, planning certificates are issued by the Department of Transport, Planning and Local Infrastructure.
s.201(1)	function of receiving application for declaration of underlying zoning	Not applicable.	
s.201(3)	duty to make declaration	Not applicable.	
-	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	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA	
	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	MCD, AMCD, CSP, CPD, PDP, PSP, PDP, AA, SSP, SP, SPA	
	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	MCD, AMCD, CSP, , CPD, PSP, PDP, AA, SSP, SP, SPA	
-	power to give written authorisation in accordance with a provision of a planning scheme	MCD, AMCD, CSP, CPD, PSP, PDP, AA, SSP, SP, SPA	
s.201UAB(1)	function of providing the Victoria Planning Authority with information relating to any land within municipal district	MCD, AMCD, MCF	
s.201UAB(2)	duty to provide the Victoria Planning Authority with information requested under S 201UAB(1) as soon as possible	MCD, AMCD, MCF	

RESIDENTIAL TENANCIES ACT 1997			
s.518F	power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	MCD, AMCD, HPO, SHPO, CHP, EHT	
s.522(1)	power to give a compliance notice to a person	MCD, AMCD, HPO, SHPO, CHP	
s.525(2)	power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	GMCS&S	
s.525(4)	duty to issue identity card to authorised officers	MCD, AMCD, GMCS&S	
s.526(5)	duty to keep record of entry by authorised officer under s 526	MCD, AMCD, BSO(HP)	
s.526A(3)	function of receiving report of inspection	MCD, AMCD, HPO, BSO(HP), CHP, SHPO	
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	MCD, AMCD	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.11(1)	power to declare a road by publishing a notice in the Government Gazette	GMCS&S, GMG&E, GMO&C, MPBI	Obtain consent in circumstances specified in s 11(2).
s.11(8)	power to name a road or change the name of a road by publishing notice in Government Gazette	Not delegated	
s.11(9)(b)	duty to advise the Registrar	GMCS&S, GMG&E, GMO&C,MPBI	
s.11(10)	duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	GMCS&S, GMG&E, GMO&C, MPBI	Subject to section 11 (10A).
s.11(10A)	duty to inform Secretary to Department of Environment, Land Water and Planning or nominated person	GMCS&S, GMG&E, GMO&C, MPBI	Where Council is the coordinating road authority.
s.12(2)	power to discontinue road or part of a road	Not delegated.	Where Council is the coordinating road authority. .
s.12(4)	duty to publish, and provide copy, notice of proposed discontinuance	GMCS&S, GMG&E, GMO&C, MPBI, MCE&ST	Power of the coordinating road authority where it the discontinuing body. Unless s (11) applies.
s.12(5)	duty to consider written submissions received within 28 days of notice	GMCS&S, GMG&E, GMO&C, MPBI, MCE&ST	Duty of the coordinating road authority where it is the discontinuing body. Unless s 12 (11) applies.
s.12(6)	function of hearing a person in support of their written submission	GMCS&S, GMG&E, GMO&C, MPBI, MCE&ST	Function of coordinating road authority where it is the discontinuing body. Unless s 12 11) applies.
s.12(7)	duty to fix the day, time and place of meeting under s 12 (6) and to give notice	GMG&E, MPBI, MCE&ST	Duty of the coordinating road authority where it is the discontinuing body. Unless s 12 (11) applies.

ROAD MANAGEMENT ACT 2004			
s.12(10)	duty to notify of decision made	GMG&E, MPBI, MCE&ST	Duty of coordinating road authority where it is the discontinuing body. Does not apply where an exemption is specified by the regulations or given by the Minister..
s.13(1)	power to fix a boundary of a road by publishing notice in Government Gazette	GMCS&S, GMG&E, GMO&C, MPBI	Power of the coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate.
s.14(4)	function of receiving notice from the Head, Transport for Victoria	GMCS&S, MCE&ST	
s.14(7)	power to appeal against a decision of the Head, Transport for Victoria	GMCS&S, MCE&ST	
s.15(1)	power to enter into arrangement with another road authority, utility or 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	GMCS&S, GMG&E	
s.15(1A)	power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	GMCS&S, GMG&E	
s.15(2)	duty to include details of arrangement in public roads register	GMG&E, MPBI	
s.16(7)	power to enter into an arrangement under s 15	GMCS&S, GMG&E	
s.16(8)	duty to enter details of determination in the public roads register	GMG&E, MPBI	
s.17(2)	duty to register public road in public roads register	GMG&E, MPBI	Where Council is the coordinating road authority
s.17(3)	power to decide that a road is reasonably required for general public use	GMCS&S, GMG&E, MPBI	Where Council is the coordinating road authority
s.17(3)	duty to register a road reasonably required for general public use in public roads register	GMG&E, MPBI	Where Council is the coordinating road authority
s.17(4)	power to decide that a road is no longer reasonably required for general public use	GMCS&S, GMG&E, MPBI	Where Council is the coordinating road authority
s.17(4)	duty to remove road no longer reasonably required for general public use from public roads register	GMG&E, GMCS&S, MPBI	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
s.18(1)	power to designate ancillary area	GMCS&S, GMO&C	Where Council is the coordinating road authority, and obtains consent in circumstances specified in s 18(2).
s.18(3)	duty to record designation in the public roads register	GMG&E, MPBI	Where Council is the coordinating road authority.
s.19(1)	duty to keep register of public roads in respect of which it is the coordinating road authority	GMG&E, MPBI	
s.19(4)	duty to specify details of discontinuance in public roads register	GMG&E, MPBI	
s.19(5)	duty to ensure public roads register is available for public inspection	GMG&E, MPBI	
s.21	function of replying to request for information or advice	GMG&E, MPBI, CAP	Obtain consent in circumstances specified in s 11(2).
s.22(2)	function of commenting on proposed direction	GMCS&S, GMG&E	
s.22(4)	duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	GMCS&S, GMG&E	
s.22(5)	duty to give effect to a direction under s 22.	GMCS&S, GMG&E	
s.40(1)	duty to inspect, maintain and repair a public road.	GMO&C, MCW, COC&C MPBI, CAP	
s.40(5)	power to inspect, maintain and repair a road which is not a public road	GMO&C, MCW, MPBI, CAP	
s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	GMO&C, MPBI, CAP, MCW	
s.42(1)	power to declare a public road as a controlled access road	GMCS&S, MCE&ST	Power of coordinating road authority and Sch 2 also applies.
s.42(2)	power to amend or revoke declaration by notice published in Victoria Government Gazette	GMCS&S, MCE&ST	Power of coordinating road authority and. Sch 2 also applies.
s.42A(3)	duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	GMG&E, GMCS&S, MPBI, MCE&ST	Where Council is the coordinating road authority. If road is a municipal road or part thereof.

ROAD MANAGEMENT ACT 2004			
s.42A(4)	power to approve the Minister's decision to specify a road as a specified freight road	GMCS&S, MCE&ST	Where Council is the coordinating road authority If road is a municipal road or part thereof and where the road is to be specified a freight road.
s.48EA	duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	GMCS&S, GMO&C, MCE&ST, MCW	Where Council is the responsible road authority, infrastructure manager or works manager.
s.48M(3)	function of consulting with the relevant authority for purposes of developing guidelines under s 48M	GMCS&S, GMO&C, MCW, MCE&ST	
s.49	power to develop and publish a road management plan	MCW & MPBI	
s.51	power to determine standards by incorporating the standards in a road management plan	MCW & MPBI	
s.53(2)	power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	GMO&C, MCW MPBI	
s.54(2)	duty to give notice of proposal to make a road management plan	GMO&C, MCW, MPBI	
s.54(5)	duty to conduct a review of road management plan at prescribed intervals	GMO&C, MCW	
s.54(6)	power to amend road management plan	GMO&C, MCW	
s.54(7)	duty to incorporate the amendments into the road management plan	GMO&C, MCW	
s.55(1)	duty to cause notice of road management plan to be published in the Victoria Government Gazette and newspaper	GMO&C, MCW, MPBI	
s.63(1)	power to consent to conduct of works on road	GMO&C, MC&MP MCW, MCE&ST, CTE	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	GMO&C, MC&MP, MCW, CIM&S	Where Council is the infrastructure manager.

ROAD MANAGEMENT ACT 2004			
s.64(1)	duty to comply with cl 13 of Sch 7	GMO&C, MC&MP, MCW	Where Council is the infrastructure manager or works manager.
s.66(1)	power to consent to structure etc	GMCS&S, GMO&C, MCE&ST, MC&MP	Where Council is the coordinating road authority
s.67(2)	function of receiving the name & address of the person responsible for distributing the sign or bill	GMCS&S, GMO&C, MCD, AMCD, MCF, MCE&ST, MC&MP	Where Council is the coordinating road authority
s.67(3)	power to request information	GMCS&S, GMO&C, MCD, AMCD, MCF, MCE&ST, MC&MP, CTE, TE	Where Council is the coordinating road authority
s.68(2)	power to request information	GMCS&S, GMO&C, MCD, AMCD, MCF, MCE&ST, MC&MP, CTE, TE	Where Council is the coordinating road authority
s.71(3)	power to appoint an authorised officer	CEO	
s.72	duty to issue an identity card to each authorised officer	GMG&E, MCG	
s.85	function of receiving a report from an authorised officer	GMCS&S, GMO&C	
s.86	duty to keep a register re s 85 matters	GMCS&S, GMO&C	
s.87(1)	function of receiving complaints	GMCS&S, GMO&C	
s.87(2)	duty to investigate complaint and provide report	GMCS&S, GMO&C	
s.96	Power to authorise a person for the purpose of instituting legal proceedings	GMCS&S, GMO&C	
s.112(2)	power to recover damages in court	GMCS&S, GMO&C	
s.116	power to cause or carry out inspection	GMO&C, MC&MP, MCW	.
s.119(2)	function of consulting with the Head, Transport for Victoria	GMCS&S, GMO&C, MCE&ST, MC&MP, CTE, TE	

ROAD MANAGEMENT ACT 2004			
s.120(1)	power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	GMO&C, MC&MP, MCW	
s.120(2)	duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	GMO&C, MC&MP, MCW, MCE&ST, CTE, TE	
s.121(1)	power to enter into an agreement in respect of works	GMO&C, MC&MP, MCW, CIM&S, MG&P, MCE&ST, CTE	
s.122(1)	power to charge and recover fees	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM CTE, TE	
s.123(1)	power to charge for any service	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CIM&S, CTE	
Sch 2 CI 2(1)	power to make a decision in respect of controlled access roads	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE,	
Sch 2 CI 3(1)	duty to make policy about controlled access roads	GMCS&S, MCE&ST	
Sch 2 CI 3(2)	power to amend, revoke or substitute policy about controlled access roads	GMCS&S, MCE&ST	
Sch 2 CI 4	function of receiving details of proposal from the Head, Transport for Victoria	GMCS&S, MCE&ST	
Sch 2 CI 5	duty to publish notice of declaration	GMCS&S, GMO&C, MCE&ST, MG&P	
Sch 7, CI 7(1)	duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM CTE	Where Council is the infrastructure manager or works manager.
Sch 7, CI 8(1)	duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the infrastructure manager or works manager.

ROAD MANAGEMENT ACT 2004			
Sch 7, CI 9(1)	duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure.
Sch 7, CI 9(2)	duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM, CTE	Where Council is the infrastructure manager or works manager.
Sch 7, CI 10(2)	where Sc 7 CI 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the infrastructure manager or works manager.
Sch 7 CI 12(2)	power to direct infrastructure manager or works manager to conduct reinstatement works	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority
Sch 7 CI 12(3)	power to take measures to ensure reinstatement works are completed	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority
Sch 7 CI 12(4)	duty to ensure that works are conducted by an appropriately qualified person	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority
Sch 7 CI 12(5)	power to recover costs	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority
Sch 7, CI 13(1)	duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Sch 7, CI 13(2)	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the works manager.
Sch 7 CI 13(2)	power to vary notice period	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM	Where Council is the coordinating road authority
Sch 7, CI 13(3)	duty to ensure works manager has complied with obligation to give notice under Sch 7, CI 13(1)	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM CTE	Where Council is the infrastructure manager.

ROAD MANAGEMENT ACT 2004			
Sch 7 Cl 16(1)	power to consent to proposed works	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority
Sch 7 Cl 16(4)	duty to consult	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority or infrastructure manager
Sch 7 Cl 16(5)	power to consent to proposed works	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE, TE	Where Council is the coordinating road authority
Sch 7 Cl 16(6)	power to set reasonable conditions on consent	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE, TE	Where Council is the coordinating road authority
Sch 7 Cl 16(8)	power to include consents and conditions	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE, TE	Where Council is the coordinating road authority
Sch 7 Cl 17(2)	power to refuse to give consent and duty to give reasons for refusal	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CIM&S, CTE	Where Council is the coordinating road authority
Sch 7 Cl 18(1)	power to enter into an agreement in relation to	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority
Sch 7 Cl 19(1)	power to give notice requiring rectification of works	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority
Sch 7 Cl 19(2) & (3)	power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Sch 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	GMCS&S, GMO&C, MCE&ST, MC&MP, MCW, CI&FM , CTE	Where Council is the coordinating road authority.
Sch 7A Clause 2	power to cause street lights to be installed on roads	GMCS&S, GMO&C, CE&ST, MC&MP	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road.
Sch 7A Clause 3(1)(d)	duty to pay installation and operation costs of street lighting - where road is not an arterial road	GMCS&S, GMO&C, CE&ST, MC&MP	Where Council is the responsible road authority.
Sch 7A Cl 3(1)(e)	duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	GMCS&S, GMO&C MCE&ST, MC&MP	Where Council is the responsible road authority.
Sch 7A Cl (3)(1)(f),	duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cl 3(2) and 4	GMCS&S, GMO&C, CE&ST, MC&MP	Duty of Council as the responsible road authority that installed the light (re: installation costs) and where Council is the relevant municipal Council (re: operating costs).

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.6	function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme.	GMCS&S, MCF, CSTP, STP	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
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 section 54 of the Act	MCD, AMCD, MCF, CSTP, CSP, CPD, PSP, PDP, AA, SSP, SP, STP	
r.25(a)	duty to make copy of matter considered under s 60 (1A)(g) available for inspection free of charge	MCD, AMCD, MCF, CSTP, CSP, CPD, PSP, PDP, AA, SSP, SSO, SO, SP, SPA, STP	Where Council is the responsible authority.
r.25(b))	function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	MCD, AMCD, MCF, CSTP, CSP, CPD, PSP, PDP, AA, SSP, SSO, SO, SP, SPA, STP, SCL, STDP, Admin - P&B	Where Council is not the responsible authority but the relevant land is within Council's municipal district.
r.42	function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	MCF, CSTP, STP	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.19	power to waive or rebate a fee relating to an amendment of a planning scheme	MCF, CSTP	
r.20	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	MCD, AMCD, CSP, CPD	
r.21	duty to record matters taken into account and which formed the basis of the decision to waive or rebate a fee under r 19 or 20	MCD, AMCD, CSP, CPD	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.7	Power to enter into a written agreement with a caravan park owner	MCD, AMCD, CHP, SHPO	
r.10	Function of receiving application for registration	MCD, AMCD, HPO, CHP, SHPO, BSO(HP)	
r.11	Function of receiving application for renewal of registration	MCD, AMCD, HPO, CHP, SHPO, BSO(HP)	
r.2(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	MCD, AMCD, HPO, SHPO, CHP	
r.12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	MCD, AMCD, HPO, SHPO, CHP	
r.12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	MCD, AMCD, HPO, SHPO, CHP	
r.12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	MCD, AMCD, CHP	
r.12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	MCD, AMCD, HPO, CHP, SHPO	
r.12(4) & (5)	Duty to issue certificate of registration	MCD, AMCD, BSO(HP), CHP	
r.14(1)	Function of receiving notice of transfer of ownership	MCD, AMCD, HPO, BSO(HP), SHPO, CHP	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
r.14(3)	power to determine where notice of transfer is displayed	MCD, AMCD, HPO, SHPO, CHP	
r.15(1)	duty to transfer registration to new caravan park owner	MCD, AMCD, HPO, SHPO, CHP	
r.15(2)	duty to issue a certificate of transfer of registration	MCD, AMCD, CHP, BSO(HP)	
r.15(3)	power to determine where certificate of transfer of registration is displayed	MCD, AMCD, HPO, SHPO, CHP	
r.16(1)	power to determine the fee to accompany applications for registration or applications for renewal of registration	MCD, AMCD, CHP	
r.17	duty to keep register of caravan parks	MCD, AMCD, HPO, BSO(HP), CHP, SHPO	
r.18(4)	power to determine where the emergency contact person's details are displayed	MCD, AMCD, HPO, SHPO, CHP	
r.18(6)	power to determine where certain information is displayed	MCD, AMCD, HPO, SHPO, CHP	
r.22(1)	duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	MCD, AMCD, HPO, SHPO, CHP	
r.22(2)	duty to consult with relevant emergency services agencies	MCD, AMCD, HPO, SHPO, CHP	
r.23	power to determine places in which caravan park owner must display a copy of emergency procedures	MCD, AMCD, HPO, SHPO, CHP	
r.24	power to determine places in which caravan park owner must display copy of public emergency warnings	MCD, AMCD, HPO, SHPO, CHP	
r.25(3)	duty to consult with relevant floodplain management authority	MCD, AMCD, HPO, SHPO, CHP	
r.26	duty to have regard to any report of the relevant fire authority	MCD, AMCD, HPO, SHPO, CHP	
r.28(c)	power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	MCD, AMCD, HPO, SHPO, CHP	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
r.40	function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	MCD, AMCD, HPO, SHPO, CHP, BSO(HP)	
r.40(b)	power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	MCD, AMCD, CHP	
r.41(4)	function of receiving installation certificate	MCD, AMCD, HPO, BSO(HP), CHP, SHPO	
r.43	power to approve use of a non-habitable structure as a dwelling or part of a dwelling	MCD, AMCD, CHP	
Sch 3 cl 4(3)	power to approve the removal of wheels and axles from unregistrable movable dwelling	MCD, AMCD, CHP	

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.8(1)	duty to conduct reviews of road management plan	GMG&E, MPBI, GMO&C, MCW	
r.9(2)	duty to produce written report of review of the road management plan and make report available	GMG&E, MPBI, GMO&C, MCW	
r.9(3)	duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	GMO&C, CI&FM , MCW, GMG&E, MPBI	Where council is the coordinating road authority
r.10	duty to give notice of an amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	GMO&C, MCW, GMG&E, MPBI	
r.13(1)	duty to publish notice of amendments to road management plan	GMO&C, CI&FM, MCW, GMG&E, MPBI	Where Council is the coordinating road authority
r.13(3)	duty to record on road management plan the substance and date of effect of any amendment	GMO&C, MCW, GMG&E, MPBI	
r.16(3)	power to issue a permit	MC&MP, MCW, CI&FM, MCE&ST, CTE, TE	Where Council is the coordinating road authority
r.18(1)	power to give written consent re damage to road	GMCS&S, MCE&ST	Where Council is the coordinating road authority
r.23(2)	power to make a submission to Tribunal	GMCS&S, MCS&C, MCE&ST, CTE	Where Council is the coordinating road authority
r.23(4)	power to charge a fee for application under s 66(1) of the Road Management Act	GMCS&S, MCS&C, MCE&ST, CTE	Where Council is the coordinating road authority
r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	MCW, CWO, MCE&ST, CTE	Where Council is the responsible road authority
r.25(2)	power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	MCW, CWO, MCE&ST,	Where Council is the responsible road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.25(5)	power to recover in the Magistrates' Court, expenses from the person responsible	MCW, CWO, MCE&ST, CTE	

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.15	power to exempt a person from requirement under cl 13(1) of Sch 7 of the Act to give notice as to the completion of those works	MC&MP	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act.
r.22(2)	power to waive whole or part of fee in certain circumstances	MC&MP, MCE&ST, CTE	Where Council is the coordinating road authority.



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SUMMARY MINUTES OF THE AUDIT & RISK COMMITTEE MEETING

Held on Wednesday 12 October 2022 at Darebin Civic Centre, 350 High Street Preston 1:35 pm.



WEDNESDAY 12 OCTOBER 2022 - 1:35 PM

Attendees

Members

- Ms Lisa Tripodi (Independent External Member) (Chairperson)
- Dr. Marco Bini (Independent External Member)
- Mr. Jonathan Kyvelidis (Independent External Member) #
- Cr. Lina Messina (Mayor and Committee Member) (*arrived 1:20 PM*)
- Cr. Tom Hannan (Committee Member)

Internal Auditor

- Mr. Kapil Kukreja – Partner, HLB Mann Judd

External Auditor

- Mr. Phil Delahunty – Partner, RSD Audit

Council Officers

- Mr Peter Smith – Chief Executive Officer
- Ms Jodie Watson – General Manager Governance and Engagement
- Ms Rachel Ollivier – General Manager City Sustainability and Strategy
- Mr Sam Hewett – General Manager Operations and Capital
- Mr Shadi Hanna – Acting General Manager Community
- Ms Jacinta Stevens – Manager Corporate Governance
- Ms Bobbie-Lea Bright - Coordinator Risk and Improvement
- Mr Lalitha Koya – Manager Information Services (Item 6.3)
- Mr Sadiq Mohammad – Chief Finance Officer (Item 7.1 and 7.2)
- Mr Michael O’Riordan – Coordinator Financial Accountant (Item 7.1 and 7.2)
- Mr Dean Gibbons – Coordinator Management Accountant (Item 7.1 and 7.2)
- Mr Thomas Thai – KPMG Senior Consultant (Item 7.1 and 7.2)
- Ms Yvette Fuller – Manager People and Culture (Item 8.2) #
- Ms Vicky Guglielmo – Manager Creative Culture and Events (Item 9.2) #

Minutes

- Mr Ilker Destan – Audit and Compliance Officer

These participants attended virtually

AUDIT & RISK COMMITTEE MEETING MINUTES

12 OCTOBER 2022

1. WELCOME & ACKNOWLEDGEMENT OF COUNTRY

The Chair presented the Acknowledgement of Country and welcomed the Committee members and all attendees present at the meeting.

The Chair acknowledged the following new appointments:

- Peter Smith – Chief Executive Officer
- Jacinta Stevens – Manager Corporate Governance

2. APOLOGIES

- Mark Holloway – Partner, HLB Mann Judd
- Kathryn Pound – Manager City Development

2. DISCLOSURES OF CONFLICTS OF INTEREST

None declared.

3. CONFIRMATION OF THE MINUTES OF THE PREVIOUS AUDIT COMMITTEE MEETING

The Committee approved the minutes as a true and correct record of the previous meeting held 29 June 2022.

4. CEO QUARTERLY UPDATE (VERBAL)

The Audit and Risk Committee noted the verbal update provided by the Former Interim CEO.

6. STANDING REPORTS**6.1 ACTIONS ARISING FROM PREVIOUS MEETING**

The Audit and Risk Committee noted the status of the action items from the previous meeting.

KEY FINDING

- Management will work towards the completion of the open actions and provide an update at the 12 December 2022 meeting.

6.2 COMMITTEE WORK PLAN REPORT

The Audit and Risk Committee noted and received

- the Committee Work Plan Report
- the Councillor's Gift, Benefits and Hospitality Register for the period of 1 January 2022 – 30 June 2022

AUDIT & RISK COMMITTEE MEETING MINUTES**12 OCTOBER 2022**

- the Staff Gifts, Benefits and Hospitality Register for the period of 1 January 2022 – 30 June 2022
- the Councillor expenses for the period of 1 January 2022 – 30 June 2022
- the CEO credit card expenses for the period of 1 January 2022 – 30 June 2022

KEY FINDINGS

- Council's compliance level has increased from level 2 to 3 in relation to the VicRoads Information Protection Agreement.
- Council's Policy of Framework to Ensure Embedding of the Governance Principles comply with the *Local Government Act 2020* requirements.
- Management have adequate controls in place to manage and record Gifts, Benefits and Hospitality.
- Management have adequate controls in place to oversee and report on Councillor Expenses.
- CEO Credit Card transactions are in accordance with relevant policies and reflect appropriate expenditure.

6.3 INFORMATION SERVICES REPORT

The Audit and Risk Committee noted the Information Services Report.

KEY FINDINGS

- Management have taken appropriate action to mitigate the high risks in IT.
- 2022/23 Information Services projects are addressing key risks including Cyber Security, IT Disaster Recovery and Data Governance.
- An IT Strategy is being developed to ensure future technology spend is aligned to business needs.

5. FINANCIAL REPORTS**7.1 DRAFT 2021-22 FINANCIAL STATEMENT AND PERFORMANCE REPORT**

The Audit and Risk Committee noted

- the Draft 2021-22 Finance Statement and Performance Report
- the Annual Financial Report for the year ended 30 June 2022
- the Annual Performance Statement for the year ended 30 June 2022
- the 2021-22 Mapped Trial Balance
- the General Ledger Reconciliations by Officer
- the Management Representation Letters to VAGO and Council (provided in a separate report) in respect to the Annual Financial Report and the Annual Performance Statement and that the representations contain no qualifications or limitations
- the VAGO Closing Report for the year ended 30 June 2022 (provided in a separate report), and in doing so, notes that VAGO will issue clear audit opinions on the Annual Financial Report and the Annual Performance Statement
- Any matters raised by Committee members prior to the meeting regarding the draft Annual Financial Report and the draft Performance Statement have been resolved satisfactorily
- Committee members be provided with final copies of the signed Annual Financial Report and the Annual Performance Statement
- The Committee's recognition and acknowledgement of the work done by the General Manager Governance and Engagement, Chief Financial Officer, Coordinator Financial Accounting, Coordinator Management Accounting, Coordinator Corporate Strategy and other officers involved in the completion of the Annual Financial Report and Annual Performance Statement for the year ended 30 June 2022 despite the challenging and difficult circumstances, and

AUDIT & RISK COMMITTEE MEETING MINUTES**12 OCTOBER 2022**

- The Committee's appreciation to the external auditors for their contribution to the finalisation of year end.

KEY FINDINGS

- Council has effective financial management and budget controls in place following review of the Financial Statements for 2021/22.
- In light of the disruption to services due to COVID, there has been an impact on some areas of performance measures (i.e. leisure centres), contributing to an otherwise positive outcome following review of the Performance Statement.

7.2 VAGO CLOSING REPORT, DRAFT MANAGEMENT REPRESENTATION LETTER AND FINAL MANAGEMENT LETTER FOR THE YEAR ENDED 30 JUNE 2022

The Audit and Risk Committee noted and received the VAGO Final Closing Report, Management Representative Letter and Management Letter for the year ended 30 June 2022.

KEY FINDING

- The annual audit undertaken by VAGO did not identify any material audit differences or unadjusted differences in the Financial Report and there are no significant risks identified.

7.3. GOVERNANCE AND MANAGEMENT CHECK LIST

The Audit and Risk Committee notes and receives the Governance and Management Checklist.

KEY FINDING

- All the governance and management checklist items meet the standard required.

6. RISK MANAGEMENT

8.1 QUARTERLY SAFETY REPORT

The Audit and Risk Committee noted the Quarterly Safety Report.

KEY FINDINGS

- Management has adequate measures in place to support and monitor health, safety and wellbeing across the workforce.

8.2 QUARTERLY RISK MANAGEMENT REPORT

The Audit and Risk Committee noted the Quarterly Risk Management Report.

KEY FINDINGS

- Actions taken to manage Council's risks are adequate and strengthened by the representation of several key reportable findings, and the presentation of Council's strategic and operational risks.
- The actions taken to ensure that material risks have been dealt with are adequate and are helping to embed risk management practices throughout the organisation.

AUDIT & RISK COMMITTEE MEETING MINUTES**12 OCTOBER 2022**

- Council's risk profile is relatively new, and we are starting to see an increase in staff awareness and maturity and continue to work with the organisation to bridge the gap.
- Current emphasis is being placed on identifying where the gaps are in the current fraud, prevention and control systems and actions put in place to address the gaps.

7. INTERNAL AUDIT**9.1 INTERNAL AUDIT PROGRAM STATUS & AUDIT SCOPES FOR APPROVAL**

- The Audit and Risk Committee noted and received the Internal Audit Status Report.
- The Audit and Risk Committee endorsed:
 - The Draft Internal Audit Plan for the Review of Procurement below \$300,000 (including tendering and contract management)
 - The Draft Internal Audit Plan for the Review of Environment Management.

KEY FINDING

- The key focus is to ensure delivery and completion of the 2021/22 internal audit program by the 12 December 2022 meeting and continue to deliver the 2022/23 program.

9.2 COMPLETED INTERNAL AUDITS

The Audit and Risk Committee noted:

- the Completed Internal Audits Report
- the Review of Events Management
- the Review of Statutory Planning Processes
- the Review of Compliance with DoT (VicRoads) Information Protection Agreement

KEY FINDING

- The delivery of the 2021/2022 Internal Audit Program is underway and will be completed by December 2022. The 2022/2023 Internal Audit Program will continue to commence.

9.3 OUTSTANDING AUDIT ACTIONS STATUS REPORT

The Audit and Risk Committee noted the Outstanding Audit Actions Status Report.

KEY FINDING

- Management are progressing the completion of outstanding audit actions, with some delays experienced in achieving completion as expected.

9.4 RECENT REPORT AND PUBLICATIONS

The Audit and Risk Committee noted the Recent Report and Publications Report and Management comments.

AUDIT & RISK COMMITTEE MEETING MINUTES

12 OCTOBER 2022

KEY FINDING

- Management have reviewed recent reports and publications related to issues of management controls, integrity and continuous improvement that impact the local government sector and initiated actions to mitigate Council's risk in response.

8. GOVERNANCE**10.1 COMMITTEE MANAGEMENT REPORT**

The Audit and Risk Committee recommend the revised Audit and Risk Committee Charter be adopted by Council at its next meeting.

KEY FINDING

- Management have fulfilled their legislative obligations and support of the Committee by completing a review of the Committee Charter.

11. OTHER BUSINESS

Nil

9. NEXT MEETING

The next meeting of the Audit Committee will be held at 9:00am 12 December 2022 at the Darebin Civic Centre, 350 High Street Preston 3072.

10. CLOSE OF MEETING

As there was no further business, the Chair closed the meeting at 4:29 pm



the place
to live

AUDIT AND RISK COMMITTEE CHARTER

OCTOBER 2022



City of Darebin Council – Audit and Risk Committee Charter – October 2022

Contents

1. PURPOSE	3
2. AUTHORITY	3
3. RESPONSIBILITIES	3
3.1 Financial Management (Section 54(2b))	3
3.2 Internal Control Environment	4
3.3 Risk Management (Section 54(2c))	4
3.4 Internal Audit (Section 54(2d))	5
3.5 External Audit (Section 54(2d))	5
3.6 Compliance Management (Section 54(2a))	5
4. MEMBERSHIP	6
4.1 Composition of membership	6
4.2 Quorum for Meetings	7
5. MEMBER RESPONSIBILITIES	8
6. FEES	8
7. MEETINGS	8
8. ADMINISTRATION	9
9. PLANNING	9
10. SUPPORT	9
11. REPORTING	9
12. INDUCTION	10
13. EVALUATING PERFORMANCE	10
14. CONFLICTS OF INTEREST	10
15. MISUSE OF POSITION	11
16. CONFIDENTIAL INFORMATION	11
17. REVIEW OF THE COMMITTEE CHARTER	12

City of Darebin Council – Audit and Risk Committee Charter – October 2022

1. PURPOSE

The Audit and Risk Committee (the Committee) is a committee established in accordance with section 53 and 54 of the Local Government Act 2020 (the Act) to assist Darebin City Council (Council) in fulfilling its responsibilities relating to external financial and performance reporting, risk and financial management, corporate governance, internal control systems and providing advice to drive continuous improvement.

In accordance with section 53 (2) of the Act, the Committee does not have any delegated powers, including executive powers, management functions or delegated responsibility.

In accordance with section 54 (2) of the Act, the Committee is established to assist Council in discharging its responsibilities to:

- a. monitor the compliance of Council policies and procedures with:
 - I. the Act and the regulations and any Ministerial directions
 - II. the overarching governance principles
- b. monitor Council's financial and performance reporting
- c. monitor and provide advice on risk management and fraud prevention systems and controls
- d. oversee internal and external audit functions.

In line with Council's commitment to environmental sustainability and social justice, the Committee in discharging the above responsibilities, particularly as they relate to policy compliance and auditing of Council functions and processes, will give due regard to the advancement of Council's environmental and social objectives.

2. AUTHORITY

The Committee is not a delegated Committee but is responsible to Council. The Council authorises the Committee, within its responsibilities to:

- Obtain any information it requires from any official or external party (subject to any legal obligation to protect information).
- Discuss any matters with the Victorian Auditor General's Office (VAGO), or other external parties (subject to confidentiality considerations).
- Request the attendance of any official, including Councillors and Council Officers, at Committee meetings.
- Seek resolution on any disagreements between management and the external auditors on financial reporting.
- Support resolution of differences of opinion between management and the internal auditors on internal audit recommendations.

3. RESPONSIBILITIES

In accordance with section 54 (2) of the Act, the Committee has the following responsibilities:

3.1 Financial Management (Section 54(2b))

Monitor financial and performance reporting. Specific matters the Committee may address include:

- Review significant financial and reporting issues, including complex or unusual transactions and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial report.
- Review the results of the annual external audit in conjunction with management and the external auditors, including any difficulties encountered.

City of Darebin Council – Audit and Risk Committee Charter – October 2022

- Review the annual financial report, performance report and governance and management checklist, and consider whether the reports are complete, consistent with information known to Committee members and reflect appropriate accounting principles and make a formal recommendation to Council.
- Review with management and the external auditors all matters required to be communicated to the Committee under the Australian Auditing Standards.
- Review the process for the consolidation of financial information of council related entities into the financial reports of the council.
- Assess information from internal and external auditors that affects the quality of financial reports. For example, actual and potential material audit adjustments, financial report disclosures, non-compliance with legislation and regulations, internal control issues.
- Review any changes to Council's accounting policies and procedures and the methods of applying them, with the input of management, external and internal auditors, ensuring that they are in accordance with the stated Financial Reporting Framework and accounting standards.

3.2 Internal Control Environment

Monitor Internal controls. Specific matters the Committee may address include:

- Review whether management's approach to maintaining an effective internal control framework is sound and effective.
- Consider the scope of the internal auditors' review of internal controls over financial reporting and obtain reports from the internal and external auditors on significant findings and recommendations, together with management's responses.

3.3 Risk Management (Section 54(2c))

Monitor and provide advice on Risk management and fraud prevention systems and controls. Specific matters the Committee may address include:

- Review the risk management framework annually.
- Monitor the systems and process that are in place to manage strategic and operational risks.
- Monitor the process of review of Council's risk profile.
- Consider the adequacy of actions taken to ensure that material risks have been dealt with in a timely manner to minimise exposures.
- Receive reports on the annual renewal of the insurance program and provide advice on strategic reviews of insurance programs
- Monitor the effectiveness of business continuity planning and processes, including whether business continuity and disaster recovery plans have been regularly updated and tested.
- Monitor and provide advice on fraud prevention systems and controls (section 54(2c)). Specific matters the Committee may address include:
 - Receive summary reports from management on all suspected and actual frauds, thefts and material breaches of legislation, ensuring reporting to the Council and/or relevant authorities and monitor the effectiveness of the management responses; and
 - Monitor the Council's fraud prevention and detection framework, including fraud risks and any action taken with respect to actual and suspected instances of fraud.
- Receive updates on the review of Policies (Operational and Council).
- Receive summary reports from the Information Service Department on Penetration Testing (internal and external).

City of Darebin Council – Audit and Risk Committee Charter – October 2022

3.4 Internal Audit (Section 54(2d))

Oversee the Internal audit function (section 54 (2d)). Specific matters the Committee may address include:

- Monitor the implementation, review and endorse the three-year rolling and annual strategic internal audit plans, and any major changes to the plans, and ensure that the plans are aligned with Council's risk profile.
- Review and approve the memorandum of planning (MAP) for each internal audit to ensure that the audit objectives and scope are fit for purpose.
- Receive internal audit reports and provide advice to Council on significant issues raised and associated actions, including the identification of good practice.
- Monitor the implementation of agreed management actions.
- Monitor processes and practices to ensure that the appropriateness and independence of the internal audit function is maintained.
- Monitor the performance of the internal audit provider, taking into consideration the Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing.
- Ensure that opportunities are provided for the internal auditor to meet in-camera with the Committee, as required.
- Ensure that opportunities are provided to explore other internal audits in line with Council's environmental, social and sustainability objectives.
- Oversee periodic testing of whether audit actions reported as completed by Management have been effectively implemented.

3.5 External Audit (Section 54(2d))

Oversee External audit. Specific matters the Committee may address include:

- Annually review the external auditor's proposed audit scope and approach, including any reliance on internal auditor activity
- Ensure that significant findings and recommendations made by the external auditor, and management's responses to them are appropriate and are acted on in a timely manner
- Provide advice on the resolution of any disagreements between management and the external auditors on financial reporting
- Ensure that opportunities are provided for the external auditor to meet in-camera with the Committee, as required
- Maintain awareness of Local Government performance audits undertaken by VAGO and consider the findings and recommendations of performance audits relevant to Council for action/implementation, where appropriate
- Monitor work by the Council to mitigate and plan for climate change risks

3.6 Compliance Management (Section 54(2a))

Monitor the compliance of Council Policies and Procedures in accordance with the overarching governance and principles, the Act and the regulations and any ministerial directions. Specific matters the Committee may address include:

- Review the effectiveness of the systems and processes that monitor compliance with legislation and regulations.
- Monitor the implementation of actions associated with identified instances of non-compliance.
- Receive reports on the findings of any examinations by regulatory agencies and monitor management's response to these findings.

City of Darebin Council – Audit and Risk Committee Charter – October 2022

- Receive regular updates from management about compliance matters.
- Review Council's compliance with procedures associated with complaints including confidential and anonymous employee complaints under the Public Interest Disclosures Act 2012 and section 1317aa of the Corporations Act 2001 (commonwealth), dealing with accounting, internal accounting controls or auditing matters or other matters likely to affect the council or its compliance.
- Comply with legislative and regulatory requirements imposed on the Committee members, including not misusing their position (s123 of the Act) to gain an advantage for themselves/another or to cause detriment to the council and disclosing conflicts of interest (s125 of the Act).
- Assess the status of Council's policy framework to ensure the embedding of the governance principals.
- Review the Governance and Management Checklist.
- Review reports on Gifts, Benefits and Hospitality; Interstate and Overseas Travel.
- Review Councillor expenses.
- Review Chief Executive Officer (CEO) credit card transactions (if applicable) or expenses report.

4. MEMBERSHIP

4.1 Composition of membership

1. The Committee comprises **five** members appointed by Council, made up of two Councillors and three external members.

In accordance with section 53 of the Act, the Committee must:

- Include members who are Councillors of the Council (3a);
 - Consist of a majority of members who are not Councillors of the Council and who collectively have:
 - expertise in financial management and risk (3b i),
 - expertise in public sector management (3b ii)
 - not be a member Council staff (3c)
2. In accordance with Council's commitment to cultural diversity and gender equality, composition of the Committee will aim for gender balance and culturally diverse representation, including Aboriginal and Torres Strait Islander representation, through Committee membership.
 3. Council will appoint two external members and the independent Chairperson through a merit-based recruitment process that also seeks value of connection to the Darebin community and achieves diversity of membership as outlined at (4).
 4. The external members appointed by Council are to be natural persons with an appropriate level of skill and experience relating to local government, finance, audit, risk or management experience.
 5. The external members are to be appointed for a three-year term, with an option for a further three-year term by mutual consent.
 6. Council may adjust the initial period of appointment to allow for mid-term appointments and to avoid situations where all external member terms expire within close proximity of each other. This initial period of appointment must be more than one year, and no more than three years.

City of Darebin Council – Audit and Risk Committee Charter – October 2022

7. Where vacancies exist, Council shall determine a mechanism for filling those vacancies.
8. The Chairperson of the Committee must be an independent member (section 53(b)). In accordance with Section 53 of the Act, they:
 - must not be a Councillor or
 - must not be a member of Council staff
9. Management will recruit and recommend the Chairperson to Council for appointment.
10. The Chairperson is to be appointed for a three-year term.
11. If the Chairperson is unable to attend a meeting, the members in attendance at the meeting will appoint a Chairperson for that meeting from among the attending members.
12. Councillor appointments to the Committee are made on an annual basis post the election of the Mayor. Where any Councillors membership on the Committee ends or is terminated, Council should take action at the next ordinary Council meeting to appoint a new Councillor to fill this vacancy for the remaining term of the appointment.

4.2 Quorum for Meetings

1. A quorum of a minimum of two external members and one Councillor will be necessary to transact the business of the Committee and must attend the full meeting.
2. CEO, General Manager Governance & Engagement, Manager Governance and Manager Finance will be invited to all meetings as advisors or observers, they will not form part of the Committee.
3. All General Managers will be invited and attend for at least the review of the 'Outstanding Audit Actions Report' and any 'Audit Scope or Internal Audit Reports' presented to the Committee for consideration in their respective portfolios.
4. Other management representatives or Council Officers may be invited to attend meetings as advisors or observers, they will not form part of the Committee. They will attend if they are required to prepare a report for the Committee in their area of responsibility.
5. The Committee reserves the right to meet at any time without non-members or with invited non-members.
6. A representative(s) of VAGO will be invited to attend meetings of the Committee, as an observer. Such representative will be required to act in accordance with the governance principles in addition to the obligations of confidentiality (section 125) and conflict of interest (part 6, division 2) as outlined within this Charter and the Act.
7. A representative(s) of the appointed internal audit contractor will be invited to attend meetings of the Committee, as an observer. Such a representative will be required to act in accordance with the governance principles in addition to the obligations of confidentiality (section 125) and conflict of interest (part 6, division 2) as outlined within the Act.
8. Membership of the Committee will be reviewed periodically (but at least every three years) by Council, with the aim of ensuring an appropriate balance between continuity of membership, the contribution of fresh perspectives and a suitable mix of qualifications,

City of Darebin Council – Audit and Risk Committee Charter – October 2022

knowledge, skills and experience. Councillor members will be appointed for a one-year term of office.

The initial appointment of external Committee members shall be for a three-year period. An external member may serve no more than two full terms in any one position before the position must be publicly advertised. This does not preclude existing members from being re-appointed through a competitive process.

5. MEMBER RESPONSIBILITIES

1. Committee members may be requested to perform other activities related to this Charter.

6. FEES

1. In accordance with section 53 of the Act, Council will pay a fee to all external members with the amount determined by Council, considering an assessment of the market and the recommendation to the CEO.
2. Fees will consist of a Member fee (paid to all external members) and a Chairperson fee (paid to the Chair).
3. The Member fee payment:
 - a. will be exclusive of GST
 - b. will be made quarterly following receipt of a Tax Invoice from the external member (including the purchase order provided by Council) after each scheduled quarterly meeting; and
 - c. will not be paid to an external member that was absent from the meeting without leave from the Committee.
4. The Chairperson fee payment:
 - a. will be made each quarter following receipt of a Tax Invoice from the external member (including the purchase order provided by Council) after each scheduled quarterly meeting; and
 - b. will not be paid to an external member acting or temporary holding the role of Chair.
5. Council does not have to pay a Member fee or Chairperson fee to a Committee member who does not want to receive a fee.
6. In accordance with section 53(6) of the Act, Council will pay a fee to an external member and the fee will be based on a per annum fee, determined by the CEO, which will be indexed in alignment with the rate cap % each 1 July.
7. Payment of the fee will be made each quarter to the external member following receipt of a Tax Invoice (including the purchase order provided by Council) after each meeting.
8. No less than once every Council term, the fee paid to the external members will be benchmarked, against no less than five other peer Councils, to provide the Council with the information required to appropriately review the fees.

7. MEETINGS

1. The Committee will meet at least four times a year, one or more special meeting may be held to review Council's annual financial statements and performance statements, or to meet other responsibilities of the Committee.

City of Darebin Council – Audit and Risk Committee Charter – October 2022

2. All Committee members are expected to attend each meeting, in person or through teleconference or video conference. Failure to attend a meeting will result in non-payment of the Member fee for the associated quarter.
3. The Chair is required to call a meeting if asked to do so by the Council or decide if a meeting is required should it be requested by another member, internal auditor or VAGO.
4. The CEO or their delegate will facilitate the meetings of the Committee and invite whoever is necessary for the orderly and effective conduct of the committee business. The CEO is required to attend meetings to provide pertinent information, as necessary.

8. ADMINISTRATION

In accordance with section 54 (6a) of the Act, the CEO will appoint a Council officer to provide secretariat support to the Committee. The secretariat will:

1. Ensure the agenda prior to each meeting is approved by the CEO of Council.
2. Prepare meeting agendas and supporting papers, which will be circulated at least one week prior to the meeting.
3. Prepare and maintain meeting minutes. Minutes will:
 - include relevant elements of the Committee's discussion.
 - be reviewed by the Coordinator Risk and Improvement, Manager Governance and General Manager Governance & Engagement.
 - be circulated within two weeks of the meeting to each member and committee observers, as appropriate.

9. PLANNING

The Committee will develop a forward meeting schedule that includes the dates and location for each meeting for the forthcoming year.

In accordance with section 54(3) of the Act, the Committee will develop an annual work program that includes the timing of reporting for all the responsibilities outlined in this Charter.

10. SUPPORT

To facilitate the operation of the Committee, the CEO or their delegate has responsibility to provide:

- Any necessary training for members in relation to their responsibilities under the Act.
- Any information required by the Committee to enact its responsibilities under this Charter.
- Officer advice in respect of matters before the Committee.
- Formal meetings with Council staff, the internal auditors or the external auditors as requested by the Committee, in accordance with the execution of its responsibilities under this Charter.
- Secretariat and logistical support to the Committee.

11. REPORTING

1. Officers will prepare biannual reports on the Committee that describes activities, findings, and recommendations in accordance with section 54(5a) of the Act for reporting to Council.

City of Darebin Council – Audit and Risk Committee Charter – October 2022

2. Committee members will attend Councillor briefings as required, to report on financial and other relevant matters.
3. Officers will prepare a report for inclusion in the City of Darebin Council Annual Report describing the Committee's composition, responsibilities and how they were discharged, and any other information required by regulation, including approval of non-audit services.
4. The Committee will prepare an Annual Committee Performance Report that includes an annual assessment of the Committee's performance against this Charter in accordance with Section 54(4a) of the Act. This report will be provided to the CEO for presentation to Council annually in accordance with Section 54(4b) of the Act.
5. Internal and external audit reports shall not be made public.
6. In accordance with section 54(6b) of the Act, the CEO is required to table reports upon request by the Chair of the Committee.

12. INDUCTION

All new members will receive an induction by the Manager Governance and the Coordinator Risk and Improvement to assist them in meeting their responsibilities.

13. EVALUATING PERFORMANCE

In accordance with section 54 (4a) of the Act, the Committee must complete an annual self-assessment to evaluate the Committee's performance, as well as the performance of the internal auditors, and to confirm that the Committee has met its responsibilities under this Charter. The assessment will be provided to the CEO for tabling at Council.

14. CONFLICTS OF INTEREST

1. Committee recommendations must be transparent and accountable, they must protect the public interest, maintain the integrity of the Committee and Council and enable the public to be confident that the Committee is performing its duties properly.
2. If a conflict of interest exists, it must be declared and managed. The Committee members are required to provide written declarations, through the Chair, to the Council declaring any material personal interests they may have in relation to their responsibilities.
3. Division 2 of Part 6 of the Act applies to a member of the Committee who is not a Councillor, as if the member were a member of a delegated Committee. An external member has a conflict of interest if they have:
 - a. a general conflict of interest within the meaning of section 127 of the Act; or
 - b. a material conflict of interest within the meaning of section 128 of the Act.

Members of the Committee will provide declarations in accordance with statutory requirements.

4. External members should consider past employment, consultancy arrangements and related party issues in making these declarations. The Council, in consultation with the Chair, should be satisfied that there are sufficient processes in place to manage any real or perceived conflict.

City of Darebin Council – Audit and Risk Committee Charter – October 2022

5. At the beginning of each Committee meeting, members are required to declare any material personal interests that may apply to specific matters on the meeting agenda. Where required by the Chair, the member will be excused from the meeting or from the Committee's decision of the relevant agenda item(s). The Chair is also responsible for deciding if they should excuse themselves from the meeting or from the Committee's decision of the relevant agenda item(s). Details of material personal interests declared by the Chair and other members, and actions taken, will be appropriately recorded in the minutes.

15. MISUSE OF POSITION

Section 123 of the Act applies to a member of the Committee who is not a Councillor, as if the member were a member of a delegated Committee. The requirements include:

1. The external member must not intentionally misuse their position:
 - a. to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or
 - b. to cause, or attempt to cause, detriment to the Council or another person.
2. For the purposes of this section, circumstances involving the misuse of a position by a person who is, or has been, a Councillor or member of a delegated committee include:
 - a. making improper use of information acquired as a result of the position the person held or holds
 - b. disclosing information that is confidential information
 - c. directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff
 - d. exercising or performing, or purporting to exercise or perform, a power, duty or function that the person is not authorised to exercise or perform
 - e. using public funds or resources in a manner that is improper or unauthorised
 - f. participating in a decision on a matter in which the person has a conflict of interest.

16. CONFIDENTIAL INFORMATION

Section 125 of the Act applies to a member of the Committee who is not a Councillor, as if the member were a member of a delegated Committee. The requirements include:

1. Unless subsection (2) or (3) applies, a person who is, or has been, an external member must not intentionally or recklessly disclose information that the person knows, or should reasonably know, is confidential information.
2. Subsection (1) does not apply if the information that is disclosed is information that the Council has determined should be publicly available.
3. A person who is, or has been, an external member may disclose information that the person knows, or should reasonably know, is confidential information in the following circumstances:
 - a. for the purposes of any legal proceedings arising out of this Act
 - b. to a court or tribunal in the course of legal proceedings
 - c. pursuant to an order of a court or tribunal
 - d. in the course of an internal arbitration and for the purposes of the internal arbitration process
 - e. in the course of a Councillor Conduct Panel hearing and for the purposes of the hearing

City of Darebin Council – Audit and Risk Committee Charter – October 2022

- f. to a Municipal Monitor to the extent reasonably required by the Municipal Monitor
- g. to the Chief Municipal Inspector to the extent reasonably required by the Chief Municipal Inspector
- h. to a Commission of Inquiry to the extent reasonably required by the Commission of Inquiry
- i. to the extent reasonably required by a law enforcement agency.

17. REVIEW OF THE COMMITTEE CHARTER

The Committee will review and assess the adequacy of this Charter annually, considering any relevant legislative requirements. The Charter, including amendments to the Charter, will be approved by Council.

10. ITEMS TO BE TABLED

Nil

11. NOTICES OF MOTION

11.1 PARKING NOM

Councillor: Julie WILLIAMS

NoM No.: 18/2022

Take notice that at the Council Meeting to be held on 28 November 2022, it is my intention to move:

That Council:

- (1) *Receives a report at the March 2023 Council meeting that:*
 - (a) *Outlines options for the engagement plan on the Parking Policy to include Community workshops and facilitated community and councillor sessions.*
 - (b) *Outlines options for establishing a community advisory group for 12 months to provide input on the parking policy matters.*

Rationale

Establishing a Resident's Community Advisory Group for direct feedback and input into the Parking Permit Policy, noting the complexities levels and demands across all of Darebin.

Council Officers to assist, guide and facilitate this process of engagement allowing the Community to take part giving feedback in shaping the new Parking Policy.

The Advisory Group will have regular meetings to discuss all matters parking related, formalising the parking needs, demands, and gaps where workshops and forums are limited.

Notice Received: 7 November 2022

Notice Given to Councillors 7 November 2022

Date of Meeting: 28 November 2022

Attachments

Nil

11.2 MERRI MERRI WAYI**Councillor: Trent MCCARTHY****NoM No.: 19/2022**

Take notice that at the Council Meeting to be held on 28 November 2022, it is my intention to move:

That Council:

- (1) Notes the significant progress made by the Merri Merri Wayi community-led collaboration, as outlined in the Executive Summary (<https://conversations.merri-bek.vic.gov.au/merri-merri-wayi>), including the involvement of Darebin community members and groups, Council officers and Councillors in the community consultations held between May 2021 and May 2022.*
- (2) Calls for a report in early 2023 on the merits of becoming a partner in the Merri Merri Wayi community-led collaboration and next steps required to formalise Darebin's participation.*
- (3) Notes the proposal to hold a Merri Merri Wayi Community Event at CERES on Saturday 29 April 2023 to "help the community learn from and celebrate Indigenous ecological and cultural knowledge and recognise the need for all of us to help care for the Merri Creek and for Country."*
- (4) Calls for a report on the opportunity to participate in this event, promote the 5.72 hectares of new open space near Warrk-warrk Bridge and seek a name for this space from the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation.*

Rationale

The call for a Merri Creek & Surrounds Visioning exercise arose amongst a range of community organisations and community members, who came together following the attack on a woman along the creek in East Coburg in late 2019.

As a consequence of this terrible incident, Merri-bek City Council engaged Monash University's XYX Lab to conduct a women's safety survey of the Coburg section of the Merri Creek between Bell Street and Moreland Road. The response level demonstrated strong concern in the community and a willingness of women to reflect on their safety and offer suggestions.

The Merri Creek Coburg Safety Report was an important response to this terrible incident, with recommendations that action be taken in the following three realms to improve the safety of the creek:

- Building communities
- Communication and engagement
- Infrastructure and maintenance

Importantly, community organisations and community members recognised the opportunity to build on existing work and action, as well as coming together to find new ones.

Further information on the Merri Creek Coburg Safety Report can be found on the Merri Merri Wayi webpage (<https://conversations.merri-bek.vic.gov.au/merri-merri-wayi>) Merri-bek City Council resolved to provide a framework within which relevant community collaborations could flourish, that would be in line with the report and recognise the involvement of the community in determining goals, objectives and priorities for the future care, management and use of the Merri Creek & Surrounds. Merri-bek City Council secured funds to engage an appropriately skilled consultant to undertake this exercise and CERES was appointed in May 2021 to be the consultant on the Merri Creek & Surrounds Visioning exercise.”

Community consultation workshops were held from May 2021 to May 2022 and were attended by community members and community groups active along the Merri Creek corridor, including many from Darebin. Some Darebin Council officers and Councillors have also participated in these workshops and in subsequent meetings with the project team.

Appropriately, a name for the project was sought from Wurundjeri Elders and the name provided by Aunty Gail Smith was Merri Merri Wayi, meaning ‘Merri Merri us’.

Darebin Council has been invited to officially join the Merri Merri Wayi collaboration, along with Merri-bek Council and Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and contribute to an important community event to be held in April 2023.

Notice Received: 14 November 2022

Notice Given to Councillors 14 November 2022

Date of Meeting: 28 November 2022

Attachments

Nil

12. URGENT BUSINESS

13. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL

In accordance with Section 66(2) of the *Local Government Act 2020*, Council may resolve to close the meeting to members of the public to consider the following items, deemed to be confidential by the Chief Executive Officer in accordance with Section 3(1) of the Act for the reasons indicated:

13.1 CEO Contractual Matter

This item is designated confidential because it is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs, pursuant to Section 3(1) (f) of the Act.

CLOSE OF MEETING

Recommendation

That in accordance with section 66(2) of the *Local Government Act 2020*, Council resolves to close the meeting to members of the public to consider the items designated confidential by the Chief Executive Officer on the basis that the matters are confidential in accordance with Section 3(1) of the Act.

RE-OPENING OF MEETING


Recommendation

That the meeting be re-opened to the members of the public.


14. CLOSE OF MEETING

**CITY OF
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हिंदी	பெங்களி	Tiếng Việt