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AGENDA OF THE ORDINARY COUNCIL MEETING

To be held on Monday 28 April 2025 at 6:00PM

This Council Meeting will be held at Council Chamber, 350 High 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 observe the meeting in person, submit a Question or make a Submission, are required to register by 12pm on the day of the meeting.

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 selfdetermination in the spirit of mutual understanding and respect.

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 8888 8470.

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

Somali

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

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Agenda

1. OPENING OF MEETING AND MEMBERSHIP

- Cr. Kristine Olaris OAM (Mayor)
- Cr. Emily Dimitriadis (Deputy Mayor)
- Cr. Matt Arturi
- Cr. Connie Boglis OAM
- Cr. Gaetano Greco
- Cr. Ruth Jelley
- Cr. Julie O'Brien
- Cr. Alexandra Sangster
- Cr. Vasilios Tsalkos
- 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 March 2025 and the Special Meeting of Council held on 17 April 2025, be confirmed as the 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.

<u>HOW TO REGISTER TO ATTEND THE MEETING, SUBMIT YOUR QUESTION OR MAKE</u> A SUBMISSION

Members of the public who wish to observe the meeting in person, ask a question, or make a submission to an agenda item, at an Ordinary Council Meeting are required to register by 12pm on the day of the meeting in one of the following ways:

- (a) online at <u>darebin.vic.gov.au</u>;
- (b) by calling the customer service team on 8470 8888, or
- (c) 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 C226 - FURLAN CLUB PERMANENT

HERITAGE CONTROLS

Author: Strategic Planner

Reviewed By: General Manager City Sustainability and Strategy

EXECUTIVE SUMMARY

This report provides information about the heritage value of the Furlan Club at 1 Matisi Street, Thornbury and options for Council to consider about whether to start the process to apply a permanent heritage overlay.

On 21 November, Council officers, under delegation, submitted a request to the Minister for Planning for an interim heritage overlay on the Furlan Club building at 1 Matisi Street, Thornbury. This has the effect of suspending the demolition application while permanent heritage controls are being considered.

The situation and decision are complex, with factors including the 2024 fire, likelihood of planning scheme amendment success, resourcing and limitations of heritage overlays to be considered.

The Minister for Planning can only apply an interim heritage overlay if Council commits to starting the process to apply a permanent heritage overlay. Council's heritage consultant has provided advice that the Furlan Club at 1 Matisi Street is a site with potential individual local historical and social significance to the City of Darebin.

This report outlines two options for Council in considering a planning scheme amendment to apply a permanent heritage overlay to the Furlan Club site.

Officer Recommendation

Due to the complex nature of this matter, two options are provided for Council to consider:

Option 1:

That Council

- (1) Requests under section 8A (2) and (3) of the *Planning and Environment Act* 1987 that the Minister for Planning authorise Darebin City Council to prepare and exhibit Amendment C226dare (**Appendix A-B**) to the Darebin Planning Scheme;
- (2) When authorised by the Minister for Planning, exhibit Amendment C226dare for a minimum period of four weeks and in accordance with notice requirements under section 19 of the *Planning and Environment Act 1987*;
- (3) Seek community and stakeholder feedback as part of the exhibition period on the proposed changes to the planning scheme; and

(4) Authorise the Chief Executive Officer to make alterations, corrections, and additions, as necessary, to Amendment C226dare material as attached at Appendix A-B prior to lodgement of the authorisation request with the Minister for Planning and exhibition period.

Option 2:

That Council does not proceed with Planning Scheme Amendment C22dare to apply a permanent heritage overlay to 1 Matisi Street, Thornbury.

BACKGROUND / KEY INFORMATION

Key events leading to this decision are:

- On 21 August 2024, Council received a formal request from the Furlan Club to apply a heritage overlay to 1 Matisi Street, Thornbury to prevent demolition.
- On 1 November 2024, Council received a Section 29A request under the *Building Act* 1993 seeking consent to demolish the Furlan Club building.
- On 21 November, Council officers, under delegation, submitted a request to the Minister for Planning for an interim heritage overlay and suspended the demolition request.

Previous Council Resolution

This matter is not the subject of a previous Council resolution.

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

DISCUSSION

Amendment assessment and process

Following a request to apply an interim heritage overlay, Council must pursue permanent heritage protection as soon as practicable to demonstrate its commitment. The Minister for Planning's decision to support the interim heritage overlay is dependent on Council seeking permanent controls by commencing a new planning scheme amendment.

If Council decides not to proceed with a permanent heritage overlay, officers will contact the Minister to withdraw the request for an interim heritage overlay.

Officers' commissioned an independent heritage assessment to inform this decision.

Council's heritage consultant has identified the site as having heritage significance under Criterion A – historical significance and Criterion B – social significance, being a purpose-built Italian social club established by migrants and has been in continual use for over 40 years. (**Appendix B**).

To support Council's consideration, an Amendment C226dare to the Darebin Planning Scheme has been drafted that proposes to apply the heritage overlay on a permanent basis to 1 Matisi Street, Thornbury. (**Appendix A-B**).

See **Appendix C** for more detailed background information and planning scheme amendment process.

Likelihood of success

The heritage consultant has undertaken a robust analysis, including member engagement and comparative analysis, to establish a social connection between the community and the club buildings. There are risks that a heritage overlay may not be supported by an independent Planning Panel or be an effective control to protect the Furlan Club to continue operating in the same location:

Implications of social significance

The Furlan Club meets Criterions A (historical significance) and G (social significance). Its significance does not relate to the presentation of the built form (e.g. aesthetics or technical significance), but rather its function.

This may present some challenges when justifying the application of the heritage overlay through a potential planning panel process. It can also limit the ability of the heritage overlay to meaningfully preserve those built form elements that the community values.

Implications of the fire

In February 2024 there was a fire at the venue and the Furlan Club has halted operations at the site. A building order is in place that prevents occupation until the premises is repaired.

The condition of a building is not normally relevant in deciding whether to include land in a heritage overlay. However, if the condition will lead to inevitable demolition, then it will have a direct bearing on the heritage significance of a place. If Council is to proceed, an independent assessment should be commissioned to confirm the building could be restored without changing its heritage significance.

Limitations of a heritage overlay

A heritage overlay is used to protect sites of historic significance by requiring a planning permit to construct a building, or to carry out works or demolition. This allows the responsible authority to consider the impacts of development on sites with heritage significance.

If a heritage overlay progresses and is successful, the proposed heritage citation recognises the social significance of the Furlan Club is linked to the form and functions of the site, so it is likely that some aspects of the original building would need to be retained to protect its significance.

However, the heritage overlay does not regulate the use of land or tenancy and cannot guarantee the ongoing connection of the Club activities to the land.

A heritage overlay will require the documentation and interpretation of historical significance where redevelopment is proposed. For example, via a heritage interpretation strategy that commits to things like retaining elements of original building form or signage or erecting plaques documenting previous uses of the site.

Resource considerations

The process of applying a permanent heritage overlay is complex and resource intensive. It requires the preparation of a planning scheme amendment, public exhibition for at least four weeks, and a planning panel to consider any unresolved submissions. This process is estimated to take over 18 months.

Council will need to allocate staffing and financial resources to this amendment. Progressing this work will change and slow the pace at which other strategic planning work can continue, including collaborating with the State Government on its planning initiatives and requirements for Darebin. This may increase the risk that Council is not adequately planning for future growth.

OPTIONS

Officers have identified two options for Council to consider.

Option 1: Proceed with a Planning Scheme Amendment to apply a permanent heritage overlay to the site

If authorised by the Minister for Planning, this process would allocate Council resources to prepare and publicly exhibit the amendment (**Appendix A-B**) and convene a Planning Panel process to address submissions.

This option would require an allocation from the operational budget in the order of \$100,000 during the 2025/26 financial year.

Further expert advice will be required regarding the structural damage, heritage citation and advice about whether the fire damaged building can be restored without affecting its heritage significance.

The Minister for Planning will have the final say on whether to apply a heritage overlay to the site. This option would take over 18 months.

Option 2: Do not proceed with a Planning Scheme Amendment to apply a heritage overlay

It may be considered that the risks and resources involved to pursue a permanent heritage overlay for the site may be too great, considering that the amendment may not be successful or guarantee the ongoing connection of the Club to the land.

If Council choose this option, officers will withdraw the request for interim heritage overlay and there would be no grounds for Council to refuse consent to the demolition request submitted under Section 29A of the *Building Act 1993*.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

The Planning Scheme Amendment process to apply permanent heritage controls will incur costs associated with formal notification, exhibition and Planning Panel. There will also be fees in relation to engineering and heritage assessments for the site. There is operating budget that could be diverted from other projects and priorities in the 2025/26 financial year.

Community Engagement

Consultation by heritage consultants

On 15 January 2025, the heritage advisor undertook a workshop with Furlan club members as part of the heritage assessment. A thematic summary of the group interviews has been included in their Citation Report.

Exhibition for permanent controls

If a decision is made to progress and the Minister approves, the community will be engaged through exhibition of the proposed planning scheme amendment. This exhibition process will be aligned with the notice requirements under the *Planning and Environment Act 1987*, which will run for at least four weeks and is open for submissions from the public. A community engagement plan will be prepared in accordance with Council's engagement policy. All submissions received will be considered as part of the process. The landowner and occupier of the subject land and adjacent land will also be notified directly of the proposed amendment.

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 retention of heritage fabric supports the reduction of emissions by supporting the reuse and adaption of existing building stock.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

An Equity Impact Assessment (EIA) and Gender Impact Assessment (GIA) were not undertaken however protecting the Furlan Club highlights its deep historical and cultural importance to the Italian community in Darebin, promoting inclusion, wellbeing and the value of shared cultural heritage.

Economic Development and Cultural Considerations

The amendment is expected to have a positive social impact by potentially providing protection for a site identified as being of historic and social significance. The recognition of heritage will contribute to an understanding of Darebin's social and architectural history, for present and future generations.

The application of a heritage overlay may create additional costs for the landowner if they wish to develop their property in circumstances where there were previously no planning permit requirements.

Operational Impacts

The proposed application of a permanent heritage overlay will impact on the resourcing requirements of the Strategic Planning Unit both financially and by diverting effort from other operational projects.

Legal and Risk Implications

If Council is to proceed with a permanent heritage overlay, there is a significant risk that the heritage overlay will be contested by the landonwer, and not successful at planning panel.

Council has a duty under the *Planning and Environment Act 1987* to identify and protect places of cultural heritage value. Failing to apply appropriate controls risks compromising the significance of heritage places and precincts within the City of Darebin.

IMPLEMENTATION ACTIONS

The next steps would depend on the option taken by Council. The process would broadly follow the details of the options in the officer recommendation section above.

RELATED DOCUMENTS

Nil

Attachments

- Appendix A Amendment C226dare Documentation (A8019588) (Appendix A) 4 🖺
- Appendix B Furlan Club 1 Matisi Street, Thornbury Citation_Redacted (A8019589) (Appendix B) 4
- Appendix C Background Information (Appendix C) 4 1/2

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 and Environment Act 1987

Darebin Planning Scheme

Amendment C226dare

Explanatory Report

Overview

The amendment introduces heritage protection controls to 1 Matisi Street, Thornbury.

It does this by applying the Heritage Overlay to the site, amending the Schedule to the Heritage Overlay to include 1 Matisi Street, Thornbury, amending Clause 72.04 (Incorporated documents) and Clause 72.08 (Background documents).

Where you may inspect this amendment

The amendment can be inspected free of charge at:

- Darebin City Council website at https://www.darebin.vic.gov.au
- During office hours at the following place:
 - Darebin Civic Centre
 274 Gower Street, Preston, VIC 3072

The amendment can also be inspected free of charge at the Department of Transport and Planning website at http://www.planning.vic.gov.au/public-inspection or by contacting the office on 1800 789 386 to arrange a time to view the amendment documentation.

Submissions

Any person may make a submission to the planning authority about the amendment. Submissions about the amendment must be received by [insert submissions due date].

A submission must be sent to:

Strategic Planning, Darebin City Council **By post:** PO Box 91, Preston VIC 3072 **In person:** 274 Gower Street, Preston

By email: planningservices@darebin.vic.gov.au

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: [insert directions hearing date]
- Panel hearing: [insert panel hearing date]

Details of the amendment

Who is the planning authority?

This amendment has been prepared by 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 all of 1 Matisi Street, Thornbury, as shown in Figure 1 (below). The site is in the Industrial 3 Zone (IN3Z)



Figure 1: Furlon Club at 1 Matisi Street, Thornbury (outlined).

What the amendment does

The amendment applies the Heritage Overlay to all of 1 Matisi Street, Thornbury (HO334) on a permanent basis.

Specifically, the amendment makes the following changes:

Planning scheme ordinance

- 1. Amends the Schedule to Clause 43.01 (Heritage Overlay) to insert HO334 for the Furlan club, 1 Matisi Street Thornbury on a permanent basis.
- 2. Amends the Schedule to Clause 72.04 (Incorporated Documents) to include the *Statement of Significance: Furlan Club, 1 Matisi Street, Thornbury* (Extent Heritage, March 2025).
- 3. Amends the Schedule to Clause 72.04 (Incorporated Documents) to include the *Incorporated Plan Furlan Club, 1 Matisi Street, Thornbury Permit Exemptions (Extent Heritage March 2025*).
- 4. Amends the Schedule to Clause 72.08 (Background Documents) to include the Furlan Club, 1 Matisi Street, Thornbury Heritage Citation (Extent Heritage, March 2025).

Overlay maps

5. Amends Planning Scheme Map No. 15HO to apply HO334 to 1 Matisi Street, Thornbury on a permanent basis.

Strategic assessment of the amendment

Why is the amendment required?

Under the *Planning and Environment Act 1987* (the Act), Council has a responsibility to protect local cultural heritage. The amendment is required to protect the heritage values of 1 Matisi Street, Thornbury, known as the Furlan Club.

A heritage assessment identifies the Furlan Club as holding cultural, social, and historical value within the Darebin community and beyond. Founded by Italian Immigrants from the Friuli Region in Italy, the club represents a living testament to the contributions of post-war migrant communities to Melbourne's northern suburbs.

1 Matisi Street, Thornbury meets the threshold for local heritage significance and therefore protection under the Darebin Planning Scheme through the application of a 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.

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

The amendment implements the objectives of Planning in Victoria, under Section 4 of the *Planning & Environment Act (1987)* in particular:

 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 present and future interests of all Victorians
- To facilitated development in accordance with the objectives outlined above.

Further, the amendment implements section 12(1)(a), which is to implement the objectives of planning in Victoria, in this case to protect heritage values.

These objectives are implemented through the identification and protection of heritage-built form by applying a Heritage Overlay to 1 Matisi Street, Thornbury.

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

Environmental

The amendment is expected to have a positive environmental impact by providing permanent protection of a place of historic significance and thereby supporting the reuse of existing building stock.

Social

The amendment is expected to have positive social effects by protecting fabric that adds to the understanding of cultural history, providing a link to the past and giving a sense of place.

Economic

The amendment is not expected to have significant economic effects, although it may impose some additional costs as additional planning permit requirements will be added by 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.

Does the amendment address relevant bushfire risk?

The land affected by the amendment is not subject to bushfire risk or a Bushfire Management Overlay. Therefore, the amendment is unlikely to result in any significant increase to the risk of life, property, community, infrastructure, or the natural environment from bushfires.

Does the amendment comply with the requirements of any other 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.

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 complies with Ministerial Direction No. 11 (Strategic Assessment of Amendments) under section 12 of the *Planning and Environment Act 1987*. The amendment is consistent with this direction which ensures a comprehensive strategic evaluation of a planning scheme amendment and the outcomes it produces.

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

The amendment supports the Planning Policy Framework (PPF), in particular Clause 15.03-1S (Heritage Conservation) by providing heritage protection for an identified heritage place to minimise the loss of local heritage.

The amendment additionally supports Clause 15.03-1L (Heritage) of the Darebin Planning Scheme by seeking to protect, conserve and enhance a place identified as being of local significance by applying a Heritage Overlay. The amendment also seeks to discourage demolition or relocation of locally significant heritage buildings.

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

No changes to the Municipal Planning Strategy are proposed as part of this amendment.

This amendment supports the Municipal Planning Strategy by protecting and enhancing a place of heritage significance as sought by Clause 02-03-4.

The application of a site-specific Heritage Overlay to a single significant place will not prevent development of the municipality as envisaged by the Municipal Planning Strategy and will not undermine policy contained within the Municipal Planning Strategy relating to housing and economic development given the application of a Heritage Overlay does not prohibit development or future change. Rather, it ensures future development is in accordance with the identified significance of the heritage place.

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

The proposed application of the Heritage Overlay has been prepared in accordance with *Planning Practice Note 1: Applying the Heritage Overlay*. The Heritage Overlay is the most appropriate planning tool for recognising and protecting places of cultural and heritage significance. The Heritage Overlay provides decision guidelines for the responsible authority on the granting permits for places of identified local heritage

significance.

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

No relevant government agency was required to be consulted regarding this amendment.

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

The requirements of the *Transport Integration Act* 2010 are not applicable to this amendment, as it does not result in alterations or changes to the current transport system.

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 properties subject to the provisions of the Heritage Overlay by one (1). The anticipated increase in planning applications given this amendment only affects one property is not expected to have a significant impact on resourcing and administrative costs.

Planning and Environment Act 1987

Darebin Planning Scheme

Amendment C226DARE

Instruction sheet

The planning authority for this amendment is Darebin City Council.

The Darebin Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of 1 attached map sheet.

Overlay Maps

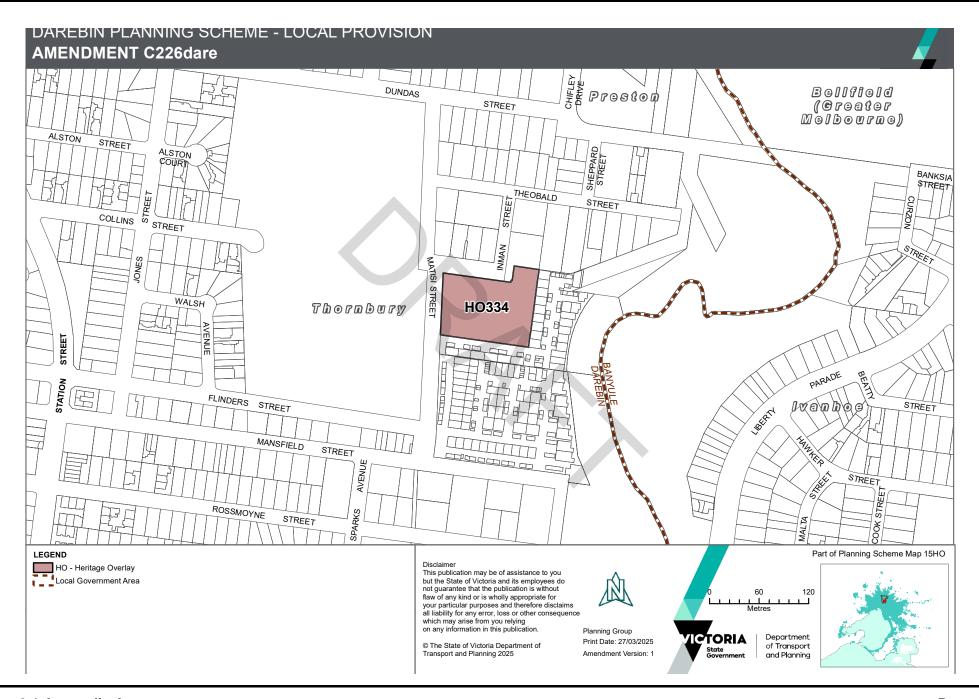
1. Amend Planning Scheme Map No. 15HO in the manner shown on the one (1) attached map.

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. In **Operational Provisions** Clause 72.08, replace the Schedule with a new Schedule in the form of the attached document.

End of document



DAREBIN PLANNING SCHEME

27/08/2021 C161dare SCHEDULE TO CLAUSE 43.01 HERITAGE OVERLAY

1.0

Application requirements

07/08/2023 C182dare

None specified.

2.0

Heritage places

24/10/2024 - /-/--G223dare Proposed C226dare The requirements of this overlay apply to both the heritage place and its associated land.

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		Prohibited uses may be permitted?	Aboriginal heritage place?
	VICTORIAN HERITAGE REGISTER								
HO19	Terrace Houses, 186-192 Clarke Street, Northcote	-	-		-	-	Yes Ref No H1774	No	No
HO312	Former Northcote Theatre 212-220 High Street, Northcote	-	-			-	Yes Ref No H2287	Yes	No
HO45	Former Northcote Cable Tramways Site 626-628 High Street, Thornbury	-	-	-	-	-	Yes Ref No H2129	Yes	No
HO144	Preston Tramway Workshops 16-18 Miller Street, Preston The heritage place includes Miller Street Tramway Bridge (part) (refer HO236)	-	-	-	-	-	Yes Ref No H2031	No	No
HO59	Former Mont Park Hospital and Avenue of Honour Ernest Jones Drive and Springthorpe Boulevard and Cherry Street Macleod	-	-	-	-	-	Yes Ref No H1872	Yes	No

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
HO74	Bundoora Park Homestead 7-27 Snake Gully Drive, Bundoora	-	-	-	-	-	Yes Ref No H1091	Yes	No
HO175	Former Little Sisters of the Poor Home for the Aged 104 – 112 St Georges Road, Northcote		-	-	-	-	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		9		-	-	Yes Ref No H2333	No	No
HO314	Maroondah Water Supply System (Upper and Central Sections) Reservoir	-	-			-	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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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	Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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

DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
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

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?		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	No	No	No	Yes	No	No	No	No
	1-35 & 2-46 Gladstone Avenue Northcote								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
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	No	No	No	Yes	No	No	No	No
	Area bounded by Oakover Road, Gillingham Street, Davies Street and Devon Street								
HO169	Preston State School	No	No	No	Yes	No	No	No	No
	Area bounded by Orient Grove, Oakover Road, Etnam Street and Scotia Street								
HO182	Preston, Bruce Street 9-25 Bruce Street, 2-8 Herbert Street, & 17 Mary Street, Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	Preston Residential Heritage Precincts Permit Exemptions								

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DAREBIN PLANNING SCHEME

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

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?		Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	42-46, 52-56 & 62-64 Carlisle Street, Preston								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO300	Garnet Street Houses	No	No	No	Yes	No	No	No	No
	7-17 & 16 Garnet Street, Preston								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO301	High Street Preston	No	No	No	Yes	No	No	No	No
	274-288 & 317-341 High Street Preston								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO302	Larne Grove & Roxburgh St Precinct	No	No	No	Yes	No	No	No	No
	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 (2022)								
HO303	Livingstone Parade Precinct	No	No	No	Yes	No	No	No	No

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

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?			Prohibited uses may be permitted?	Aboriginal heritage place?
HO306	Edgar Street Precinct	No	No	No	Yes	No	No	No	No
	2-18 Edgar Street Reservoir								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO307	High Street Reservoir	No	No	No	Yes	No	No	No	No
	658-694 & 763-793 High Street Reservoir								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO308	Queen Street Precinct	No	No	No	Yes	No	No	No	No
	1-27, 41-49 & 2-58 Queen Street Reservoir								
	Incorporated plan:			, and the second					
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO309	High Street, Thornbury	No	No	No	Yes	No	No	No	No
	732-848 & 827-927 High Street Thornbury								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO310	Plow Street Precinct	No	No	No	Yes	No	No	No	No

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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	Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	1-31 & 2-30 Plow Street Thornbury								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO311	Rossmoyne Street Precinct	No	No	No	Yes	No	No	No	No
	43-67 & 50-78 Rossmoyne Street Thornbury								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO181	Woolton Avenue, 55-67 & 52-60 Woolton Avenue, Thornbury	No	No	No	Yes	No	No	No	No
HO295	Whittlesea Railway Precinct	No	No	No	Yes	No	No	No	No
	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 (2022)								
HO315	Fairfield Village Heritage Precinct	Yes	No	Yes - Two palm	Yes	No	No	No	No
	Railway Place, Fairfield Railway Station and reserve, Wingrove Street and Station Street, Fairfield			trees on the railway reserve					
	Incorporated plan:								

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO318	Thornbury Park Estate Precinct*	No	No	No	Yes	No	No	No	No
Interim Control									
Expiry Date:									
24/04/2025									
	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
НО3	35 Arthur Street, Fairfield (House)	Yes	No	No	Yes	No	No	No	No

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
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	Yes	Yes	No	Yes	No	No	No	No
	Incorporated document								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO38	Uniting (Former Methodist) Church complex, 797-809Heidelberg Road, Alphington	Yes	No	No	Yes	No	No	No	No
HO39	Hills View (former), 849-851, Heidelberg Road, Alphington	Yes	No	No	Yes	No	No	Yes	No

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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?
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								
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

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	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?
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
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

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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		Prohibited uses may be permitted?	Aboriginal heritage place?
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
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

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
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
HO132	581-599 High Street, Northcote (Shops & Houses)	Yes	No	No	Yes	No	No	Yes	No
HO133	607-617 High Street, Northcote (Croxton 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:	Yes	Yes	No	Yes	No	No	Yes	No

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	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 (2022)								
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
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

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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		Prohibited uses may be permitted?	Aboriginal heritage place?
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
H077	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
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

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
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
	Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
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 (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 (2022)	No	No	No	Yes	No	No	No	No
HO205	House 664 Bell Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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 (2022)	No	No	No	Yes	No	No	No	No
HO207	Former Stables 43 Carlisle Street Preston Incorporated plan:	No	No	No	Yes	No	No	No	No

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
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	No	No	Yes	Yes	Yes - Front Fence	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO209	House 93 Cramer Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:			7//					
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
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 (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
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

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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		Prohibited uses may be permitted?	Aboriginal heritage place?
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
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	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								

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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?
HO230	House (Crawford) 12 Hotham Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
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	No	No	Yes - Canary Island Palm	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO234	House and Shop	No	No	No	Yes	No	No	No	No
	65 Jessie Street Preston								
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO235	House 65 May Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
HO236	Miller Street Tramway Bridge Miller Street Preston	No	No	No	Yes	No	No (part Ref No	No	No
	Incorporated plan:						H2031 refer		
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)						HO144)		
HO237	House 4 Mount Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO238	Houses (Yarraberb & Leura) 7 & 9 Mount Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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	Yes	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO240	East Preston Tram Depot 211-243 Plenty Road Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
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	No	Yes	No	Yes	No	No	No	No
	Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)			7,					
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 (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	No	No	No	Yes	No	No	No	No

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
HO246	House 16 Regent Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO247	House (Cliveden) 18 Regent Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO248	House and Canary Island Palms 30 Regent Street, Preston	No	No	Yes - Canary Island Palms	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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	No	No	No	Yes	No	No	No	No
	Incorporated plan:								

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
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 (2022)	No	No	No	Yes	No	No	No	No
HO253	Houses (Wahroonga & Leaholme) 297 & 299 Tyler Street Preston Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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 (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	No	No	No	Yes	No	No	No	No

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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 (2022)								
HO256	House (St John's Villa) 282 Wood Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO94	Greek Orthodox Church Yann Street, Preston	Yes	No	No	Yes	No	No	No	No
HO257	House 8 Yann Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO258	House 17 Yann Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO259	Grandview Dairy (former) 16 Young Street Preston	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	Reservoir								
HO260	House and Fence 18 Barton Street Reservoir	No	No	No	Yes	Yes - Front Fence	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO261	St Mark's Anglican Church and Vicarage 19-21 Beatty Street Reservoir	No	No	No	Yes	No	No	No	No
HO262	House and fence 194 Edwardes Street Reservoir	No	No	No	Yes	Yes - Front Fence	No	No	No
	Incorporated plan:			W A					
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
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	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								

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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?
HO267	House 689 Gilbert Road Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)	No	No	No	Yes	No	No	No	No
HO268	House 40 Gloucester Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)	No	No	Yes - Canary Island Palm	Yes	No	No	No	No
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 (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 (2022)	No	No	No	Yes	No	No	No	No

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	Tree controls apply?	Solar energy system controls apply?		Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
HO275	House (Annandale) 40 Leamington Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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 Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)	No	No	Yes - Canary Island Palm	Yes	No	No	No	No
HO278	House (Rosehill) 7 Pellew Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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:	No	No	No	Yes	No	No	No	No

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
HO282	House 1 Wild Street Reservoir Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)	No	No	No	Yes	No	No	No	No
	Thornbury								
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

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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	Victorian Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
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
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
HO334	Fogolar Furlan Social Club 1 Matisi Street, Thombury (Social Club) Statement of Significance:	<u>No</u>	<u>No.</u>	<u>No.</u>	<u>No.</u>	Yes	<u>No.</u>	<u>No.</u>	<u>No.</u>

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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	Heritage	Prohibited uses may be permitted?	Aboriginal heritage place?
	Statement of Significance - Furlan Club, 1 Matisi Street, Thornbury (Extent Heritage, March 2025) Incorporated Plan: Incorporated Plan - Furlan Club, 1 Matisi Street, Thornbury Permit Exemptions (Extent Heritage March 2025)								
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
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

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	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?
HO293	House (Hillside) 6 Speight Street Thornbury Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (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	331-333 Heidelberg Road, Northcote (Former Residence) Incorporated plan: City of Darebin Heritage Study Incorporated Plan - Permit exemptions (2022) Statement of significance: 331-333 Heidelberg Road, Northcote (Former Residence) Statement of Significance, September 2022	No	No	No	Yes	No	No	No	No
HO321	159-179 Heidelberg Road, Northcote (Former Fairfield Hat Mills Complex [later Department of Aircraft Production branch]) Incorporated plan:	No	No	No	Yes	No	No	No	No

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	or fences not exempt	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 (2022)								
	Statement of significance:								
	159-179 Heidelberg Road, Northcote (Former Fairfield Hat Mills Complex [later Department of Aircraft Production branch]) Statement of Significance, September 2022								
HO322	257 Heidelberg Road, Northcote (Residence)	No	No	No	Yes	Yes-masonry fence	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)			V					
	Statement of significance:								
	257 Heidelberg Road, Northcote (Residence) Statement of Significance, September 2022								
HO323	273-289 Heidelberg Road, Northcote (Church of Jesus Christ of the Latter-day Saints, Northcote)	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
	Statement of significance:								
	273-289 Heidelberg Road, Northcote (Church of Jesus Christ of the Latter-day Saints, Northcote) Statement of Significance, September 2022								

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	alteration	Tree controls apply?	Solar energy system controls apply?		Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO324	441 Heidelberg Road, Fairfield (Marineuie Court)	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
	Statement of significance:								
	441 Heidelberg Road, Fairfield (Marineuie Court) Statement of Significance, September 2022								
HO325	521 Heidelberg Road, Alphington (Residence)	No	No	No	Yes	Yes- masonry fence	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)			7/					
	Statement of significance:								
	521 Heidelberg Road, Alphington (Residence) Statement of Significance, September 2022			, v					
HO326	607 Heidelberg Road, Alphington (Kia-Ora)	No	No	No	Yes	No	No	No	No
	Incorporated plan:								
	City of Darebin Heritage Study Incorporated Plan - Permit Exemptions (2022)								
	Statement of significance:								
	607 Heidelberg Road, Alphington (Kia-Ora) Statement of Significance, September 2022								

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DAREBIN PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?		Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses may be permitted?	Aboriginal heritage place?
HO315	Preston Market,	Yes	Yes	No	Yes	No	No	No	No
	The Centreway, Preston								
	Statement of significance:								
	Preston Market, (RBA Architects and GJM Heritage, 2023)								
	Heritage design guidelines:								
	Heritage design guidelines: Preston Market (GJM Heritage, August 2023)								
	Incorporated Plan:								
	Incorporated Plan - Permit Exemptions: Preston Market, (GJM Heritage, 2023)	Ť							

^{*}Denotes interim controls apply



Furlan Club, 1 Matisi Street, Thornbury

Heritage Place: Furlan Club

Citation Status: Draft

HO Reference: TBA

Date Updated: 6/03/2025

Address: 1 Matisi Street, Thornbury



Figure 1. View of western elevation from Matisi Street. Source: Extent Heritage Pty Ltd, 2024.

Key Theme: Peopling Darebin: Migrating to **Item Group:** Community Facilities Seek Opportunity

Item Type: Hall, Club/Hall, Social Key Sub-theme: Post Second World War

Immigrants

Designer: Franco Faelli

Builder(s): Alert Constructions (De Pellegrin Pty Construction: 1981

Ltd) and Volunteers

Significance Level: Local

	0	External paint controls	0	Internal alteration controls	0	Tree controls
Controls:	0	Included on Victorian Heritage Register		Incorporated Plans (see Appendix E)		Outbuildings and fence not exempt
		Prohibited uses may	\bigcirc	Aboriginal Heritage	\bigcirc	Solar energy system

Place

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury

be permitted

controls



Curtilage



Figure 2. Map showing 1 Matisi Street, Thornbury site boundary.

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury

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Figure 3. Map showing significant, contributory and non-contributory elements within the site.

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury

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Statement of Significance

What is significant?

The Furlan Club, otherwise known as 'Club Fooglar Furlan', at 1 Matisi Street, Thornbury, is significant. Specifically, the general form, scale, location and footprint of the 1981 club building and Bocce Courts, is of local heritage significance. The 1994-5 extensions to the southern and western elevations, along with the original front boundary fence and 1981 caretaker's cottage, are considered contributory elements. The car-parking, landscaping elements and portecochere are not significant (see Figure 3).

How is it significant?

The Furlan Club is of local historical and social significance to the City of Darebin.

Why is it significant?

The Furlan Club is of historical significance as a long-standing purpose-built Italian social club established by migrants from the Friuli region of Italy following successive waves of post-war Italian migration to the municipality of Darebin. Built by volunteers, the site (including the original building, extensions, boundary fence and gate), not only illustrates the social and cultural history of post-war migration to Thornbury and surrounds, but also the ways in which the local diasporic Italian community maintained their cultural heritage, social connections, and identity in the context of a new country. The freestanding caretaker's cottage, which was used as a support space for recently arrived migrants from the Friuli region, also reflects the club's role in supporting newly arrived migrants as they settled into the local community. This period of migration contributed to the development of the Darebin municipality as a place of rich cultural, ethnic and religious diversity, and the Furlan Club building comprises a tangible outcome of this transformation. (Criterion A)

The Furlan Club is of social significance as a social club that has been in continual use by Darebin's Friulian and broader Italian community for a diverse range of Friuli and Italian cultural and social activities for over 40 years. This is clearly embodied in the use, scale and hall-style form of the multi-function building, particularly the Bocce Courts, kitchen, member's lounge, main hall/ballroom, and squash halls. Later extensions, particularly the bistro, lounge and bar areas, also contribute to its social significance by illustrating the evolving needs of the community. Together, these features demonstrate the building's use for social gatherings, recreational activities and traditional Furlan customs, including bocce, dances, and other cultural celebrations. It not only serves as a focal point and meeting place for Darebin's substantial present-day Italian community but is a place where strong and special attachments have been cultivated via cultural exchange and shared pasts. (Criterion G)

HERON Criteria Assessment

Crite	erion	Assessment
Α	Importance to the course, or pattern of our cultural or natural history	The Furlan Club is of historical significance as a long-standing purpose-built Italian social club established by migrants from the Friuli region of Italy following

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury



		successive waves of post-war Italian migration to the municipality of Darebin. Built by volunteers, the site (including the original building, extensions, boundary fence and gate), not only illustrates the social and cultural history of post-war migration to Thornbury and surrounds, but also the ways in which the local diasporic Italian community maintained their cultural heritage, social connections, and identity in the context of a new country. The freestanding caretaker's cottage, which was used as a support space for recently arrived migrants from the Friuli region, also reflects the club's role in supporting newly arrived migrants as they settled into the local community. This period of migration contributed to the development of the Darebin municipality as a place of rich cultural, ethnic and religious diversity, and the Furlan Club building comprises a tangible outcome of this transformation
В	Possession of uncommon, rare or endangered aspects of our cultural or natural history	This place does not meet this criterion.
С	Potential to yield information that will contribute to an understanding of our cultural or natural history	This place does not meet this criterion.
D	Important in demonstrating the principal characteristics of a class of cultural or natural places or environments	This place does not meet this criterion.
Е	Importance in exhibiting particular aesthetic characteristics	This place does not meet this criterion.
F	Importance in demonstrating a high degree of creative or technical achievement at a particular period	This place does not meet this 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 the continuing and developing cultural traditions	The Furlan Club is of social significance as a social club that has been in continual use by Darebin's Friulian and broader Italian community for a diverse range of Friuli and Italian cultural and social activities for over 40 years. This is clearly embodied in the use, scale and hall-style form of the multi-function building, particularly the Bocce Courts, kitchen, member's lounge, main hall, and squash halls. Later extensions, particularly the bistro, lounge and bar areas, also contribute to its social significance by

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury



Н	Special association with the life or works of a person, or group of persons, of importance in our history.	celebrations. It not only serves as a focal point and meeting place for Darebin's substantial present-day Italian community but is a place where strong and special attachments have been cultivated via cultural exchange and shared pasts. This place does not meet this criterion.
		illustrating the evolving needs of the community. Together, these features demonstrate the building's use for social gatherings, recreational activities and traditional Furlan customs, including bocce, dances, and other cultural

DAREBIN PLANNING SCHEME

DAREBIN PLANNING SCHEME

INCORPORATED PLAN

Furlan Club

1 Matisi Street, Thornbury 3071

March 2025

Page 1 of 3

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

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DAREBIN PLANNING SCHEME

Furlan Club, 1 Matisi Street, Thornbury

1. Introduction

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

This incorporated plan establishes planning permit exemptions in respect of land at 1 Matisi Street, Thornbury (the land).

The land is occupied by the Furlan Club and is affected by a Heritage Overlay HO334, which selects 'Incorporated Plans' in the Schedule to Clause 43.01.

2. Purpose

The purpose of this incorporated plan is to ensure that alterations and new works do not adversely affect the significance of the Furlan Club, while recognising that its social value is dependent on the evolving operational requirements of the place as a migrant club venue for the purposes of social and cultural gatherings, recreational activities and dining.

3. Planning Permit Exemptions

This incorporated plan establishes planning permit exemptions, for the land, under the provisions of Clause 43.01-3 of the planning scheme.

The permit exemptions, set out in Clause 4 of this incorporated plan, prevail over any contrary or inconsistent provision in Clause 43.01 of the planning scheme.

4. Site specific exemptions under Clause 43.01-3

A planning permit is not required under Clause 43.01-1 of the planning scheme for the land at 1 Matisi Street, Thornbury to:

External works

- Carry out external works to significant and contributory features that enhance the function of the place to support social and cultural gatherings, and Club recreational and dining activities, including:
 - Constructing or displaying a sign;
 - Installing shade structures, awnings, or weather protection to improve outdoor usability;
 - Non like-for-like routine repairs and maintenance, provided that they enhance the function and use of the place for social and cultural purposes;
 - Enhancing accessibility features, such as ramps or handrails, to ensure inclusivity for Club users:

Page 2 of 3

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

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DAREBIN PLANNING SCHEME

- Alterations and additions to the contributory features as shown in the map along the southern and western elevations (not including demolition).
- Installing or upgrading ventilation, heating, and cooling systems;
- Implementing security measures, such as CCTV, alarms, or keyless entry systems, to ensure the safety of members and visitors;
- Construction or demolition of a rear or shared boundary fence (not including street fence).



Figure. Map showing significant, contributory and non-contributory elements within the site.

Page 3 of 3

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

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DAREBIN PLANNING SCHEME

15/01/2024 VC249

SCHEDULE TO CLAUSE 72.04 INCORPORATED DOCUMENTS

1.0 Incorporated documents

11/04/2025--/--/----GC252Proposed C226dare

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
159-179 Heidelberg Road, Northcote (Former Fairfield Hat Mills Complex (later Department of Aircraft Production branch) Statement of Significance, September 2022	C203dare
257 Heidelberg Road, Northcote (Residence) Statement of Significance, September 2022	C203dare
273289 Heidelberg Road, Northcote (Church of Jesus Christ of the Latter-day Saints, Northcote) Statement of Significance, September 2022	C203dare
331-333 Heidelberg Road, Northcote (Former Residence) Statement of Significance, September 2022	C203dare
441 Heidelberg Road, Fairfield (Marineuie Court) Statement of Significance, September 2022	C203dare
521 Heidelberg Road, Alphington (Residence) Statement of Significance, September 2022	C203dare
607 Heidelberg Road, Alphington (Kia-Ora) Statement of Significance, September 2022	C203dare
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
Austin Hospital Emergency Helicopter Flight Path Protection (Department of Transport and Planning, October 2024)	GC242
Biosciences Research Centre Incorporated Document, June 2008	C94
Chandler Highway Upgrade Incorporated Document, March 2016 (Amended December 2017)	GC80
City of Darebin Heritage Study Incorporated Plan – Permit Exemptions (2022)	C203dare
Concept Plan and Building Envelope Plan, Northland Plan No 3, September 2000	C21
Darebin Development Contributions Plan 2019 (Hill PDA, December 2023)	VC249
High Street, Reservoir Level Crossing Removal Project Incorporated Document, March 2018	GC86
Hurstbridge Rail Line Upgrade 2017 Incorporated Document, January 2017	GC60
Incorporated Plan – Preston Market Permit Exemptions (GJM Heritage, July 2023)	C182dare
Incorporated Plan - Furlan Club, 1 Matisi Street, Thornbury Permit Exemptions (Extent Heritage, March 2025)	C226dare
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

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Name of document	Introduced by:
Lancaster Gate Tree Protection Plan – Stages 1 and 2 – 1 September 2003	C51
Preston Central Incorporated Plan (Darebin City Council, December 2023)	GC252
Heritage design guidelines: Preston Market (GJM Heritage, August 2023)	C182dare
Statement of significance: Preston Market (RBA Architects and GJM Heritage, 2020)	C182dare
Statement of Significance: Furlan Club, 1 Matisi Street, Thornbury (Extent Heritage, March 2025)	C226dare
Vegetation Survey – Former Kingsbury Centre Site, Bundoora - Map 2	C5



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DAREBIN PLANNING SCHEME

31/07/2018 VC148

SCHEDULE TO CLAUSE 72.08 BACKGROUND DOCUMENTS

1.0 Background documents

11/04/2025--/--/----GC252Proposed C226dare

Name of background document	Amendment number - clause reference
Asset Management Strategy 2013 (Darebin City Council, 2013)	C138
Assessment of Trees for VPO Update in Springthorpe Estate (Homewood Consulting Pty Ltd, 2010)	C105
Bell Street Corridor Strategy (Hansen Partnership Pty Ltd, 2006)	C087
Beyond FIDO: Public Art Strategy 2006-2015 (Darebin City Council, 2006)	C138
Bundoora Park Precinct Master Plan 2013-2025 (Darebin City Council, 2012)	C138
Central Creek Grassland (Ngarri-djarrang) 5 Year Works Plan (Merri Creek Management Committee, 2010)	C138
City of Darebin Citations for Individually Significant Buildings (City of Darebin, Allom Lovell and Associates, 1996)	C55
City of Darebin Heritage Study: Volume 3, Key Findings & Recommendations (Context Pty Ltd, 2008)	C107
City of Darebin Heritage Study: Volume 4a, Preston Central Heritage Assessment, Key Findings and Recommendations (Context Pty Ltd, 2008)	C107
City of Darebin Heritage Study, Volume 4b, Preston Central Heritage Place Citations (Context Pty Ltd, 2008)	C107
City of Darebin Retail Activity Centres Strategy (Essential Economic Pty Ptd, Planning by Design and David Lock Associates, 2005)	C138
Climate Change and Peak Oil Adaptation Plan (Pazit Taygfeld and Donovan Burton, 2009)	C138
Community Health and Wellbeing Plan 2009-2013 (City of Darebin, 2009)	C138
Darebin Active and Healthy Ageing Strategy 2011-2021 (Darebin City Council, 2011)	C138
Darebin Business Development and Employment Strategy 2012-2015 (Darebin City Council, 2012)	C138
Darebin City Council Arts and Cultural Plan 2008-2013 (Darebin City Council, 2008)	C138
Darebin Community Safety Strategy 2012-2016 (City of Darebin, 2012)	C138
Darebin Creek Design and Development Guidelines (David Lock Associates, 2000)	C015
Darebin Cycling Strategy 2013-2018 (Darebin City Council, 2013)	C138
Darebin Digital Strategy 2013-2018 (Darebin City Council, 2013)	C138
Darebin Drainage Strategy (Hyder Consulting, 1999)	C015
Darebin Early Years Plan 2011-2021 (Darebin City Council, 2011)	C138
Darebin Economic Land Use Strategy (Darebin City Council, 2014)	C138
Darebin Electronic Gaming Machine Policy and Strategic Action Plan 2010-2014 (Darebin City Council, 2009)	C138
Darebin Heritage Review Volumes 1, 2, & 3 (Andrew Ward, 2001)	C55
Darebin Housing Strategy 2013 (Darebin City Council, revised 2015)	C147
Darebin Litter Plan 2011-2014 (Sue Phillips, 2011)	C138

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Name of background document	Amendment number
Darebin Neighbourhood Character Study (Planisphere, 2007)	C88
Darebin Open Space Strategy 2007-2017 (Darebin City Council, 2008)	C138
Darebin Safe Travel Strategy 2010-2015: A New Approach to Road Safety (Darebin City Council, 2010)	C138
Darebin Waste and Litter Strategy 2015-2025 (Darebin City Council with assistance from Blue Environment, 2015)	GC42
Darebin Development Contributions Plan 2019 (HillPDA Consulting, 2022)	C170dare
Development Guidelines for Merri Creek (Merri Creek Management Committee, 2004)	C015
Disability Access and Inclusion Plan 2009-2013 (Darebin City Council, 2009)	C138
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
Furlan Club, 1 Matisi Street, Thornbury – Heritage Citation (Extent Heritage, March 2025)	C226dare
Going Places – The Darebin Transport Strategy 2007-2027 (Darebin City Council, 2007)	C138
Green Business Attraction Strategy 2012-2015 (Charter Keck Cramer, 2012)	C138
GreenStreets Streetscape Strategy 2012-2020 (Darebin City Council, 2012)	C138
Guidelines for the Application and Implementation of Travel Plans for New Development in Darebin (PBA International Australia, 2005)	C68
Heidelberg Road Heritage Assessment - Final Report, September 2020 (amended September 2022)	C203dare
High Street Study Precinct Guidelines: Towards a Sustainable Spine for Darebin (David Lock Associates & Planisphere, 2005)	C81
High Street Study Urban Design Framework (David Lock Associates & Planisphere, 2005)	C81
Industrial Land Use Strategy: A Framework for Decision Making (Darebin City Council, 2001)	C81
Leisure Strategy 2010-2020 (Darebin City Council, 2010)	C138
Lower Darebin Creek Concept Plan (Melbourne Parks and Waterways, 1996)	C015
Merri Creek and Environs Strategy 2009-2014 (Merri Creek Management Committee, 2009)	C138
Northcote Activity Centre Medium and Low Change Residential Areas Precinct Guidelines (Darebin City Council, 2008)	C81
Northcote Activity Centre Structure Plan 2007 (Ecologically Sustainable Design Pty Ltd and Alpha Plan, 2007)	C095
Northland Residential Neighbourhood Precinct Structure Plan (Darebin City Council, 2014)	C147
Playspace Strategy 2010-2020 (Darebin City Council, 2010)	C138
Plenty Road Integrated Land Use and Transport Study (Darebin City Council, 2013)	C138
Preston (High Street) Activity Centre Plan (Victorian Planning Authority, 2025)	GC252

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DAREBIN PLANNING SCHEME

Name of background document	Amendment number - clause reference
Preston Central Structure Plan (Darebin City Council, 2023)	GC252
Preston Market Heritage Interpretation Strategy (Lookear, 2020)	C182dare
Reservoir 2030: The Reservoir Structure Plan (Darebin City Council, 2012)	C138
Residential Built Form Guidelines (Darebin City Council, 2014)	C153
Responding to Housing Stress: A Local Action Plan (Darebin City Council, 2010)	C138
Safer Design Guidelines for Victoria (Department of Sustainability and Environment, 2005)	C138
Urban Design Charter for Victoria (DELWP, 2010)	C138
Urban Design Framework 2015: St Georges Road and Plenty Road Corridors (Darebin City Council, 2017)	C137
Urban Renewal Strategy: High Street and Plenty Road (Charter Keck Cramer, 2011)	C138
Watershed: Towards a Water Sensitive Darebin - Darebin City Council Whole of Water Cycle Management Strategy2015-2025 (Darebin City Council with assistance from E2Designlan, 2015)	GC42

Furlan Club 1 Matisi Street, Thornbury

Heritage Citation

Prepared for City of Darebin

March 2025 - Final



extentheritage.com.au

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Document information

Extent Heritage Project No.:	0324268
Client:	City of Darebin
Project:	Furlan Club – Updated Citation and Additional Investigations
Site Location:	1 Matisi Street, Thornbury

Document control

Version	Internal reviewer	Date	Review type
Draft 1		18 November 2024	QA
Draft 2		27 January 2025	Updates
Draft 2		28 January 2025	QA
Final 1		20 February 2025	Mapping
Final 2		3 March 2025	Mapping and permit exemptions

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Limitations

1. Physical access to the site was limited to visual inspection from the public domain. The interior was not accessed as part of this heritage study.

- 2. Inspections of the interior were undertaken virtually using photography from 2024.
- 3. Condition and site modification assessment was limited to available secondary material, current documentary and photographic evidence and a visual inspection undertaken from the public domain.
- 4. The historical notes provided for this citation are not considered to be an exhaustive history of the site.





Furlan Club, 1 Matisi Street, Thornbury

Heritage Place: Furlan Club Citation Status: Draft **Date Updated: 6/03/2025 HO Reference: TBA**

Address: 1 Matisi Street, Thornbury



Figure 1. View of western elevation from Matisi Street. Source: Extent Heritage Pty Ltd, 2024.

Key Theme: Peopling Darebin: Migrating to Item Group: Community Facilities Seek Opportunity

Item Type: Hall, Club/Hall, Social Key Sub-theme: Post Second World War

Immigrants

Designer: Franco Faelli

Ltd) and Volunteers

Construction: 1981 Builder(s): Alert Constructions (De Pellegrin Pty

S	ian	ifican	ce I	evel-	Loca
J	ıyıı	IIIIGaii	CCL		LUCa

External paint controls Tree controls controls Included on Victorian Incorporated Plans Outbuildings and fence Controls: Heritage Register (see Appendix E) not exempt

> Prohibited uses may Aboriginal Heritage Solar energy system be permitted Place controls

Internal alteration



Curtilage



Figure 2. Map showing 1 Matisi Street, Thornbury site boundary.

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury

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Figure 3. Map showing significant, contributory and non-contributory elements within the site.

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury

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Statement of Significance

What is significant?

The Furlan Club, otherwise known as 'Club Fooglar Furlan', at 1 Matisi Street, Thornbury, is significant. Specifically, the general form, scale, location and footprint of the 1981 club building and Bocce Courts, is of local heritage significance. The 1994-5 extensions to the southern and western elevations, along with the original front boundary fence and 1981 caretaker's cottage, are considered contributory elements. The car-parking, landscaping elements and portecochere are not significant (see Figure 3).

How is it significant?

The Furlan Club is of local historical and social significance to the City of Darebin.

Why is it significant?

The Furlan Club is of historical significance as a long-standing purpose-built Italian social club established by migrants from the Friuli region of Italy following successive waves of post-war Italian migration to the municipality of Darebin. Built by volunteers, the site (including the original building, extensions, boundary fence and gate), not only illustrates the social and cultural history of post-war migration to Thornbury and surrounds, but also the ways in which the local diasporic Italian community maintained their cultural heritage, social connections, and identity in the context of a new country. The freestanding caretaker's cottage, which was used as a support space for recently arrived migrants from the Friuli region, also reflects the club's role in supporting newly arrived migrants as they settled into the local community. This period of migration contributed to the development of the Darebin municipality as a place of rich cultural, ethnic and religious diversity, and the Furlan Club building comprises a tangible outcome of this transformation. (Criterion A)

The Furlan Club is of social significance as a social club that has been in continual use by Darebin's Friulian and broader Italian community for a diverse range of Friuli and Italian cultural and social activities for over 40 years. This is clearly embodied in the use, scale and hall-style form of the multi-function building, particularly the Bocce Courts, kitchen, member's lounge, main hall/ballroom, and squash halls. Later extensions, particularly the bistro, lounge and bar areas, also contribute to its social significance by illustrating the evolving needs of the community. Together, these features demonstrate the building's use for social gatherings, recreational activities and traditional Furlan customs, including bocce, dances, and other cultural celebrations. It not only serves as a focal point and meeting place for Darebin's substantial present-day Italian community but is a place where strong and special attachments have been cultivated via cultural exchange and shared pasts. (Criterion G)

HERON Criteria Assessment

Cri	terion	Assessment
A	Importance to the course, or pattern of our cultural or natural history	The Furlan Club is of historical significance as a long-standing purpose-built Italian social club established by migrants from the Friuli region of Italy following

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		successive waves of post-war Italian migration to the municipality of Darebin. Built by volunteers, the site (including the original building, extensions, boundary fence and gate), not only illustrates the social and cultural history of post-war migration to Thornbury and surrounds, but also the ways in which the local diasporic Italian community maintained their cultural heritage, social connections, and identity in the context of a new country. The freestanding caretaker's cottage, which was used as a support space for recently arrived migrants from the Friuli region, also reflects the club's role in supporting newly arrived migrants as they settled into the local community. This period of migration contributed to the development of the Darebin municipality as a place of rich cultural, ethnic and religious diversity, and the Furlan Club building comprises a tangible outcome of this transformation
В	Possession of uncommon, rare or endangered aspects of our cultural or natural history	This place does not meet this criterion.
С	Potential to yield information that will contribute to an understanding of our cultural or natural history	This place does not meet this criterion.
D	Important in demonstrating the principal characteristics of a class of cultural or natural places or environments	This place does not meet this criterion.
Е	Importance in exhibiting particular aesthetic characteristics	This place does not meet this criterion.
F	Importance in demonstrating a high degree of creative or technical achievement at a particular period	This place does not meet this 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 the continuing and developing cultural traditions	The Furlan Club is of social significance as a social club that has been in continual use by Darebin's Friulian and broader Italian community for a diverse range of Friuli and Italian cultural and social activities for over 40 years. This is clearly embodied in the use, scale and hall-style form of the multi-function building, particularly the Bocce Courts, kitchen, member's lounge, main hall, and squash halls. Later extensions, particularly the bistro, lounge and bar areas, also contribute to its social significance by

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		illustrating the evolving needs of the community. Together, these features demonstrate the building's use for social gatherings, recreational activities and traditional Furlan customs, including bocce, dances, and other cultural celebrations. It not only serves as a focal point and meeting place for Darebin's substantial present-day Italian community but is a place where strong and special attachments have been cultivated via cultural exchange and shared pasts.
Н	Special association with the life or works of a person, or group of persons, of importance in our history.	This place does not meet this criterion.

Description

Physical Analysis

The Fogolar Furlan Social Club comprises a large single storey building constructed of prefabricated concrete panels, articulated with simple square and rectangular aluminium, windows. Most concrete panels across all elevations have been overpainted. The roof form is concealed behind a parapet. A large porte-cochere with a pyramidal roof constructed of corrugated iron defines the main entrance, which is set back from the street, accommodating an entrance driveway and set down area that leads to a car park. The south-west elevations fronting Matisi Street and the main driveway houses the heritage room, gaming room and bistro, while the northern elevation, comprising the ballroom, kitchen and visually dominant bocce courts, front Collins Street.

The southern elevation is visually anchored by hipped roof corners at either end, each with fixed windows. Centrally located along this elevation is the main entrance. Between the hipped roof corners, an outdoor verandah enclosed with glass fencing spans a portion of the façade. This verandah accommodates outdoor restaurant seating. Meanwhile, the western elevation is primarily distinguished by a sawtooth roof profile punctuated with fixed windows. A concrete block fence runs along this elevation and includes a driveway aluminium gate adorned with geometric patterns.

The northern elevation is distinguished by its substantial scale, geometric massing and utilitarian appearance. Of particular note is the indoor Bocce Court, which comprises a large, rectilinear hall constructed of concrete. A distinctive feature along the northern elevation is the concrete block fence, which runs parallel to the building, creating a buffer and defining the property boundary. The fence is set back from the building, allowing for a front lawn. As with the fence along the western elevation, this fence includes two aluminium gates that are adorned with geometric patterns and inscribed with the letters "C F F," referencing the club's name.

The northern elevation itself is further articulated by fixed windows that punctuate the concrete facade, bringing light into the interior spaces while maintaining the building's clean lines. A verandah constructed of corrugated iron runs along the ballroom on this elevation. The large



indoor bocce court, a key feature of the club, is housed in a rectilinear hall constructed from concrete, emphasising the club's utilitarian and community-focused design.

At the north-west corner of the property, there is a one-storey brick residential house with a hipped roof clad in terracotta tiles. The property is now surrounded by industrial buildings on the north, east, and south sides due to a series of more recent subdivisions.

Alterations and Additions

- Northern grounds re-landscaped (after 1987).
- Internal renovations to southern wing, including introduction of a gaming room and poker machines (1993).
- Internal renovations to kitchen, restaurant and bistro/meals area (1993).
- Addition of large porte-cochere with a pyramidal roof at the club's main entrance (1994-5).
- Extensions to southern and western elevations (bistro / gaming room / lounge rooms) (1994-5).
- Internal renovations to bistro/restaurant area, including introduction of a children's room (2008).
- Exterior overpainted (c.2008).
- Verandah added to northern elevation (c.2008).
- Ground floor bay to northern elevation removed (c.2008).
- Recessed entrance to northern elevation in-filled (date unknown).
- Extensions to northern elevation (date unknown).
- Internal fire damage to heritage room, gaming room and bistro along southern and western elevations (2024).
- External fire damage to 1994-5 southern elevation extensions (2024).

History

Historical Context

The area presently known as the City of Darebin is the traditional home of the Wurundjeri Woi Wurrung peoples of the Kulin Nation. Formerly characterised by pre-contact grassy and flowering woodlands, and basalt rocky banks of the Merri Creek (Merri Merri), the abundant habitat provided Traditional Owners access to a range of water, plant and animal resources integral to their way of life. The onset of colonialism had a devastating impact on the Wurundjeri Woi Wurrung, and by 1840, all of the land comprising present day Darebin had been taken up by graziers or land prospectors (City of Darebin 2024). Despite decades of ongoing dispossession, the rich cultural heritage of the Traditional Owners in Darebin has enduring presence to this day. Through continued resistance and the passing down of Indigenous knowledge, the Wurundjeri Woi Wurrung people maintain ongoing connection to, and care for Country.

European colonial settlement in what would become the suburb of Thornbury grew gradually following the 1838-40 Crown Land Sales, which saw the area on either side of the Merri Creek subdivided into long, narrow allotments for farming purposes (Lemon 1983). While Melbourne's



1880s land boom saw urban boundaries pushed out and the erection of a bridge with vehicular access over the Merri Creek at St George's Road in 1886, dense residential and commercial development in Thornbury only truly gained momentum in the early twentieth century following the opening of the direct railway line from Melbourne to Thornbury in 1904 and the subsequent establishment of brickworks in the area and the neighboring suburbs of Preston and Northcote (Context Pty Ltd 2008, 28).

More significant population growth took place following World War I, as shops along High Street began to merge with those in Croxton and the northern extent of Northcote (City of Darebin 2024). Residential development rapidly ballooned during this period and was accompanied by the establishment of more ornate commercial buildings. Population growth and migration in the post-war period not only saw further transformation to Thornbury's streetscapes in the form of infill development, but also in the form of new commercial, recreational, religious and residential buildings that were established by the suburb's growing Italian and Greek communities (City of Darebin 2024).

European Migration to the City of Darebin

The first European settlers in Darebin were predominantly English and Irish Protestants who established small farming communities. Many landowners did not settle in the area but rather intended to make their fortune buying and selling land. Later German and Chinese market gardeners moved to the area c.1880, however by the end of the Second World War, the area was almost entirely of British or Irish origin. The area saw its greatest growth in the post-war immigration period where large numbers of Italians, Greeks and Macedonians settled in the area. Many immigrants who had initially settled in inner Melbourne were later drawn to the outer suburbs, attracted by Northcote's factories and affordable housing provided by the Housing Commission of Victoria (Context 2008, 78). By 1981, almost one third of Northcote's population were born overseas in places other than Britain and Ireland (Context 2008, 24).

As underscored in the *City of Darebin Thematic Environmental History*, this period of migration and the impact on the built form of the area:

"They changed the landscape of the Merrilands estate with concrete, brick veneer homes and mini farms in their backyards with chooks, fruit and vegetable gardens, homemade vino, salsa, pasta e salsicce. They recycled everything before it was fashionable. The agrarian foods they ate and still prepare today are now part of our gourmet food culture" (quoted in Context Pty Ltd 2008, 24).

The changes in population were reflected in the built character of the area in the form of new shops, restaurants and community institutions, and social clubs, effectively re-inscribing Anglo neighbourhoods with distinct built cultural markers (Context Pty Ltd 2011, 35; Beynon, 2009). This not only included the adaptation of existing buildings, such as the transformation of the Northcote Theatre into the Italia Hall Reception Centre, but also the development of purposebuilt structures that could accommodate new social and cultural activities.

Migrant social clubs in particular emerged as a distinct typology across Melbourne's northern and western suburbs between the 1960s and 80s, offering spaces for diasporic cultural expression, recreation and social support (Arapakis 2022, 799; Marino 2021, 12; Del Zotto 2014/15, 5; Context Pty Ltd 2011, 35, 65). These clubs were often established along ethnic or

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national lines, catering to specific communities who shared common languages, traditions, and cultural practices. Some Italian Clubs were also organised into regional associations, allowing each community to maintain a sense of cultural continuity, while providing familiar environments for gatherings and celebrations.

Migrant social clubs were typically pragmatic and utilitarian in their appearance, shaped by functional needs and limited resources. While some were established in existing or adaptively reused structures, such as the Italia Hall Reception Centre, others were purpose-built with a focus on utility rather than decorative design, as is the case at the Furlan Club at 1 Matisi Street, Thornbury and the Preston Makedonia Social Club at 231 Broadhurst Avenue, Reservoir. This utilitarian approach not only kept costs low but also prioritised the provision of flexible, open spaces that could accommodate a wide range of community activities.

Place History

As noted above, post-war migration to Victoria fostered the growth of a vibrant Continental European migrant community in Melbourne's northern and western suburbs between the 1950s and 1970s (Government of Victoria 2024; Bal 2001, 37). The significance of this migration phase to the City of Darebin has been documented in key studies such as the *City of Darebin's Thematic Environmental History* and the *Victoria's Post-1940s Migration Darebin Pilot Project* (Context Pty Ltd 2008, 24-25; Context Pty Ltd 2011).

The establishment of the Furlan Club can be traced back to 1957, when a group of Italian immigrants from the Friuli region established a social club to welcome new arrivals and strengthen community connections (Del Zotto 2015, 15). Named *Fogolar Furlan*—with *fogolar*, meaning "fireplace," symbolising the heart of family life—the club served as an important cultural meeting place for the Italian diaspora in Melbourne (Bal 2001, 68). The club's first meeting, held modestly in a home in Fitzroy, set forth the vision and guiding principles for its future (Davine 2013). Open to all individuals over the age of 21, the club aimed to maintain practice of Friulian traditions, culture, and language (Del Zotto 2015, 15).

By 1958, the club's membership had expanded significantly, leading to General Meetings being held at the Cavour Club, located at 171 Cecil Street, South Melbourne. However, by the early 1960s, the need for a more central meeting location became apparent as the club's reach and Melbourne's Italian population expanded (Del Zotto 2015, 17; Clifforth 2022). Accordingly, a purpose-built building for Club activities was established at 310-212 Mansfield Street, Thornbury (Davine 2013). Continued growth over the following decades led to the construction of another purpose-built facility around the corner from the Mansfield Street building in early 1980 to further support the club's expanding membership and activities.

In 1981, construction commenced on the club's current building on a vacant block at present-day 1 Matisi Street, Thornbury (Ubaldo Agliano, letter, 17 September 2024). The building was designed by Friulian architect Franco Faelli and construction was undertaken by the Friulian owned Alert Constructions (De Pellegrin Pty Ltd) with the help of volunteer labour (Davine 2013, 27). The building was erected on five acres of land in Quarry (now Matisi Street) and Collins Streets in Thornbury, which had been purchased from Council (then the City of Northcote), at a cost of \$291,000 (Davine 2012, 123). Prior to construction, the land itself was frequented by members of the club for picnics owing to its close proximity to the Mansfield site (Will Musig,



verbal correspondence to Extent Heritage, 15 January 2025). As part of the sale negotiations, the Club agreed that up to 25% of its members could be non-Friulian and it was envisaged that these would be from other Italian regions and local residents (Davine 2012, 123).

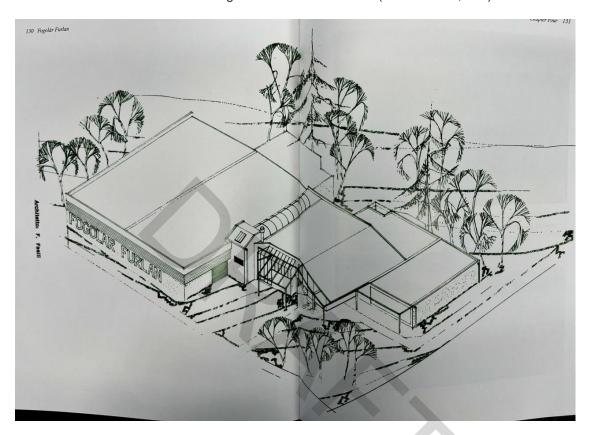


Figure 4. Architectural drawing of Furlan Club. Source: F. Faelli in Davine 2013.



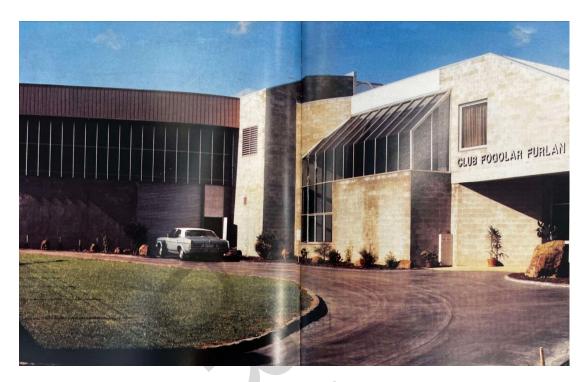


Figure 5. View of northern elevations in c.1980s. Source: Unknown in Davine 2013.



Figure 6. 1987 aerial view of Furlan Club. Note the intactness of the original 1981 built form to its current state. *Source:* Landata.

Although partial use of the facility commenced in 1983, it was not officially opened until 1985 (Furlan Club member, letter, 21 August 2024). The substantial size and hall-style layout of the

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building and its surrounding sports fields were designed to accommodate a wide variety of activities that aim to preserve and pass down the migrant community's cultural traditions. These activities have included sports such as soccer, tennis, bocce, dances, musical performances and dinners. Meanwhile, the residential building situated along the north-west corner of the property housed caretakers and was used as a support space for recently arrived migrants from the Friuli region (Trish Corelli, correspondence, 22 January 2025). The club membership also expanded to included non-Friulian people from 1987 onwards (Davine 2012, 183-84).

Crucially, the re-location of the Club to the Matisi Street premises also saw functions expand to include a Thursday lunch for pensioners, restaurant service on Sundays, ladies' dinners, a fancy dress ball, New Years Eve celebrations and barbeques (Del Zotto 2014/15, 30). Also of particular note was the bocce courts, which allowed club members to participate in bocce – an Italian game that became central to community bonding (Furlan Club member, letter, 21 August 2024). Oral history testimonies collected by Federica Del Zotto also provide insight into the activities undertaken by the Ladies' Committee of the Furlan Club in the building kitchen, which included the preparation of traditional Friulian dishes (Del Zotto 2014/15, 31-32, 52).

The building underwent a number of changes throughout the 1990s, reflecting evolving Club needs, activities and financial circumstances. This included the introduction of a gaming room and poker machines in 1993 as well as renovations to the kitchen and restaurant to cater for increased visitation (Davine 2012, 200-204). Other changes included renovations to the bistro/meals area, as well as the installation of a large porte-cochere with a pyramidal roof at the club's main entrance (Davine 2012, 204).

Despite financial difficulties, the Club continued to be used for social gatherings, community events and recreational activities throughout the 2000s (Davine 2012, 225-227). The building also remained an attractive venue for visiting Italian regional clubs such as the Roma Club and Puglia Club due to its central location and extensive function rooms (Davine 2012, 243). Additional programs were also introduced to reinvigorate membership and raise its profile between 2000 and 2010. These changes were accompanied by internal alterations to the Club building, including the introduction of a children's room to the restaurant area in 2008 (Davine 2012, 238-239).

In 2015, to resolve long-standing debts, the club sold portions of its carpark and soccer field for industrial use. The club building and adjacent land were also eventually sold, though a 20-year lease was secured, with hopes of repurchasing the property (Furlan Club member, letter, 21 August 2024). Recent events held at the Furlan Club continue to make use of the building's multipurpose facilities and comprise a mixture of support services, cultural, social and recreational events focused on fostering community spirit and providing opportunities for leisure and social interaction (Del Zotto 2014/15, 52-53) (see Social Values Assessment – Tangible and Intangible Elements). A heritage room was also established on-site in 2023 to conserve cultural resources and historical records, ensuring that the club's history and contributions are well-documented for future generations (Furlan Club member, letter, 21 August 2024). In February 2024, a fire caused internal damage to the heritage room, gaming room and bistro along southern and western elevations, interrupting the club's cultural activities (Crowe 2024).



Social Values Assessment

Methodology and Approach

Due to the absence of an endorsed framework for undertaking social values assessments at a local heritage level, the below analysis draws from the following state and national Best Practice / Guidance documents that has been provided for the identification and assessment of places and objects of potential social value:

- Heritage Council Victoria. 2019. Guidance on identifying places and objects of state-level social value in Victoria. Melbourne: State of Victoria, Heritage Council of Victoria.
- The University of Melbourne and Lovell Chen. 2018. Assessing and managing social value: Report and recommendations.
- Johnston, Chris. 1992. What is Social Value?: A discussion paper. 1992. Australian Heritage Commission.
- Planning Panels Victoria Heritage Issues: Summaries from Panel Reports, 2015, 2018 and 2024.

In alignment with the above documents, our assessment summarised in Table 1 below incorporates both direct community engagement and the collection of documentary evidence through group interviews and observations of digital interactions relating to the club (e.g. social media interactions), as well as photographs, community letters, and oral history testimonies included in published papers and books. Analysis of this material was undertaken via a two-tiered assessment process adapted from the above Best Practice/Guidance documents:

- 1) Collect and interpret evidence to establish the following social value indicators:
- Nature of Community: The nature of the community group, or groups, by whom a
 place is valued
- Intensity of Attachment: The intensity of the group's attachment to the place;
- **Time Depth**: The length of time that the community (communities) have retained an attachment to the place
- 2) Collect evidence to establish the **resonance** of the social value of the place in relation to the City of Darebin. That is, whether:
- The social value of the place is representative of a theme/story that forms part of the City of Darebin's identity; and/or
- The social value of the place is associated with new/emergent themes/stories of significance to the City of Darebin.

This process involved:

Background research, resource and evidence gathering. Background research was undertaken by drawing upon existing resources, studies and material relating to the Furlan Club. Key resources consulted included Annamaria Davine's Fogolar Furlan 1957-2012 (2012), existing heritage studies and research papers relating to the place, and digital/social media interactions, including the Furlan Club Facebook and Instagram pages. This process enabled us to gain an initial understanding of the history and current uses of the place and provided a means to gather preliminary evidence of the site's social values by observing the community group for whom the place is valued.



• **Site walk-through with Furlan Club President.** An external site walk-through was held with the President of the Furlan Club on 15th January 2025 to discuss the physical condition of the site and the building's history. The building's interior was not accessed as part of this walk-through due to safety concerns stemming from the damage caused by the February 2024 fire.

- Group interviews with Furlan Club members. Group interviews were held with a total of sixteen Furlan Club members on 15th January 2025. Participants were split into two groups and asked a series of open-ended questions relating to the site's history, its current uses, practices and activities. A key focus of these interviews was to gain an understanding of the time depth, intensity of attachment and nature of the community group for whom the Furlan Club is valued. To gain an understanding of the extent in which the physical fabric is integral to the management of the social value, open-ended questions relating to the building's physical features and its various uses were also asked. These interviews were recorded and subsequently analysed for incorporation into this citation. Please see Appendix A for a thematic summary of these group interviews.
- Review of additional material. At the request of Extent Heritage, additional material was
 collated by the Furlan Club president relating to membership records, event photographs,
 personal testimonies, letters of supports and written responses to group interview
 questions. This additional material was analysed and incorporated into this citation where
 appropriate. Please see Appendix B and C for records of additional material provided.



Summary of Evidence

The following table provides a summary of key evidence collated in relation to the key social values and resonance indicators outlined in the previous section. It is important to note that this table does not present an exhaustive collation of all available evidence examined. Rather, it presents key insights and snapshots that are most relevant to the specified indicators. Additional documentary evidence, inclusive of member testimonies, letters of support and membership records, are provided in the Appendices.

Table 1. Summary of key evidence against social values and resonance indicators.

	Step 1. Significance Indicators		
	Community Group	Intensity of Attachment	Time Depth
	Italian migrant community in Darebin and neighbouring municipalities, particularly migrants from the Friuli and northern Italy region.rec	Strong	40+ years
Evidence	 Over 2,000 followers on Furlan Club Melbourne Facebook page. 770 followers on Furlan Club Melbourne Instagram page. Over 700 active, paid members. Over 330 people within the Furlan Club Pensioner's Club as of 2024: 'Monthly Pensioners lunches with record numbers of patrons is now the norm.' – Club Fogolar Furlan, in 'Who We Are' booklet. 'Our pensioners lunchesthey grew to 330 peopleand it's inviting of all Italian cultures and others in the community' (Trish Corelli, group interviews with Club members) Strong Friuli association, however, members also comprise of individuals from the broader Italian diaspora: '[The club] is inviting people of all Italian cultures let's face it there are Italian restaurants but how Italian are they? where as here you have a history, you have a story' (Trish Corelli during group interviews). More recently, membership has been bolstered by young Friulians who have recently arrived from Italy (Pagani 2023, SBS Italiano). Expressions of group identity evidenced through member testimonies of belonging and shared understandings, Club merchandise/branding, 2012 publication of the book 'Fogolar Furlan 1957-2012' by the Italian Institute at La Trobe University, involvement in transnational Friuli diasporic communication networks, and shared goal in transmitting and celebrating Friulian cultural practices: 'At the end of the way [it is a place] for like-minded people, people from similar understandings, backgroundsto meet' (Trish Corelli during group interviews) 'I can remember one of the most beautiful things post-covid was when we opened the gate up again and just watching people walk in not only Friuli but locals as well just walking in with a smile beaming like you would not believe because 	 Important place for Darebin's Italian migrant community owing to shared memories, ongoing cultural practices and expressions of social and cultural belonging: 'Through the Fogolar Furlan, Melbourne's Friulians have lived with the warmth of the domestic hearth and have maintained close ties to their place of origin through endless tales of joy and grief and hearing names' (Dott. Pietro Pittaro, quoted in Davine 2013). 'The Fogolar Furlan Club was me second home and still is. I first started playing with 'I pensionati' at the old Club during the school holidaysI haven't stopped since! All through our teenange years on Friday nights we paid bocce in the mixed competition and on Sundays in the Ladies Federation' (Vanessa Allegegretto, quoted in Davvine 2012, 445) 'As a gathering space for nearly 40 years, the club has fostered countless relationships, celebrations, and shared experiences that form the fabric of our community's social history.' (Ubaldo Agliano, letter to Darebin Mayor and CEO, 2024). 'Even from the cultural aspect the thing that a lot of people don't know from my point, especially when we did the [Friulian club] choir, you would turn around and you'd look at peoplepeople would be half crying you'd start the thinking of when you first came out here, of Italyit's about the emotion and connection that people have got' (Will Musig and Adelia Pase during group interviews) 'The club] is an extension of home (Club Member during group interviews) 'The doctors wouldn't let [my brother] come [to the club when he was sick], but he said I'm not going back in the room, I'm going [to the club]. He then passed away the next day It's beautiful in a way, not everybody gets to say goodbye to your loved ones.' (Elisabetta Pase during group interviews) Strong/special associations with the Club building itself owing to its construction and ongoing maintenance by 	Decades-long multigenerational, enduring attachments exhibited in photographs and member testimonies: 'even when I was a kidevery time I went there [to the Club] as a kid you [Adelia] were always therewhen you go back to the relationship between you and my parents, when they arrived they lived on the same street, they lived in Rae Street' (Will Musig during group interviews) 'I've been involved for 45-50 years, my whole life's based around itwe started football clubs, basketball clubs, folk dancing events' (Peter Muzzolini during group interviews) Figure 13. Balleto Dance Group performing in the Club in c.1990s. Image courtesy of Will Musig. 'A lot of this migration was post-second world war so the kids we are talking to today are about two-three generations beyond that but are still interested in what went on [at the Club] so losing that would be criminal' (Club member during group interviews) 'As people are getting to their 50s, mid-50s they're starting to come back and have a look at well you know hang on my parents used to go to this club you know and all of a sudden people in the bistro you know my uncle

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hang on I'm home again, I'm with people I can share and that I'm comfortable with...' (Club member during group interviews)



Figure 7. Club members in front of Friuli flag in the 'Heritage Room'. *Image courtesy of Trish Corelli.*



Figure 8. Furlan Club members at a gathering in early c.2024. Image courtesy of Trish Corelli.



Figure 9. Members gathering at The Members Bar for the annual 'Friuli Day' celebrations in 2023. *Source:* Furlan Club Facebook Page

previous (and living) generations of Furlan Club members:

'It took volunteer work to build it, so to let that thing [the Club] go really hurts' (Club Member during group interviews).

'The sala club, the members bar/ thorn, bocce court, was built by the members...' (Trish Corelli during group interviews)

'Remember on Saturday Sundays when the guys used to come...concreters... steel fixers' (Will Musig during group interviews)

'My friends' dad came up to me... said 'you realise that's your home there. You know we need some electrical work done.' I was floored, hes got me there... so the next day we (he and his brother) showed up and did about three days of electrical work and provided the materials. We didn't charge the club, it's our home. You go back and you realise, oh wow, theres a piece of us in there.' (Julian Rodaro during group interviews)

Ongoing attachments to the club itself demonstrated via continued cultural activities and gatherings that rely on the building's facilities, including social dances, pensioner lunches, Christmas BBQs, Bocce games, Friulian singing/choir, language lessons and cooking classes between 2018 and 2024 (Furlan Club Facebook Page, photographs provided by the Club):

came here my mum came here and we wanted to come check it out' (Trish Corelli during group interviews)

'Have been going to this club all my life, many happy memories. Hope it can be saved' (Facebook comment by Ester Dalla Via in 'We Grew Up in Thornbury' Facebook group).

'On a Sunday, a lot of the men who traditionally would come still come play cards at the club... and one of them he was actually one of the original builders of the club as well...and they are very old school, but they're just so appreciative of having the space.' (Trish Corelli during group interviews)



Figure 14. Furlan Club members and volunteers building the constructing the club building in 1981. *Image courtesy of Trish Corelli.*

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Figure 10. Recent photograph of Bocce lessons held at the Bocce Court. *Image courtesy of Will Musig.*



Figure 11. Furlan Club Coro (choir) performing during the pensioner's lunch at the Club's bistro pre-fire. Image courtesy of Trish Corelli.



Figure 12. Club members holding cooking classes next to 'the Fogolar' fireplace in 2023. Source: Furlan Club Facebook Page.

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- Online interactions on Furlan Club's Facebook page (over 2,000 followers), with members sharing memories, upcoming events, and photographs.
- Since its inception, club activities and operations have, and continue to be, sustained by volunteers who are committed to ensuring its growth and success for the benefit of the Darebin and broader Italian community:

'Up until the fire... Adelia my mum and volunteers have come together to teach children Bocce, or making pizza or gnocchi... so we still run the cooking classes, and that will continue...' (Trish Corelli during group interviews)

'There are people on these two tables that go pass 55 years... I can almost guarantee you that with all the volunteer work they have all done not one of them has received a single cent for it' (Will Musig during group interviews)

Step 2. Resonance to the City of Darebin

Evidence As noted in the History section above (see pg. 7-8), post-war European migration to the City of Darebin, specifically Italian and Greek migration, is identified as a key theme in the City of Darebin. Thematic Environmental History. As with the 'shops, restaurants, churches and other community institutions' that are noted in this document as tangible manifestations of this theme, the Furlan Club clearly illustrates this key phase of Darebin's post-war migration story as a long-standing purpose-built Italian social club established by post-war migrants from the Friuli region of Italy. Other key evidence demonstrating the relevance of this story to the City of Darebin's identity include:

- Substantial number of places directly associated with post-war migration across its urban landscape, as identified in 'Victoria's Post 1940s Migration Heritage Darebin Pilot Project' (2011) (Heritage Victoria and the City of Darebin), including but not limited to: Preston Market (HO315), St Mark's Coptic Orthodox Church, Preston Makedonia Social Club, Macedonian Orthodox Church, and Church of the Nazarene.
- Notable Italian diasporic population in City of Darebin, with the three largest ancestries in the municipality in 2021 being English, Australian and Italian.
- 'Darebin Memories the migrant stories' oral history collection created in 1984 by Vivien Triantofillidis.
- Multicultural services offered by Darebin City Council, including the Darebin Intercultural Centre.

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Analysis

The following section provides a summary and analysis of the evidence presented in Table 1.

Community Group

The community group/groups by whom the Furlan Club is valued is the Italian migrant community in Darebin and neighbouring municipalities, particularly migrants and club members from the Friuli and northern Italy region. This present-day community primarily consists of the second generation (children of post-war migrants) and the post-war migrants themselves, with a smaller number of third-generation members and newly arrived Friulian migrants from Italy. While the core community group comprises the active Furlan Club members (over 700 active members), the broader Friulian and Italian community within Darebin and the surrounding areas also regularly frequent the club and engage in its various activities. This is evidenced by the club's robust social media presence and expressions of group identity articulated by members and local visitors, which reflect the strong sense of community and shared values.

Intensity of Attachment

The intensity of the community group's attachment to the Furlan Club is considered strong. There is a substantial body of evidence, including letters of support, member testimonies, photographic records, and online interactions that highlight the enduring special associations the community have to the Club. Group interviews with members in particular highlighted the depth of ongoing, contemporary connections to the club, with many participants framing the Club as a physical embodiment of shared Friulian diasporic history, identity and belonging in Darebin and Melbourne more broadly. These attachments are primarily demonstrated via:

- Ongoing Friulan cultural activities, social gatherings and traditional practices that are
 practiced on the site and considered by members as being integral to the maintenance
 and longevity of diasporic Friulan cultural identity;
- Longevity of continuous use by the Friulian and Italian diasporic community of Darebin and Melbourne more broadly;
- Emotional connections and shared nostalgic sentiments rooted in shared, place-based memories of the Club relating to its construction by previous generations and associated cultural activities;
- Evocative expressions of the Club as a symbol of belonging, safety, 'home', cultural expression and the Italian migration story to Victoria more broadly.

These attachments demonstrate how the Furlan Club is not merely a recreational venue and event space. Rather, it is a Club that sustains and reinforces important ideas about the collective Friulian and broader diasporic Italian social and cultural identity. It provides a multi-functional space where the Friulian and Italian community in Darebin and neighbouring municipalities feel at ease to engage socially and culturally, foster ties to the heritage of their homeland, and pass on continuing traditions to future generations. In this capacity, it serves as a space where the Friulian and broader Italian diasporic identity in Darebin has been, and continues to be, negotiated and re-affirmed. Attachments are also embodied in the physical fabric of the building itself, with the building and its materials, constructed and donated by volunteers, serving as a symbol of community spirit and Club devotion for its members.



Time Depth

Constructed in 1981, the community's connection to the Furlan Club is long standing and multigenerational.¹ These connections appear to have developed immediately, or shortly after its 1981 construction, and was likely facilitated by the Club's founding in 1957, its already strong membership base, as well as the building's erection by Club volunteers. The longevity of these associations is clearly evidenced in member testimonies, photographic records and other archival material, which demonstrate the continual use of the Club venue by the community for cultural transmission, social gatherings and recreational activities from its inception. Of particular note are the multi-generational attachments that reinforce this longevity. Many current community members trace their ties back to their parents who introduced them to the Club as children, which have played a key part in fostering long-standing ties to the place.

Resonance

The social value of the Furlan Club is of particular relevance to the City of Darebin's post-war migration story and identity as a multicultural municipality. The theme of post-war European migration to the municipality has been acknowledged in the existing 2008 thematic heritage study as a key theme that has shaped Darebin's social, cultural and environmental history. As a place with strong and enduring associations with the Friulian and broader Italian migrant community across Darebin and neighbouring municipalities, the Furlan Club reinforces the municipality's characater as a vibrant and diverse community shaped by post-war migration.

Tangible and Intangible Elements²

There is a strong relationship between the physical or tangible form of the Furlan Club outlined in the Physical Description section, and the social values described in this section. As such, the physical fabric of the place is considered integral to the management of social value. The key corresponding tangible and intangible elements that embody the social significance of the club include:

- The Bocce Courts:
 - In continual use for Bocce games since 1981.
 - Use for informal lessons, promoting social interaction through physical activity.
 - Provides a space for younger generations to engage in this traditional activity.
- Open and informal/adaptable layout of the Bistro with movable furniture:
 - Fosters a welcoming atmosphere and social interaction during formal dining functions.
 - Easily adapted for different types of cultural gatherings, activities and events, including singing performances by the Furlan Coro (Choir).
- Large, open layout of the Ballroom/Sala:
 - Open space used for traditional dancing.

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¹ According to state guidelines for the assessment of social significance, 'long-standing' connections are considered at least a generation, or 25-30 years.

² This section should also inform the development of an Incorporated Plan.



 Moveable seating and stage accommodates a range of cultural activities and performances.

Kitchen

- Used for monthly cooking classes.
- Open configuration of the Members Bar/The Thorn and Fogolar (fireplace) linking to the Bocce Courts and Ballroom/Sala:
 - Fogolar (fireplace) creates a welcome atmosphere for communal gathering.
 - Central location facilitates congregation for informal social and recreational activities, including traditional card games.
 - Allows for respite and social interactions from the competitive or recreational activities taking place on the Bocce Courts.

Comparative Analysis

While there are a number of extant migrant social, language and cultural clubs across metropolitan Melbourne that are associated with the post-war Italian and European émigré community, only a handful have been included on their respective municipal Heritage Overlays and/or assessed on the basis of Criterion G / their potential social significance. These include:

- Williamstown Italian Social Club (HO132). City of Hobsons Bay: 30 Garden Street, Williamstown. Originally constructed in c.1950 as a picture theatre, before being converted into use as the Williamstown Italian Social Club in 1978, this place is of local historical, social and aesthetic significance to the City of Hobsons Bay. It is not only of historical note for demonstrating the cultural impact of post-war migration to Williamstown in the post-war period, but of aesthetic distinction as a rare and intact example of post-war functionalist architecture in the municipality. While it does not comprise a purpose-built social club, it nevertheless compares as a place that demonstrates both post-war Italian migration and an enduring social association with Melbourne's diasporic Italian community.
- Abruzzo Club (HO560). City of Merri-bek: 373-381 Lygon Street, Brunswick East. The Abruzzo Club building was constructed in 1967 for the purpose of operating an Italian social club. This place is of local historical and social significance to the City of Merri-bek, and has been recognised for its historical and ongoing association with the Italian migrant community, specifically those Italian migrants from the Abruzzo region. Its double storey brick building has undergone numerous renovations, been extended and altered since its construction. Although the Abruzzo Club's current function is more centred around hospitality, it compares with the Furlan Club as a purpose-built social club that demonstrates a strong and ongoing association with Italian migrant communities.
- 1st City of Brunswick Scout Hall (Former) (HO502). City of Merri-bek: 273 Victoria Street, Brunswick. This place comprises a former 1926 Scout Hall that was subsequently adapted for use as the Toscana Social Club from 1979. It is of local historical and social significance to the City of Merri-bek and has been recognised for its dual association with the early twentieth century Boy Scout movement and the post-war migrant from the Italian region of Tuscany. Although it does not comprise a purpose-built structure, it draws similarities to the Furlan Club as a place with strong and ongoing associations to migrant identity formation and cultural belonging.



• Preston Makedonia Social Club. City of Darebin: 231 Broadhurst Avenue, Reservoir. Also recommended for the Heritage Overlay in the 2008 City of Darebin Heritage Study, the Preston Makedonia Soccer Club was established in 1947 by Macedonian immigrants. In the early 1980s, the Social Club was established as an extension of the soccer club, with its building built directly opposite the soccer grounds. Since then, the building has been used as a Macedonian restaurant, continuing as a gathering place for the Macedonian community. It compares to the Furlan Club as a purpose-built migrant social club that evidences post-war migration to the City of Darebin, albeit amongst the Macedonian community, as well as its potential social value stemming from its use as a space for a range of Macedonian social and cultural activities. Unlike the Furlan Club however, it is no longer in use for cultural activities.

• Trieste Social Club. Moonee Valley City: 4 Willow Street, Essendon. This place comprises a former t-shirt factory that was adapted into use as the San Giusto Alabarda Social Club in 1984 by a group of locals who immigrated from the Italian region of Trieste. While it was originally identified as being of potential social significance, a subsequent assessment ultimately deemed that the place lacked substantial fabric to demonstrate a direct association with the post-war Italian community. Such a determination was made on account of a comparative analysis of other post-war migrant places (such as churches) in the Moonee Valley City, which clearly demonstrate associations with respective migrant groups through their architecture and built fabric.

Other known social clubs associated with post-war Italian migration that have <u>yet</u> to be formerly assessed on the basis of their social value and capacity to demonstrate post-war migration and settlement in Melbourne include:

- Veneto Club, City of Manningham: 191 Bulleen Road, Bulleen. Striking purpose-built Italian social club built in 1973.
- Vizzini Social Club, City of Merri-bek: 322 Sydney Rd, Coburg. Social club established by migrants from Sicily, Italy between 1977 and 1981 in the former Coburg Bowling Club.
- Campania Sport & Social Club, City of Darebin: 523 Gilbert Road, Reservoir. Social club with associations to Southern Italian community established in existing nineteenth century gable building. This Club is no longer active at this site as of 2024.

It is worthwhile noting that comparable places that have been included on the HO and/or assessed on the basis of their potential social significance have been done so inconsistently and often without adherence to recently established best-practice guidelines. Furthermore, many have been overlooked completely and have yet to undergo any form of heritage assessment process on the basis of social value. These deficiencies are not necessarily an indicator of the lack of heritage value of Italian migrant social clubs, but rather a result of the architectural bent in heritage practice and established significance assessment methodologies that often overlook the social significance of places associated with migrant groups and/or marginalised communities, and the absence of a consistently applied framework for the assessment of social and/or intangible values / Criterion G at the local level (Johnson 1992).

Within this context, the few migrant clubs within metropolitan Melbourne identified above that have been identified for inclusion on local municipality Heritage Overlays on the basis of their social values have also been identified as satisfying other criteria associated with their architectural form. For example, the Williamstown Italian Social Club (City of Hobsons Bay



HO132) and the 1st City of Brunswick Scout Hall (Former) / Toscana Social Club (City of Merribek HO502).

Comparing Social Values

Due to the inconsistent application and assessment of social significance / Criterion G, it is necessary to establish a threshold by comparing the social values of Furlan Club to other active Italian migrant social clubs identified above by undertaking high-level rapid social values assessments of comparable places.³ The following places selected as social value comparators were done so on the basis of their similarities to the Furlan Club as active migrant clubs that demonstrate a degree of ongoing association with present-day Italian migrant groups. Selection was guided by the availability of sufficient desktop evidence to support a comprehensive analysis and assessment of these clubs.

As no clubs within the City of Darebin met this benchmark (both the Preston Makedonia Club and the Campania Sport & Social Club are no longer active and therefore do not demonstrate ongoing associations with Darebin's present-day post-war migrant community), the places evaluated are all situated outside of the municipality. With the exception of the Abruzzo Club, none of these places are included on their respective local municipal HOs⁴:

• Veneto Club, City of Manningham: 191 Bulleen Road, Bulleen. As with the Furlan Club, the Veneto Club comprises a long-standing purpose-built Italian social club that was established by post-war migrants to serve as a meeting place for social interaction, cultural transmission and identity formation. Its social values draw similarities to the Furlan Club owing to its long and continued use as a meeting place for the multigenerational diasporic Italian community, particularly those associated with the Veneto region. Its large grounds, combined with the purpose-built nature of its facilities, inclusive of Bocce Courts, also means it is well-suited to hosting a range of cultural activities and social gatherings. Its associated community appears slightly larger in numbers owing to its broader membership base of 1,450 members (number provided by Loren Zanin, personal correspondence, 22 January 2025). The Club is also frequented by the broader Manningham and Metropolitan Melbourne public for a range of dining, recreational and non-cultural gaming activities (pokies), however, there is not substantial evidence to determine whether this broader group of users form a 'community' with a strong attachment to the Club. The nature of

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³ These comparable social values assessments were generally undertaken using the guidelines set out in 'Guidance on identifying places and objects of state-level social value in Victoria' (Heritage Victoria 2019) and draws upon a combination of direct interviews with club members, existing reports and research papers relating to the place, and/or observations of digital/social media interactions, including associated Facebook and Instagram pages. They do not comprise full assessments, but consist of high-level evaluations intended to establish a general understanding of their similarities and differences to the Furlan Club, particularly in terms of present-day social associations. Further club specific investigations may yield additional evidence and conclusions that could refine or expand upon the findings detailed here.

⁴ As noted in the discussion above, the absence of a HO application on these places are not necessarily an indicator of their lack of heritage value, but rather a result of the architectural bent in heritage practice and established significance assessment methodologies that often overlook the social significance of places associated with migrant groups and/or marginalised communities, and the absence of a consistently applied framework for the assessment of social and/or intangible values / Criterion G at the local level (Johnson 1992).



social attachments at the Club continues to evolve due to the expansion of its commercial and recreational activities, which have in turn influenced the way members and the broader public engage with the venue.

- Abruzzo Club (HO560). City of Merri-bek: 373-381 Lygon Street, Brunswick East. The Abruzzo Club has historically served as a meeting place for the Italian community, particularly those with roots in the Abruzzo region. As with the Furlan Club, community associations with the venue have been long-standing owing to its ongoing use by the local Italian community for over 50 years, first by Abruzzesi migrants and then by the general Italian-Australian community. While it continues to function as a meeting place for Merribek's broader Italian diasporic community, its increased commercial/hospitality activities in recent decades, such as the public facing 377 on Lygon restaurant, combined with its location on a major commercial thoroughfare, has increased casual visitors rather than solely a cultural meeting space. The Abruzzo Club's facilities, smaller in scale than those of other similar clubs, do not include bocce courts or other extensive recreational areas. limiting the scope for hosting a variety of cultural and social activities. This restriction in space may account for the Club's reduced emphasis on cultural programming, and there is a lack of readily accessible information on upcoming events based on its online presence. Social media interactions and digital engagement are also comparatively minimal, indicating a smaller active membership base compared to the Furlan Club.
- Vizzini Social Club, City of Merri-bek: 322 Sydney Rd, Coburg. The Vizzini Social Club has served as an important meeting place for the Italian community in Coburg and the broader Merri-bek area for over 50 years. As with the Furlan Club, the Vizzini Social Club has cultivated a deep and longstanding attachment among its members, which has been variously described as a 'second home'. The Club continues to offer a range of active cultural events, including social dances, traditional card games, and family dinner nights, which play a key role in fostering a sense of community belonging and cultural transmission. Although smaller in scale than the Furlan Club, the Vizzini Social Club remains a vibrant hub for its members. With around 1,000 followers on Facebook, it maintains an active online presence, though its membership base appears more intimate and localised.
- Trieste Social Club. Moonee Valley City: 4 Willow Street, Essendon. The Trieste Social Club is of note as a post-war migrant social club that was established by post-war migrants from the city of Trieste in the north of Italy. It compares as an important meeting place for the broader diasporic Italian community of Moonee Valley for the purposes of social interaction and cultural expression. Unlike the purpose built Furlan Club, the Trieste Social Club occupies a former factory building that was adapted for its current use between 1978 and 1984. This difference in structure may explain some of the limitations in the scope of its current cultural offerings compared to other larger clubs. With a smaller active membership base of roughly 198 members⁵, the Trieste Social Club's cultural activities tend to focus on more social events, including club lunches and dinners. Occasional dances are also held, however the Club does not seem to host larger-scale activities like cooking events or bocce tournaments, which may be due to the limitations of its facilities. As a result, the Club's overall cultural programming is less expansive than other clubs, leading to a more limited and localised engagement among its members.

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⁵ Number provided on Club website.



Summary

The social values of the Furlan Club are not dissimilar to the comparable places identified above. As with other Italian migrant clubs, the Furlan Club is deeply embedded in the cultural and social fabric of the diasporic Italian community, serving as a long-standing meeting place and focal point for social and cultural gatherings. These clubs often have multi-generational attachments, with families and individuals relying on them as spaces for cultural expression, connection, and shared experiences.

Despite these shared themes, the Furlan Club can otherwise be distinguished by the breadth of its ongoing cultural activities, its substantial membership base, and the scale of its purpose-built facilities, which together enable a wider variety of cultural and social events to take place. The dedicated Bocce Courts, kitchen, bistro and ballroom are of particular note, which facilitate the venue's continued use for traditional Friulian activities and cultural practices amongst Melbourne's broader Italian migrant community. The only other known extant Club within metropolitan Melbourne that compares in term of scale and cultural offerings is the Veneto Club in the City of Manningham, which similarly demonstrates strong community attachments via ongoing cultural activities, social gatherings and traditional practices that are practiced on the site.

The above analysis also indicates the degree in which migrant social clubs have had to adapt over time, responding to changing social dynamics, demographic shifts, and evolving community needs. This adaptation has inevitably influenced the nature of their community attachments, from the types of events hosted to the overall structure of membership and participation. However, it is apparent that some clubs have managed to retain a larger following than others. The Veneto Club and Furlan Club stand out in this regard, possibly due to their larger facilities, which offer a broader scope for both traditional and contemporary cultural and social events. These large-scale amenities not only cater to the cultural practices of the Italian migrant community but also support a more diverse range of activities, helping to maintain strong community connections over time.



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Further Images



Figure 15. View of western elevation (towards southern extent). *Source:* Extent Heritage, 2024.



Figure 16. View of porte-coche along main entrance (southern elevation). *Source:* Extent Heritage, 2024.



Figure 17. Oblique view of southern elevation and driveway gate. *Source:* Trish Corelli, 2024.



Figure 18. View of westerm elevation. *Source:* Extent Heritage, 2024.



Figure 19. View of northern elevation and former main entrance. *Source:* Trish Corelli, 2024.



Figure 20. Detail view of Bocce Court western eelvation. *Source:* Trish Corelli, 2024.





Figure 21. Detail view of Bocce Court northern elevation. *Source:* Extent Heritage, 2024.



Figure 22. Overview of northern elevation from Collins Street. *Source:* Google Streetview, 2019.





Appendix A. Group interviews, 15 January 2025

Extent Heritage undertook group interviews with members of the Furlan Club on 15 January 2025. A total of sixteen (16) participants were divided evenly into two groups and asked a series of open-ended questions relating to the site's history, its current uses, practices, activities and physical features. The questions were intentionally designed to be open-ended and serve as prompts, encouraging participants to share detailed insights, stories and perspectives. In some instances, further clarifying questions were asked in response to participants' initial answers to stimulate deeper discussion and uncover additional perspectives. A thematic summary of each group discussion is provided further below.

Location: Novotel Melbourne Preston, 215 Bell Street, Preston

Participants: Members of the Furlan Club

Participant Name	Affiliation
Patrizia Corelli	Furlan Club President
Elvia Faelis	Member
Amalia Tomada	Committee Member
Francesco Biamcotto	Member
Cosima L. Rubino	Member
Elisabetta Pase	Committee Member – Minutes Secretary
Angela Bidinost	Member
Will Musig	Member – Choir Director Ret.
Frederico Martin	Furlan Club Secretary
Lidio Bidnost	Committee Member
Julian Rodaro	Member
Pirianni Marcello	Associate Member
Adelia Pase	Life Member – Bocce Representative
Maria Corelli	Member
Stephen Depelegrin	Member
Peter Muzzolini	Furlan Club Vice President – Treasurer



The interview with Group 1 was facilitated and recorded by Vivian Lu (Senior Heritage Advisor, Extent Heritage). The interview with Group 2 was facilitated and recorded by Caitlin Mitropoulos (Associate, Extent Heritage), and Alexandra Eadie (Graduate Heritage Advisor, Extent Heritage). While participants were split into two groups, there was significant overlap in the themes and sentiments expressed, reflecting a strong sense of collective identity, shared values, and mutual attachments.

Key themes expressed in relation to the site included:

- Home and Belonging
- Friulian Cultural Maintenance and Revitalisation
- Multi-generational Connections
- Club Devotion and Steadfastness
- Welcoming and Including

Home and Belonging

This theme refers to the role that the Furlan Club plays as a meeting place and home away from home for club members residing both within and outside of the City of Darebin. It also speaks to the sense of community, cultural belonging, safety and ease that participants expressed when describing their relationship to the Club, as well as their immense attachment to it. When asked to describe what the club symbolises, participants variously described it as a 'home' and/or 'meeting place'. Peter Muzzolini specifically noted how the club's namesake 'Fogolar' Furlan, translates directly to 'meeting place':

'At the end of the way [it is a place] for like-minded people, people from similar understandings, backgrounds....to meet'

Similarly, Frederico Martin shared that the 'club is family because it is a meeting place for everybody to connect.' Meanwhile, Adelia Pase, who has been involved with the Club since its founding, also described the Club as a 'first home' that she has had an enduring sense of attachment and belonging to:

'...even before the Clubs were founded, I've always belonged to it...always been there...my kids used to sleep in the chair.'

Adelia's reflections not only depict the Club as a space associated with belonging but also suggest that the Club has historically served as a safe and comfortable environment that reinforces their collective identity. Other participant reflections on the Club's activities also affirmed this image by noting that the Club continues to be distinguished by its relaxed and culturally safe atmosphere:

'So what was happening pre-fire was that we had nights where our members came and had dinner in the bistro and suddenly there were three or four tables turning their chairs and chit-chatting...and it was something that we tried to encourage... we have worked hard at bringing this relaxed atmosphere so it was a home away from home...' – Patrizia Corelli



'I can remember one of the most beautiful things post-covid was when we opened the gate up again and just watching people walk in... not only Friuli but locals as well just walking in with a smile beaming like you would not believe because hang on I'm home again, I'm with people I can share and that I'm comfortable with...' – Furlan Club member

'When you walk in, you feel welcome even without seeing anybody... there's something warm about it... Our community depends on the Fogolar Furlan...' – Club member

In a testament to the sense of belonging and community felt by Club members, Elvia Faelis, also shared how the Club had provided her brother with the opportunity to say goodbye to the members of his community before is passing after a long battle with cancer:

'The doctors wouldn't let him come, but he said I'm not going back in the room, I'm going [to the club]. He then passed away the next day... It's beautiful in a way, not everybody gets to say goodbye to your loved ones.'

Expressions of home and belonging have taken on new forms in recent years, as participants shared how the Club has made deliberate efforts to cultivate an inviting space for non-Friulian and non-Italian communities and associations. This has not only allowed it to respond to the evolving needs of its members and the broader community but also expand its role as an inclusive gathering place, fostering connections across other cultural and social backgrounds. For instance, Will Musig shared a recent story when a local First Nations man entered the Club and joined in a choral singing practice session, which subsequently brought excitement and joy to the Club Members.

Friulian Cultural Maintenance and Revitalisation

This theme refers to the ongoing importance of Furlan Club to the maintenance and revitalisation of diasporic Friulian culture and tradition. When discussing the Club's program of events and activities, participants shared how traditional Friulan activities, including Bocce, folk dancing, traditional singing and cooking, and the transmission of these practices to the Friulian and broader community are intrinsic to the Club's purpose. Such activities rely on the physical features of the Club, including its large Bocce Court, bistro, kitchen and ballroom:

'We had monthly cooking classes... [held in the kitchen, for] all people – ladies, men, young ones... card games in the members bar, the dancing was in the ballroom... in March-April, we'd have Sagra were we'd have buckets of grapes and children would put their feet in and stomp on the grapes.... April-May we'd have chestnuts, roasted them on an open fire, in the Bocce Courts... Every year in November, we'd... hold the Mass for the Dead to remember our past family and friends, everyone would stay on for lunch. We always celebrated ANZAC day; Fairfield RSL would join us. After the ceremony they'd all come inside and have a breakfast. The ceremony was held at the Altino statue [out the front of the Club]...'- Elizabetta Pase

Both Patrizia Corelli and Will Musig also noted how these activities were still ongoing at the Club prior to the fire in February 2024, and provide a means in which members could honour the Friuli migration story and reinforce cultural ties to the northern region of Italy:

'Up until the fire... Adelia my mum and volunteers have come together to teach children Bocce, or making pizza or gnocchi... so we still run the cooking classes, and that will continue...' – Patrizia Corelli

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'Even from the cultural aspect... the thing that a lot of people don't know from my point, especially when we did the choir, you would turn around and you'd look at people...people would be half crying... you'd start the thinking of when you first came out here, of Italy...it's about the emotion and connection that people have got...' – Will Musig and Adelia Pase

'The events aren't just there for the sake of being commercially viable, the events are there to expose the culture... with these events we are mindful of exposing the culture through the cuisine, through the music... it's about getting people into the place and exposing people to the Friulian culture... it is about bringing more people to it and exposing people to the region.' – Member

'It's because of the club that I have a chance to speak Furlan.' - Elvia Faelis

'Every month, there'd be something dedicated to reflecting back on our community' – Elisabetta Pase

'I got a group of old school friends and used the [heritage] room for the reunion... as you get older, you appreciate your roots more.... you're promoting who you are, in a deeper sense, without boasting.' – Julian Rodaro

When discussing the Club's many varied events and activities, participants also shared how these practices have been impossible to uphold since they have been unable to access the club. Francesco Biamcotto expressed how the Club was the key to upholding their cultural practices:

'It was there, at our fingertips so we could do it (celebrate events and traditions). Without it we can't do anything.'

Participants also shared how the Club is making active efforts to pass down Friulian culture and history to future generations. A key example of this commitment is the Club's language program, designed to teach the Friulian language to children:

'We use the Club to teach Fiulian to children and so on... as a matter of fact we have a program ready to go and we want to re-start this as soon as we can...' – Peter Muzzolini

Multi-generational Connections

This theme refers to the Furlan Club's role as a bridge between past, present and future generations, as well as its role in fostering a shared cultural identity and continuity amongst Friulian families and their descendants. This theme also underscores to the multi-generational connections and attachments to the Club, and the significant length of time (time depth – see Summary of Evidence

The following table provides a summary of key evidence collated in relation to the key social values and resonance indicators outlined in the previous section. It is important to note that this table does not present an exhaustive collation of all available evidence examined. Rather, it presents key insights and snapshots that are most relevant to the specified indicators. Additional documentary evidence, inclusive of member testimonies, letters of support and membership records, are provided in the Appendices.

Table 1) that Darebin's Friulian and broader Italian migrant community have retained an attachment to the Club.

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury



During the group interviews, participants frequently reflected on the decades long, multigenerational associations they had to the club, and the formative role it has played in their personal live and interpersonal relationships. They not only shared memories of the former generations' interactions with the club, but also expressed the ongoing connections maintained by subsequent generations, as well as their aspirations for future generations of Club members. Several participants also remarked on their efforts and aspirations to involve the younger generations in activities:

'...even when I was a kid...every time I went there [to the Club] as a kid you [Adelia] were always there...when you go back to the relationship between you and my parents, when they arrived they lived on the same street, they lived in Rae Street...' – Will Musig

'My dad passed away at 97, as far back as I can remember his birthdays were celebrated there.... we celebrated my parents' wedding anniversary, we celebrated my brothers' wedding, my brothers wake, my father's wake too.' – Elivia Faelis

'The club is the link to the past generations' - Club Member

'The phrase is that the history is too important to lose, but the future is too important to lose as well'. – Club Member

'A lot of this migration was post-second world war so the kids we are talking to today are about two-three generations beyond that but are still interested in what went on so losing that would be criminal.' – Club Member

'It's important for our children too, who are all young adults now, they need somewhere they can go.' – Elizabetta Pase

The longevity of these multi-generational attachments to the site was also highlighted when members recalled using the land for picnics and sporting activities even before the building was constructed. Others, like Elisabetta Pase and Julian Rodaro shared that their enduring connections to the Furlan Club are ingrained in its physical fabric:

'You have to have a connection... when our members built and worked on the club, it had that love in its walls, the connection with members and everyone was there. It was just like being home.' – Elisabetta Pase

'My friends' dad came up to me... said 'you realise that's your home there. You know we need some electrical work done.' I was floored, hes got me there... so the next day we (he and his brother) showed up and did about three days of electrical work and provided the materials. We didn't charge the club, it's our home. You go back and you realise, oh wow, theres a piece of us in there.' – Julian Rodaro

Many participants have maintained decades-long involvement with the club, often tracing their connections back to their parents' active participation. For instance, several participants noted how their fathers and/or uncles were involved in the physical construction of the club. Peter Mussolini highlighted his lifelong commitment, stating, 'I've been involved for 45-50 years, my whole life's based around it.' Similarly, Adilia's longstanding dedication and contributions to the club have earned her the affectionate title of 'Club Matriarch'.



The longevity of attachments to the Club was also highlighted by Patrizia, who shared how a number of Club members have reconnected in their later life:

'As people are getting to their 50s, mid-50s they're starting to come back and have a look at well you know hang on my parents used to go to this club you know and all of a sudden people in the bistro you know my uncle came here my mum came here and we wanted to come check it out so now that we have been closed they are mortified, and the re-opening will be amazing.'

Club Devotion and Steadfastness

This theme refers to expressions of dedication, selflessness, generosity and shared commitment to the establishment and ongoing maintenance of the Furlan Club. It speaks directly to the intensity of participants' attachments to the Club and their willingness to contribute time, effort, and resources to ensure its longevity for future generations.

When describing the history of the Club's establishment and building, participants frequently highlighted how it was made possible through volunteer labour, who donated their time and materials to see it completed. In this sense, expressions of dedication and commitment were expressed in terms of the built fabric itself, which was wholly constructed by volunteers, many of whom were the parents and relatives of the participants:

'It took volunteer work to build it, so to let that thing [the Club] go really hurts.' - Club Member

'The sala club, the members' bar, the thorn, the bocce court, was built by the members.' – Patrizia Corelli

"Remember on Saturday and Sundays when the guys used to come—concreters... steel fixers...then there's the ladies that would cook for them... all volunteers.' – Will Musig

'The ladies would be there preparing meals for all the workers... even back at the old Club... all the ladies used to cook Friday, Saturday nights all for nothing... and it was traditional home cooking... it was the continuation of the traditions in Friuli... which is what everyone wants to hang onto because that's the link to your homeland, your grandparents, and everybody else basically.' – Club Member

'In the beginning, working, designing, building a fire place... At night, Saturday, Sunday, we were there. We did it after work, up until 8 or 9 o'clock at night.' – Lidio Bidnost

'...The community donated the material, they donated their time... That's why we get very emotional. It's not just a building. If those bricks could talk.' – Elisabetta Pase

Descriptions of selflessness and volunteer labour in relation to the Club appear to be a profound source of pride for its members. During the group interview, one Club Member proudly described:

While the club has a lot of paid staff, I stood up just a second to have a look and on these two tables [group participants], there are people on these two tables that go past 55 years... I can almost guarantee you that with all the volunteer work they have all done, not one of them has fffffffsdfsdgdddreceived a single cent for it.'

Similarly, Adelia Pase indicated that she derives a strong sense of fulfillment from her volunteer contributions to the club, sharing, 'once they want to pay me, I don't work anymore.'

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury



Welcoming and Including

This theme refers to expressions of hospitality and inclusiveness when describing the Club's various activities with non-members and the broader local and international Friulian community. Participants expressed a strong sense of pride in how the Club building serves as a key link in a global network of Friulian clubs, frequently visited by traveling Friulians. In doing so, they recounted instances where politicians and performers from Friuli would visit the Club, engaging in cultural activities with members and utilising its facilities. As Elisabetta Pasa noted:

'We had so many representatives, from local, state, and national governments. They'd come for different events, we'd call on them to attend our events, and they would come.'

Elvia Faelis similarly shared how Friulian travellers often visit the Club, where they are welcomed as part of the family:

'For example, on Republic Day, a (Friulian) couple came in because they saw it advertised on Facebook, and they sat and talked.'

Members who immigrated to Australia also shared how the Club played a crucial role in their transition to life in a new country, underscoring the significant social and support functions it serves. As Francesco Biamcotto expressed:

'They help you assimilate and embrace the community, making you feel welcomed and supported.'

The readily inclusive nature of the Club beyond the Friulian and Italian community was also expressed, as participants expressed pride in the Club's welcoming atmosphere and its ability to embrace individuals from all backgrounds.

'[My Australian friends come] to the club every Sunday for [traditional] dancing... the Club's dance floor is renowned.' – Elisabetta Pase



Appendix B. Letters of Support



Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury

ENTE

FRIULI NEL MONDO

VIA DEL SALE, 9 - 33100 UDINE TEL. 0432 504970 info@friulinelmondo.com friulinelmondo@pec.inhosting.it

Udine, 21 ottobre 2024

Prot. n.ro: 75/2024

Oggetto: Petizione sospensione demolizione sede Fogolâr Furlan Club Melbourne

In qualità di Presidente dell'Ente Friuli nel Mondo mi rivolgo a Voi con profonda preoccupazione per la prevista demolizione della storica sede sociale del Fogolâr Furlan Club di Melbourne, una decisione che, se confermata, rappresenterebbe una gravissima perdita non solo per il Club, ma per l'intera comunità friulana.

La sede di Matisi Street - Thornbury non è soltanto un edificio, ma anche un simbolo di coesione sociale, di valori condivisi e di impegno civico. È un luogo di memoria viva, il cuore pulsante di una storia collettiva, il custode di valori identitari e sociali che, nel corso degli anni, hanno contribuito a plasmare l'anima della friulanità in loco. Dal 1957, anno della sua fondazione, questa struttura è stata testimone di decenni di incontri, iniziative e attività che hanno fatto del Fogolâr non solo un luogo di ritrovo, ma una vera e propria istituzione. In essa si sono tramandate tradizioni, si sono stretti legami intergenerazionali e si è consolidato uno spirito di appartenenza che presto rischierebbe di essere irrimediabilmente compromesso.

Perdere questa struttura significherebbe, in definitiva, recidere un legame fondamentale con il passato e disperdere quel capitale umano e culturale che ha alimentato l'identità di generazioni di immigrati provenienti dal Friuli.

Per questi motivi, auspico un ripensamento in merito ai lavori di demolizione e l'avvio di un dialogo con le istituzioni locali a supporto della richiesta di salvaguardare la sede attraverso l'inserimento della stessa nel registro dei beni culturali della città. Ritengo che tale soluzione possa preservare questo patrimonio insostituibile, conciliando le necessità di sviluppo urbanistico con il rispetto per l'eredità storica e culturale friulana.

Confidando nella sensibilità e nell'attenzione delle autorità locali verso i valori che la sede del Fogolâr Furlan Club rappresenta per la comunità friulana di Melbourne, Vi porgo cordiali saluti.

Presidente del Fogolâr Furlan Club Melbourne AUSTRALIA

Trasmissione via e-mail: <u>president@furlanclub.com.au</u> <u>secretary@firlanclub.com.au</u>



28 APRIL 2025 COUNCIL MEETING



06 November 2024

To Whom It May Concern,

RE: Letter in Support for the Furlan Club

I write to express my strong support for the Furlan Club, an enduring symbol of community spirit and cultural heritage in our electorate.

Since its establishment in 1957, the Furlan Club has stood as a steadfast sanctuary for generations of Friulian migrants and their families - offering a home away from home. The Club is a living chronicle - a place where the stories of migration, sacrifice, and hope have been etched into its very walls.

From the faded black and white photos of its early days to the vibrant community it nurtures today, the Furlan Club has been an integral part of the Italian migrant narrative. Like many clubs built on the foundations of the post-war migration boom, it has become a cornerstone of cultural continuity and social connection, offering a welcoming space where traditions are preserved and shared.

The Club's role in promoting Italian culture, language, and customs ensures that the rich legacy of Friuli-Venezia Giulia thrives within our diverse community. Beyond its cultural contributions, it has played an instrumental role in fostering social inclusion and support. Its initiatives, ranging from educational programs to community celebrations, have strengthened intergenerational bonds and cultivated a spirit of inclusivity. The Club's adaptability is evident in ventures like The Thorn 3071, which highlights its commitment to evolving while maintaining its core mission of cultural engagement.

Coming from a migrant family myself, I deeply appreciate the importance of such a place. The Furlan Club embodies the resilience and spirit of those early migrants, who, despite the challenges of leaving behind their homeland, found strength in each other and built a thriving community that has endured for generations.

As the State Member for Northcote, I am proud that our inner northern suburbs are home to one of the oldest Italian clubs in Australia - a space that continues to foster dialogue, respect, and inclusivity.

I strongly support the Furlan Club in its efforts to protect its future and continue serving our community.

Kind regards

YOUR STATE MEMBER FOR NORTHCOTE

4/404 High Street, Northcote VIC 3070 | 03 9481 5777 | kat.theophanous@parliament.vic.gov.au

← KatTheoMP

← KatTheoMP

← Company

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kattheophanous.com.au

ctorian



10th December 2024

"THE FURLAN CLUB- MELBOURNE MUST BE SAVED"

To whom it may concern,
I, as head of the family of the State of Victoria to immediately take the necessary action to ensure that the Furlan Club-Melbourne's building at 1 Matisi Street Thornbury be saved from the threat of demolition and preserved for current and future generations in honour of the people who donated their labour of love for its construction and on going maintenance.
My family and I have been members of the Club from time immemorial. I served as President of the Ladies Committee from and then as a member from In In It was elected to the Executive Committee of the Club where at various times, I have served as a member and as Vice President.
My late husband , a proud Friulano and Alpino, served for many years as President of the Alpini Group stationed at 1 Matisi Street. also served on the Executive Committee, dedicating much of his time to the construction and maintenance of the Club. During a general meeting of all the Alpini Presidents of Australia which was held at the Club, in his opening speech, where he wanted to express his sentiments in regards to the social and community adherence that the Furlan Club and the Alpini movement provided, he was quoted as saying " as long as there are people, Alpini like us, one can have faith in this rotten world, because we will not accept anything less.
It would be a sad loss to the Friulani, the Italian and the community at large if we were to do nothing and relinquish this heritage, this legacy to unscrupulous developers so that they can demolish and build more warehouses on this sacred location. I implore you to intervene and put a stop to any plans to wreck this iconic Club building.
Sincerely yours

Item 9.1 Appendix B

To whom it may concern

I am writing to request the consideration of a Heritage overlay for the Furlan Club premises located at

1 Matisi Street Thornbury 3071

I have had the pleasure to serve on the Executive Committee of the Furlan Club for a few years. I have experienced at first hand the joy that this club has brought to three generations of members and friends and to the broader Melbourne community

For many members that have helped to build the club, this has been a second home to them, a place where to meet with family and friends.

The club reflects the rich cultural heritage of the Italian community in Melbourne and it has played a vital role in fostering community spirit.

Implementing a Heritage Overlay would ensure that the Furlan Club continues to serve as a vibrant community hub while safeguarding its historical integrity

SAVE THE FURLAN CLUB



Monday, 25 November 2024

Request for Heritage Overlay for the Furlan Club at 1 Matisi Street, Thornbury

To whom it may concern.

I am writing to request the consideration of a Heritage overlay for the Furlan Club, premises, located at 1 Matisi Street Thornbury 3071.

The Furlan Club was founded in Thornbury in 1957 and was relocated to its permanent premises in 1980.

It carries significant cultural and historical value to the Melbourne Italian and the broader Melbourne community.

Carrying stories of immigration and settlement in Australia, it deserves protection under the Heritage Overlay guidelines.

The club was built by its members, a strong hold of very dedicated Italian immigrants who arrived in Australia during the last century's wave of immigration.

My late father was a way in May 2012 at the age of 97 was one of the original members of the community and volunteered his skills as a carpenter to establish the current premises at 1 Matisi Street. He was a very proud member of the Furlan Club, celebrating many birthdays and anniversaries at the Furlan Club.

I remember so many happy stories told by my late parents about the activities that they participated at the Furlan Club such as pensioner's lunch, after lunch mum would play bingo while dad would play a game of cards, the conversation was always in the Furlan language.

I have very fond memories of many milestone celebrations at the Furlan Club such as my late brother's wedding, anniversaries, and birthdays.

My children always looked forwards to celebrate nonno and nonna's birthday at the Furlan Club each celebration always ended with the song in the Furlan language

"O ce biel cjiscjel a Udin" A song about Friuli and their people Every Sunday we had dinner in the bistro, where my parents and their friends had a table permanently booked for them.

This club has always been part of their lifeblood a hub of connection and community spirit it is also the lifeblood of the younger generation of Italians their communities.

The men and women who established the Furlan Club worked tirelessly, volunteering their time to establish a legacy for their families and future generations.

The Furlan Club has provided the community, members, family and friends with a warm and inviting social setting to celebrate many cultural traditions.

To continue my parent's legacy, I am also a member and a volunteer of the Furlan Club, and if given the chance I would like to continue this way.

The club reflect the rich cultural heritage of the Italian community in Melbourne, and it has played a vital role in fostering community spirit.

It has hosted hundred of events, celebrations and activities that have enriched the lives of the local residents and promoted cultural understanding.

Implementing a Heritage Overlay would ensure that the Furlan club continues to serve as a vibrant community hub while safeguarding its historical integrity





10th December 2024

"SAVE THE FURLAN CLUB- MELBOURNE"

To whom it may concern,

I have been a member of the Furlan Club since 1962, when I first migrated to Australia from the Autonomous Region of Friuli Venezia Giulia in Italy. When the Club's building project began in the 80's, at 1 Matisi Street Thornbury, I was one of many who freely worked to build this clubhouse and its amenities. In 1987 I was elected to the Club's Executive Committee and then served as President from A large part of my spare time was spent at the Club. My sole reward was seeing the smiling faces of members and friends who regularly attended the Club. The cultural and sporting activities that the Club offered were the fabric that held our community together. To cater for the growing membership, the Club had to be extended and be modified. Much of this work was freely done once again by volunteers on weekends or at night after work. We lived for the Club!

It saddens me to now learn that all of the Club's building is facing possible demolition following a hideous arson attack which took place back in February 2024!! This sadly has caused the Club's premises to remain closed all of this time, further adding to the Club's financial burden and the helpless hurt felt by the many people who regularly frequented these premises.

The cultural heritage that this Club represents, not only for the Friulian and other Italian members but also for the wider community, must be preserved and nurtured, not only for the present but also for the generations to come.

I implore you to urgently take all necessary actions to safeguard and preserve the Furlan Club- Melbourne building at 1 Matisi Street, Thornbury.

Yours sincerely,



<u>Letter requesting that a Heritage overlay be placed on the Furlan Club building at 1 Matisi</u>

<u>Street Thornbury Vic 3071</u>

November 2024

To whom it may concern,

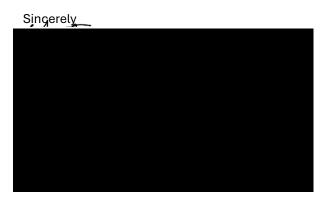
I am writing to express my deep concern regarding the current status of the Furlan Club - Melbourne premises at 1 Matisi Street Thornbury 3071. The building remains inaccessible to its members following an arson attack in February 2024, which resulted in some damage to the Club's Gaming room and entrance foyer. Alarmingly there is a threat of the building being demolished by the owners /developers.

My late eldest brother	was a founding member of the Club. He	
dedicated much of his time and talent to the Italian community and friends considering the		
Club as their home away from home. As the Club'	he also served for many years	
as the	, a role I have undertaken following his	
passing. He was also a cultural representative of the Club and regularly held well attended		
Furlan cultural and language courses for Club members and friends. My late brother		
who also passed away a few months back served on the Club's Executive Committee as a Vice		
President		

The legacy of my brothers and the contribution of many post-war Italian migrants who freely gave of their time and talent in the construction, maintenance and upkeep of the Club's premises must be preserved and protected for future generations. My brother parting words regarding the Club were, "*Tignin dûr e mai molâ*", which translates to "Hold on and never give up".

The Executive Committee of the Furlan Club -Melbourne and its members are committed to seeing the remainder of the 20-year lease contract to the very end with the option of repurchasing the property at the end of the leas contract if not sooner.

Your attention to this request and your support is most appreciated.



21/12/2024

Retired GP and 75 years old, would like to give my support to the prevention of demolishing the building on the property addressed as 1 Matisi street Thornbury 3071 Vic.

I hope the building will be preserved in perpetuity because of the following reasons:

- The building was built as a cultural centre where families of the Friuli region could meet.
- Main social events at the clubs in which myself and my family participated consisted of
 - Annual dinner dance
 - Sunday nights dinners and dances
 - Weekly gathering of all male choir, which had performed in venues like Sydney Opera House with other choirs, Hamer Hall, Melbourne town hall and many others since its foundation in 1971.
 - Bocce
 - Card playing
 - Cooking classes.
- In listing the above, I felt very much an Italian from Friuli and shared a lot knowledge and culture with my family and friends and I feel that if the building disappears then my memories of my past disappear.

I have discussed the past events of the club with my friends and family and it has had some tragedy.

Maybe there is no recuperation and restoration to its former self, but the biggest tragedy and loss would by the demolition of the building.

Item 9.1 Appendix B

28th. December 2024

President

Fogolàr Furlan Club (FFC) - Melbourne

1 Matisi Street

Thornbury Vic. 3071

Cc:



SUPPORTING LETTER

Request for Heritage Overlay for the Fogolar Furlan Club (FFC) at 1 Matisi Street, Thornbury

To whom it may concern,

My name is and I am President of the Sardinian Cultural Association (Vic) Inc. (SCA), founded in 1987.

Referral to the SCA's Website (www.sardi-melbourne-com) will indicate to you that the SCA is a not for profit voluntary Incorporated Community Association, registered with Consumer Affairs, and most of all well respected in the Italian and Australian Community.

I am writing to you to support the FFC's request for the consideration of a Heritage Overlay of the FFC, located at 1 Matisi Street, Thornbury 3071.

The FFC was founded in Thornbury in 1957 and was relocated to its permanent premises at 1 Matisi Street in 1985.

It carries significant cultural and historical value to the Melbourne Italian community and, in turn, the broader Melbourne community. It carries stories of immigration and settlement in Australia and, prior to the well documented fire, provided support, advice, and a place to feel "at home" to current new arrivals, be they from Friuli or not.

Over the years the SCA has had the opportunity to have dealings with the FFC and is aware that it has had an exemplary community reputation therefore, there is no doubt that it deserves protection under the Heritage Overlay guidelines.

Noteworthy is also the fact that both the club's original and current premises were built by its members, a stronghold of dedicated Italian immigrants who arrived in Australia during last century's waves of immigration.

The FFC is part of their lifeblood – a hub of connection and community spirit. It is also the lifeblood of the younger generations of Italians and their communities. And, if given the chance to continue, will continue in this way.

The men and women who established the Furlan Club worked tirelessly and voluntarily to create a legacy for their families and future generations. There is no doubt that the FFC has provided the community, members, families, and friends with a warm and inviting social setting that celebrates Friuli's many cultural traditions.

The FFC's features – designed and built by the Italian immigrants themselves – reflect the rich cultural heritage of the Italian community in Melbourne, showcasing unique design elements that contribute to its character.

Still, the FFC has played a vital role in fostering community spirit and cultural identity. It has hosted hundreds of events, celebrations, and activities that have enriched the lives of local residents and promoted cultural understanding.

Sadly, since an arson attack in February 2024, the FFC has had a very challenging time of late. Now this landmark deserves preservation for future generations. We must do all that we can to ensure that the FFC continues to serve as a vibrant community hub by safeguarding its historical integrity.

Sincerely,



26th September 2024

TO WHOM IT MAY CONCERN:

I am writing on behalf of all our members, supporters and myself to humbly request your urgent reconsideration regarding the planned demolition of the Fogolar Fûrlan Club in Melbourne.

As President of the Fogolar Fûrlan Club in Adelaide, I deeply understand the cultural and historical significance this establishment holds, not only for our local communities but for all those with Friulian heritage across Australia.

Built by migrants who sought to preserve and share the rich traditions of Friuli-Venezia Giulia, the Melbourne club has long served as a beacon for cultural preservation, a place where language, traditions, and the unique identity of our ancestors have been maintained and celebrated for decades. For countless families, this centre has been an enduring symbol of belonging, unity, and pride.

The Fogolar Fûrlan Club is more than just a building. It stands as a living testament to the contributions of Italian migrants, a space that fosters a deep connection to our roots, providing a sense of continuity for younger generations. It is a heritage site that tells the story of hardship, resilience, and the cultural legacy of the Friulian people in Australia.

We believe that its preservation is vital for future generations to understand and appreciate this important chapter of our nation's multicultural history. I strongly urge you to halt any plans for demolition and instead work towards securing its status as a heritage site, worthy of protection and conservation.

We hope you will take this heartfelt appeal into serious consideration. By preserving the Fogolar Fûrlan Club, we not only honour our past but also provide a legacy for the future.

Thank you for your attention to this matter. I am happy to provide any further information or support necessary to ensure the protection of this cultural landmark.

Yours sincerely,



President, Fogolâr Furlan Brisbane

info@fogolarfurlanbrisbane.org.au

27th September 2024

TO WHOM IT MAY CONCERN:

I as President of the Fogolâr Furlan Brisbane, along with our members and friends, are deeply concerned to learn that there are plans afoot to demolish the premises currently occupied by the Furlan Club -Melbourne at 1 Matisi Street Thornbury Vic 3071.

The cultural and historical significance that this establishment holds, not only for the local communities but also for all those with Italian and Friulian heritage across Australia, is irreplaceable and must be protected at all costs. We urge you not to allow this very significant historical part of our Italo-Australian community to be destroyed.

The Fogolâr Furlan Melbourne founded in 1957 is one of the oldest Friulian Clubs in Australia and over the years has served as a beacon for all our other seven sister clubs in Australia. The premises at 1 Matisi Street were built by volunteer Friulani and their friends who had migrated to Australia in the post-World War 2 years. It has provided and continues to provide the generations of Italo-Australians with many community activities of significant cultural value.

The preservation of these premises is vital for future generations to understand and appreciate this important chapter of our nation's multicultural history.

We humbly ask you to support our plea to halt any plans for demolition and instead work towards securing its status as a heritage site, worthy of protection and conservation.

By preserving the Furlan Club Melbourne we not only honour our past but also provide a legacy for the future.

Yours sincerely,

President



FOGOLAR FURLAN NSW-SOT LA NAPE

PO BOX 211 MOOREBANK NSW 1875 EMAIL: mirella.riga@bigpond.com MOB: 0403 608083

18th September 2024

TO WHOM IT MAY CONCERN

It has been brought to our attention that the premises of Club Fogolar Furlan Melbourne at 1 Matisi Street, Thornbury, built in 1985 be considered for Heritage Listing.

The Furlan Club Melbourne has been in existence since 1957 and over this period has served the Italian Community in many ways by providing a venue where members could meet and participate in the many cultural activities available. The Club is responsible for uniting three generations of Italo/Australians by offering dance, sport, culinary experiences, history and teaching of the Italian language.

Fogolar Furlan NSW, fully endorse the application made by the Furlan Club Melbourne for the Heritage Listing of 1 Matisi Street, Thornbury so as the club can continue to serve the Community.

FOGOLAR FURLAN NSW



President





Melbourne, 17 September 2024

Dear Mayor and CEO,

I am writing to express my strong support for granting a Heritage Overlay in respect to the Furlan Club located in Thornbury. This site holds immense historical, cultural, and social significance for the Italian community in Melbourne, and I believe it is crucial to preserve this important landmark for future generations.

Founded in 1957, the Furlan Club has served as a vital hub for Italian migrants and their descendants, offering a place where fellow countrymen could come together and feel at home. Moved in 1985 into the current site in Matisi Street, Thornbury, for nearly four decades it has played a pivotal role in cementing the spirit of the Fogolar and preserving Italian cultural heritage in our community.

The unique value of this building lies not just in its physical structure, which was largely built with volunteer labour but in the rich tapestry of community life it represents:

- 1. Cultural Preservation: The club has been instrumental in maintaining and passing down traditional Furlan customs, including Balletto, Bocce, and the annual Friuli Day Sagra celebrations.
- 2. Community Cohesion: It has provided a warm and inviting social setting for multiple generations of families, friends, and community members.
- 3. Evolving Traditions: While honouring its roots, the Furlan Club has adapted to serve changing community needs, offering diverse activities such as family-friendly Bistro nights, weekly Members nights, The Thorn 3071 events, monthly Rock & Roll dances, Pensioner Lunches, Bottomless Gnocchi nights, and cooking classes that bridge generational gaps.
- 4. Historical Significance: The club stands as a testament to the Italian migration story in Thornbury and the broader Darebin area, embodying the struggles, triumphs, and contributions of Italian-Australians to our local community.
- 5. Social Value: As a gathering place for nearly 40 years, the club has fostered countless relationships, celebrations, and shared experiences that form the fabric of our community's social history.

It has come to my attention that there is an imminent risk of the building being demolished by developers. This potential loss underscores the urgent need for a Heritage Overlay to protect this invaluable community asset and we trust the Council will consider the application as quickly as possible.

By granting a Heritage Overlay, Darebin Council would be taking a significant step towards:

- Preserving a key piece of our local migrant history
- Ensuring the continuity of important cultural traditions
- Maintaining a vital community space that promotes social cohesion and intergenerational connections
- · Recognizing the contributions of the Italian community to the diverse cultural landscape of Thornbury, Darebin and Melbourne in general

COMITES VICTORIA E TASMANIA Suite 11, 135-141 Cardigan Street, Carlton VIC 3053 comites@comites.org.au



I strongly urge the Council to consider the immense cultural, historical, and social value of the Furlan Club and to grant it the protection it deserves through a Heritage Overlay.

Thank you for your consideration of this important matter.

Sincerely,

President Comites Victoria & Tasmania

COMITES VICTORIA E TASMANIA Suite 11, 135-141 Cardigan Street, Carlton VIC 3053 comites@comites.org.au



Thursday, 21 November 2024

Request for Heritage Overlay for the Furlan Club at 1 Matisi Street, Thornbury

To whom it may concern,

I am writing to request the consideration of a Heritage Overlay for the Furlan Club, located at 1 Matisi Street, Thornbury 3071. The Furlan Club was founded in Thornbury in 1957 and was relocated to its permanent premises at 1 Matisi Street in 1985.

It carries significant cultural and historical value to the Melbourne Italian community and, in turn, the broader Melbourne community. Carrying stories of immigration and settlement in Australia, it deserves protection under the Heritage Overlay guidelines.

Both the club's original and current premises were built by its members, a stronghold of dedicated Italian immigrants who arrived in Australia during last century's waves of immigration.

My 82-year-old father, Lidio Bidinost, is one of the original members of the community and volunteered his skills as a bricklayer and builder to establish the current premises at 1 Matisi Street. He has been a vice president of the club and today is still proudly active as a committee member. My mother has also been a long-term active volunteer and participant in the community.

This club is part of their lifeblood – a hub of connection and community spirit. It is also the lifeblood of the younger generations of Italians and their communities. And, if given the chance to continue, will carry on in this way.

The men and women who established the Furlan Club worked tirelessly and voluntarily to create a legacy for their families and future generations. The Furlan Club has provided the community, members, families and friends with a warm and inviting social setting that celebrates Friuli's many cultural traditions.

The club's features – designed and built by the Italian immigrants themselves – reflect the rich cultural heritage of the Italian community in Melbourne, showcasing unique design elements that contribute to its character.

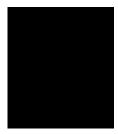
Still, the Furlan Club has played a vital role in fostering community spirit and cultural identity. It has hosted hundreds of events, celebrations, and activities that have enriched the lives of local residents and promoted cultural understanding.

Sadly, due to arson attacks, the club has had a very challenging time of late. Yet this landmark deserves preservation for future generations. With 12 years still remaining on its current 20-year lease, implementing a Heritage Overlay would ensure that the Furlan Club continues to serve as a vibrant community hub while safeguarding its historical integrity.

Sincerely,







Tuesday 3 December 2024

Request for Heritage Overlay for the Furlan Club at 1 Matisi Street, Thornbury

To whom it may concern.

I am writing to request the consideration of a Heritage overlay for the Furlan Club, premises, located at 1 Matisi Street Thornbury 3071.

The Furlan Club was founded in Thornbury in 1957 and was relocated to its permanent premises in 1980.

It carries significant cultural and historical value to the Melbourne Italian and the broader Melbourne community.

Carrying stories of immigration and settlement in Australia, it deserves protection under the Heritage Overlay guidelines.

The was built by its members, a stronghold of dedicated Italian immigrants who arrived in

Australia during last century's wave of immigration.

The loyalty to the of the people of the Friuli Region shown by the devoted members building their own club.

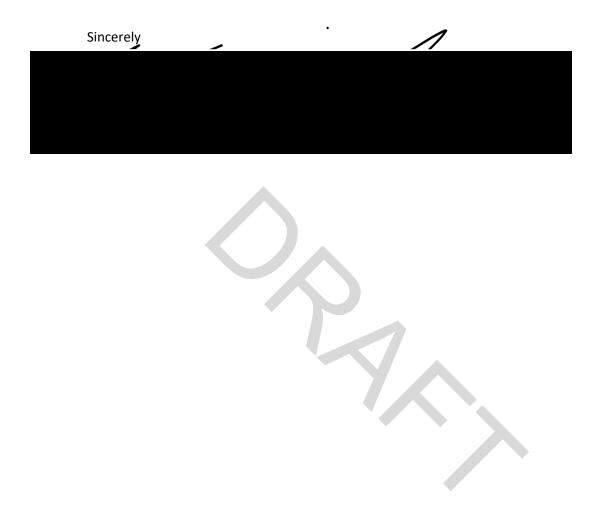
As an Australia I have always been made welcome at the Furlan Club giving me a touch of Italy here in Melbourne.

Every Sunday Night I was made very welcome when I attended with friends the dinner dance.

I also participated at pensioners lunches, and gnocchi night.

When I was invited by its members to attend the ANZC ceremony, I was touched to see how the club showed unity by inviting all cultures to the ceremony. The ceremony was followed by scrumptious breakfast.

My request is for the Furlan Club to have Heritage Overlay so we can continue many years at this venue and preserve this landmark for future generation.





Heritage overlay. Protection of our Fogolar Furlan Club 1 Matisi street Thornbury. Please save our Home away from Home.

To whom it may concern.

As a member of the Fogolar Furlan Club, as was my husband leader to lask you to consider all the wonderful facts regarding the Club premises, what we stand for, - our members and our community.

We are a community of Italian migrants who many years ago arrived here in Melbourne Australia, established the Club as a meeting place.

We built a little Club house in Mansfield Street Thornbury to accommodate our members, then moved onto these bigger premises. All volunteers working and sharing our knowledge in constructing what we now call our Club at 1 Matisi street Thornbury. This Club house was built with love and the want to achieve a home base for all to enjoy. Once settled in our new 'home' we organised many wonderful events and functions and many community events. Continued working always as volunteers, men and women together. Our children have grown up beside us in our Club, they also have experienced the love we have felt here at the Club.

We were and are involved in Community based efforts, with a cultural background, a strong Heritage and love for Friuli.

Our Coro – all male singers, entertaining everyone, singing in the community.

Our Balletto - young adults dressed in our Friulano costumes dancing.

The sporting activities and mainly the Bocce tournaments and championships.

For many years raising money for Preston and Northcote community hospital. PANCH.

Our club's involvement in The Miss Victoria's pageant, raising money for the spastic Society. For many years our girls represented the Italian Community quest to select a young lady for the Miss Victoria quest.

For Cancer research - Girl's night in, raising money

RSL Fairfield branch – helping with their fund raising. Every year they stood side by side early morning with our members on ANZAC day to commemorate the Day, followed by breakfast in the Fogolar Furlan Club.

We have hosted the Council for Aboriginal Reconciliation, - 'It's up to us'.

Many Federal, State and local representatives have been welcomed through our doors. Our nearby schools' activities, our holiday school programs, our senior citizens outings and get togethers. The numerous community-based involvement we at the Club have housed with always our volunteers helping hand.

1 Matisi Street Thornbury is known for its hospitality, care of the Community and family. Please consider all issues and points regarding our Club at 1 Matisi Street Thornbury.' Many thanks.





To whom it may concern,

I am writing to petition for a heritage overlay to be applied to the premises of the Furlan Club located at 1 Matisi St Thorbury, a vital cultural hub for the Furlan community in Melbourne.

The Furlan Club represents far more than a simple community gathering place. It is a living testament to the immigrant experience, a sanctuary of cultural preservation, and a bridge between generations. While I myself am of Calabrian heritage, born in Australia, I have come to understand the profound importance of this venue to both the Furlan community and to the broader multicultural fabric of our city.

This club is not merely a building, but a repository of collective memory. Many of the original members personally contributed to constructing these premises, investing their hopes, dreams, and hard work into creating a space that would serve their community into the future.

Every corner of this club tells a story. The kitchen where generations have rolled gnocchi, the dance floor where traditional italian dances keep our ancestral rhythms alive, the quiet corners where the Furlan language still whispers narratives of immigration, resilience, and cultural survival that are increasingly precious in our rapidly changing urban landscape.

The club serves multiple critical functions:

- Provides a vital space for cultural preservation, hosting region-specific events that celebrate both Furlan and Italian traditions
- Offers opportunities for language preservation, with spaces where the Furlan and Italian language can be spoken and practised
- Facilitates intergenerational connections, allowing younger Australian-born individuals like myself to connect with and learn from senior community members
- Hosts important social events that maintain cultural traditions, from gnocchi nights to pensioner lunches and traditional dances

Should this premises be lost, we would not simply be losing a building, we would be erasing a living museum of migration history, disrupting a community that has been carefully maintained for decades, and potentially causing irreparable cultural loss.

The heritage overlay is not just about preserving a physical structure, but a strategic conservation of our community's most valuable intangible assets. It represents a commitment and a robust approach to maintaining the complex social networks that form the foundational infrastructure of our multicultural society.

Item 9.1 Appendix B

I urge the council to seriously consider applying a heritage overlay to the Furlan Club premises. By protecting the Furlan Club, you will be safeguarding an important piece of our shared local history and ensuring that the stories of those who built this community are not forgotten. Sincerely,





Request for Heritage Overlay for the Furlan Club at 1 Matisi Street, Thornbury

Monday, 25 November 2024

To whom it may concern,

I am writing to request the consideration of a Heritage Overlay for the Furlan Club, located at 1 Matisi Street, Thornbury 3071.

This Club has been in operation since 1957 and at its current site since March 1985.

It was built by its members for its members, who are mostly of Italian heritage, as a place to feel at home and maintain the Furlan culture. Over its history it has evolved as a social gathering place for the wider community for a variety of social calendar events whilst maintaining its Furlan heritage.

I have been told there is a risk that the owners of the premises are considering demolishing the premises for redevelopment. That would be a tragedy for the tireless effort put in by so many volunteers and members to maintain and keep the spirit of the club going at its current location.

The main ballroom, the bistro, the bars, the library, the collections of historical pictures on the walls built by the members, the kitchen that produces wonderful regional meals and cooking classes and sporting facilities which include bocce and squash courts. These facilities all contribute to making the place worthy of protecting under the Heritage Overlay guidelines.

I remember working at the club in my youth serving behind the bar and it was always a happy place full of friulani, the wider Italian community and their friends speaking, singing, playing cards, billiards & socialising in dialects that you just don't often hear en masse anywhere else in Melbourne.

My dad, provided in the original members and has held various voluntary roles of responsibility over the years for the club from waiter, barman, committee member to Vice President. He also helped build the current premises using his building and bricklaying skills.

He is still representing the Furlan community today as one of the club's committee members.

My mother, has also been an active volunteer over the years in making the Club a success. Both enjoy being at the club socialising with their friends and it has been a significant part of the fabric of their lives together.

The arson attack that took place in February 2024 has created challenges this year and left the Melbourne Furlan community in limbo without their homebase to use.

Since the executive committee and its members are committed to seeing out their current 20-year lease and want to preserve and protect the site for future generations, implementing a Heritage Overlay would mean the Furlan Club can continue to provide the community a meeting place to enjoy together whilst safeguarding it from external forces that it cannot control.

Please consider this request.

Sincerely,





Monday, 9 December 2024

Request for Heritage Overlay for the Furlan Club at 1 Matisi Street, Thornbury

To whom it may concern.

I am writing to request the consideration of a Heritage overlay for the Furlan Club premises, located at 1 Matisi Street Thornbury 3071.

The Furlan Club was founded in Thornbury in 1957 and was relocated to its permanent premises in 1980.

It carries significant cultural and historical value to the Melbourne Italian and the broader Melbourne community.

Carrying stories of immigration and settlement in Australia, it deserves protection under the Heritage Overlay guidelines.

The club was built by its members, a strong hold of very dedicated Italian immigrants who arrived in Australia during the last century's wave of immigration.

I personally arrived in Australia in 1970, while my Husband Paolo Rubino, who came earlier, the forth November 1968, 12 months later He found out about Fogolar Furlan Club and joined in as a member rightway. I come to this beautiful country with our two children Nick, age three, and Angela, age 15 months old.

I fell in love with the club immediately. I became a volunteer a few years before the COVID Hit us all. Celebrating all our birthdays, the children's Holy Communion, Confirmation, our Anniversaries, dinner dance for our Parish Church, San Anthony's Alphington, for many years. Every Sunday there we are get to the club with family and friends to celebrate anything,

FOGOLAR FURLAN was and is our second home. I am so disappointed about what's happening,

and hope we can get it back soon.

Item 9.1 Appendix B



SARDINIAN CULTURAL ASSOCIATION (VIC) INC. REG NO. A001418

31st. December 2024

President
Fogolàr Furlan Club (FFC) - Melbourne
1 Matisi Street
Thombury Vic. 3071

Cc:

- Peter Muzzolini Vice President FFC
- Federico Martin Secretary FFC and Representative Fogolârs Furlans of Australia
- John Marras (Secretary SCA)

SUPPORTING LETTER Request for Heritage Overlay for the Fogolar Furlan Club (FFC) at 1 Matisi Street, Thornbury

To whom it may concern,

My name is and I am President of the Sardinian Cultural Association (Vic) Inc. (SCA), founded in 1987.

Referral to the SCA's Website (<u>www.sardi-melbourne-com</u>) will indicate to you that the SCA is a not for profit voluntary Incorporated Community Association, registered with Consumer Affairs, and most of all well respected in the Italian and Australian Community.

The FFC was founded in Thornbury in 1957 and was relocated to its permanent premises at 1 Matisi Street in 1985. I am writing to you to support the FFC's request for the consideration of a Heritage Overlay of the FFC, located at 1 Matisi Street, Thornbury 3071.

It carries significant cultural and historical value to the Melbourne Italian community and, in turn, the broader Melbourne community. It carries stories of immigration and settlement in Australia and, prior to the well documented fire, provided support, advice, and a place to feel "at home" to current new arrivals, be they from Friuli or not.

Over the years the SCA has had the opportunity to have dealings with the FFC and is aware that it has had an exemplary community reputation therefore, there is no doubt that it deserves protection under the Heritage Overlay guidelines.

POBOX 136 HEIDELBERG 3084 VICTORIA AUSTRALIA TELEPHONE: 613 9458 2614 FACSIMILE: 613 9431 3235 EMAIL: sardi.melbourne@bigpond.com www.sardi-melbourne.com

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2 -

Noteworthy is also the fact that both the club's original and current premises were built by its members, a stronghold of dedicated Italian immigrants who arrived in Australia. during last century's waves of immigration.

The FFC is part of their lifeblood – a hub of connection and community spirit. It is also the lifeblood of the younger generations of Italians and their communities. And, if given the chance to continue, will continue in this way.

The men and women who established the Furlan Club worked tirelessly and voluntarily to create a legacy for their families and future generations. There is no doubt that the FFC has provided the community, members, families, and friends with a warm and inviting social setting that celebrates Friuli's many cultural traditions.

The FFC's features, designed and built by the Italian immigrants themselves – reflect the rich cultural heritage of the Italian community in Melbourne, showcasing unique design elements that contribute to its character.

The FFC has and wishes to continue. to play, a vital role in fostering community spirit and cultural identity. It has hosted hundreds of events, celebrations, and activities that have enriched the lives of local residents and promoted cultural understanding.

Sadly, since an arson attack in February 2024, the FFC has had an incredibly challenging time of late. Now this landmark deserves preservation for future generations. We must do all that we can to ensure that the FFC continues to serve as a vibrant community hub by safeguarding its historical integrity.



From:

Sent: Mon, 9 Dec 2024 at 11:16 pm

Subject: SAVE THE MUCH BELOVED FURLAN CLUB

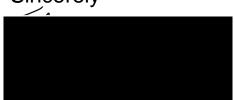
9th Dec 2024

To whom it may concern.

The purpose of this letter is to help save from demolition the Furlan Club at 1 Matisi St Thornbury. If that act is carried out it will represent a great loss not only to the Italian community, who over the years have worked to maintain a place where their members can pass on their legacy to the younger generations. Also, could cause a detriment to the Melbourne broader community. To families like mine, which over the years have enjoyed the hospitality and emotional support of the members of this club, a place where we have celebrated birthdays, baptisms and other significant dates, a place where we were always welcome to participate in the innumerable cultural and historical activities hosted by this club. After the senseless arson attack which partially damaged the front entrance and the gaming room of the Club we all were anxiously looking forward to a prompt restoration to continue enjoying our gatherings among friends and family.

Please, instead of demolishing it, give it the recognition that it deserves by including it in the **Heritage Overlay**.







Wednesday 11 December 2024

Request for Heritage Overlay for the Furlan Club at 1 Matisi Street, Thornbury

To whom it may concern.

I am writing to request the consideration of a Heritage overlay for the Furlan Club, premises, located at 1 Matisi Street Thornbury 3071.

The Furlan Club was founded in Thornbury in 1957 and was relocated to its permanent premises in 1980.

It carries significant cultural and historical value to the Melbourne Italian and the broader Melbourne community.

Carrying stories of immigration and settlement in Australia, it deserves protection under the Heritage Overlay guidelines.

The club was built by its members, a strong hold of very dedicated Italian immigrants who arrived in Australia during the last century's wave of immigration.

My Late father was a foundation member of the Furlan Club. There was trust between al members to use the club at any time, I remember my dad leaving money on the bench for any drinks he enjoyed with his friends if the club was unattended. Every week has a family we spent many days at the Furlan Club, I made so many friends playing netball while dad played cards and mum played bingo. My parents also played bocce at the Club which boast the biggest bocce court in Victoria. Every Friday evening there were rock and roll nights for the younger generation, and Sunday evening we had Latin Dancing for everyone. The dance floor being one of the biggest in Melbourne attracted many people of different cultures.

We celebrated so many milestones such as birthday and wedding anniversaries. We always attended so many functions at the club, listening the Furlan choir, watched young children dressed in the traditional Fulan costume, dance the traditional dances, we often had mess for religious celebrations followed by lunch and music.

We spend every new year eve celebrations at the club catching up with old friends and making new friends

The club reflect the rich cultural heritage of the Italian community in Melbourne, and it has played a vital role in fostering community spirit.

Implementing a Heritage Overlay would ensure that the Furlan club continues to serve as a vibrant community hub while safeguarding its historical integrity

Sincerely





Appendix C. Membership records



Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury























Appendix D. Incorporated Plan

Furlan Club, 1 Matisi Street, Thornbury

1. Introduction

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

This incorporated plan establishes planning permit exemptions in respect of land at 1 Matisi Street, Thornbury (the land).

The land is occupied by the Furlan Club and is affected by a Heritage Overlay (TBC), which selects 'Incorporated Plans' in the Schedule to Clause 43.01.

2. Purpose

The purpose of this incorporated plan is to ensure that alterations and new works do not adversely affect the significance of the Furlan Club, while recognising that its social value is dependent on the evolving operational requirements of the place as a migrant club venue for the purposes of social and cultural gatherings, recreational activities and dining.

3. Planning Permit Exemptions

This incorporated plan establishes planning permit exemptions, for the land, under the provisions of Clause 43.01-3 of the planning scheme.

The permit exemptions, set out in Clause 4 of this incorporated plan, prevail over any contrary or inconsistent provision in Clause 43.01 of the planning scheme.

4. Site specific exemptions under Clause 43.01-3

A planning permit is not required under Clause 43.01-1 of the planning scheme for the land at 1 Matisi Street, Thornbury to:

External works

- Carry out external works to significant and contributory features that enhance the function of the place to support social and cultural gatherings, and Club recreational and dining activities, including:
 - Constructing or displaying a sign;
 - Installing shade structures, awnings, or weather protection to improve outdoor usability;
 - Non like-for-like routine repairs and maintenance, provided that they enhance the function and use of the place for social and cultural purposes;

Extent Heritage Pty Ltd | Heritage Citation: Furlan Club – 1 Matisi Street, Thornbury



- Enhancing accessibility features, such as ramps or handrails, to ensure inclusivity for Club users;

- Alterations and additions to the contributory features as shown in the map along the southern and western elevations (not including demolition).
- Installing or upgrading ventilation, heating, and cooling systems;
- Implementing security measures, such as CCTV, alarms, or keyless entry systems, to ensure the safety of members and visitors;
- Construction or demolition of a rear or shared boundary fence (not including street fence).



Attachment C - Background Information

Request for heritage protection

On 21 August 2024, Council received a formal request from the President of the Furlan Club, in support of an application of a Heritage Overlay to the property and to cease any demolition request to the building, following the fire outbreak. The letter cites the extensive cultural and historical significance of the Club, including its importance to the Italian community, through its conservation of the Friuli culture and the Club's connection to the community. Council has also received letters of support from other Australian Italian organisations, including the Furlan club Brisbane and the COMITES Victoria & Tasmania, which also expressed the Club's significance to the community.

Demolition request and Interim Heritage Overlay

On 1 November 2024, Council received a Section 29A request under the *Building Act 1993* seeking consent to demolish the Furlan Club building. The request cited the extensive damage caused by the fire as the reason for demolition.

Council engaged heritage consultants, Extent Heritage Pty Ltd, to undertake a preliminary assessment of the site's potential heritage significance.

In response to a demolition request for the site, Council officers, under delegation of Council, submitted a request on 21 November for the Minister for Planning to prepare and approve Planning Scheme Amendment C224dare. This amendment seeks to apply an interim Heritage Overlay (HO) to the Furlan Club, under the Darebin Planning Scheme.

If approved, the interim Heritage Overlay requested for the Furlan Club would be a temporary measure (typically 6 to 18 months) to prevent demolition or inappropriate alterations while Council investigates permanent heritage controls.

Permanent heritage protection

Heritage report

Council engaged Extent Heritage Pty Ltd to conduct a heritage assessment, which identified the site's significance under:

- Criterion A Historical significance: The Furlan Club is of historical significance as a long-standing purpose-built Italian social club established by post-war migrants to Darebin. The site illustrates ways in which the local diasporic Italian community maintained their cultural heritage, social connections and identity.
- Criterion G Social significance: The Furlan Club is of social significance as a social club that has been in continual use by Darebin's Friulian and broader Italian community for over 40 years. This is shown in the scale and hall-style form of the multi-function building that demonstrates its use for social gatherings and traditional Furlan customs.

The report has also categorised those portions of the site in order of significance, see the map below, generally showing the later extensions as a lower level of significance (contributory).



Map – Showing significant, contributory and non-contributory elements of the site

Along with the Citation, Extent Heritage has provided an Incorporated Plan which outlines the site-specific exemptions, that will enable certain non-intrusive external works to be carried out to significant and contributory features without the need of a planning permit.

Planning scheme amendment process

A planning scheme amendment is a formal process set out under the *Planning and Environment* Act1987, takes approximately 18 months or longer to carry out, and includes:

- Preparation of heritage report and planning scheme amendment documentation (complete)
- **Council meeting** A Council Decision to seek authorisation to prepare and exhibit a planning scheme amendment to introduce a permanent heritage overlay.
- Authorisation by the Planning Minister to proceed to exhibition. Sometimes amendments can get held up at this stage by the Minister
- Public exhibition for a minimum of four weeks, during which period members of the community and affected parties can make submissions to Council.
- **Council meeting -** Consideration of submissions at a Council meeting, and referral of unresolved submissions to an independent Planning Panel.
- Independent Planning Panel, where third parties can present at a hearing and Council will receive a written report making recommendations.
- Council meeting Consideration of panel report and adoption of planning scheme amendment.
- Minister's decision to approve and gazette the amendment.

9.2 2 WINGROVE STREET MASTERPLAN - COMMUNITY

ENGAGEMENT PLAN

Author: Team Leader Leasing and Licensing

Reviewed By: Manager Assets & Capital

EXECUTIVE SUMMARY

At its meeting held on 3 March 2025, Council resolved to undertake community engagement in the form of a consultative process, during Stage One of the Masterplan process currently being undertaken in relation to the Council-owned property at 2 Wingrove Street, Alphington ('2 Wingrove Street')

This report seeks Council's approval of the proposed community engagement plan which has been prepared by Officers in light of Council's decision to proceed to community consultation in the 2024/2025 financial year.

A copy of the proposed community engagement plan ('CE Plan') is attached as **Attachment A**.

Following the previous Council decision on 16 December 2024, all items relating to short, mid and long-term use of 2 Wingrove Street, including those decisions at key stages of the work towards master planning and approval of the community engagement plan are to be reported to Council for decision.

Accordingly, Council approval is now sought for the CE Plan to allow the engagement process to commence.

In line with the resolution of 3 March 2025, Councillors will also be separately briefed on the creation of a Community Reference Group ('CRG').

Officers are currently working through considerations for Council in relation to the process for establishing the CRG including options for potential Terms of Reference for a group, appropriate structure, and possible criteria for membership, as well as the implications and costs to Council involved in the creation and facilitation of a CRG.

As the broader Community Engagement Plan needs to be implemented as soon as possible to fit within Stage One of the Masterplanning, approval is being sought on the proposed plan as a matter of priority, while preparation of the CRG briefing is still being undertaken concurrently.

Officer Recommendation

That Council:

- (1) Notes the importance of engaging with the community in relation to the current Masterplanning of the Council-owned property at 2 Wingrove Street, Alphington.
- (2) Approves the community engagement plan in its proposed form.
- (3) Authorises Officers to undertake engagement in accordance with the approved community engagement plan.

BACKGROUND / KEY INFORMATION

From the early 1900s to 2023, 2 Wingrove Street has been utilised as:

- Bluestone quarry
- Alphington tip (landfill)
- Northcote City Council works depot
- Darebin Enterprise Centre Ltd business incubator site (through a lease from Council)

The previous uses of the site have resulted in there being many site-specific considerations which must be taken into account when determining any potential future use of the property. These considerations have been the subject of previous Council reports, and include:

- Building conditions
- Soil and groundwater contamination
- Continual subsidence
- Planning controls

Council is currently in the process of developing a Masterplan for 2 Wingrove Street, to ensure that the property is best meeting its highest and best use (taking into account the site-specific considerations) and aligning with the needs of the community now and in the future.

Council is currently in Stage One of the Masterplan process for 2 Wingrove Street, which includes:

- A preliminary feasibility study detailing the site-specific considerations; and
- Preparing an Expression of Interest (EOI) process to identify if there is interest from a
 private sector or community sector to partner with Council to redevelop the site.

Consultative Engagement

At its 3 March meeting, Council resolved to proceed with the community consultation as part of Stage One of the Masterplan, in accordance with the proposed 'Option 1':

'Undertake community consultation in 2024/2025.

Council could conduct a consultation process to understand community aspirations for the site. The main consideration is that would not be possible to share full information with community on this timeline about any issues or constraints arising from the geotechnical and building condition feasibility studies in progress and nor would it be possible to share opportunities or considerations arising from whether or not there is an organisation keen to partner with Council. It is a short lead time for consultation which would constrain the ability to reach audiences.

The Council engagement team will be focused over this time on other scheduled work and therefore the consultation work would need to be outsourced to a consultant to deliver on this timeframe.

Generally, it would also be recommended that further consultation also be undertaken at a later stage of the project when constraints and opportunities can be shared with community –

if Council decided to do this, it would increase the total project consultation budget required overall. Estimated Budget \$40,000.'

Previous Council Resolution

At its meeting held on 3 March 2025, Council resolved:

'That Council:

- (1) Notes that stage one of work towards a Masterplan for 2 Wingrove Street Alphington ("the Project"), is in progress and includes a preliminary feasibility study on the condition of buildings on site, the geotechnical conditions on the site and work to run an Expression of Interest (EOI process).
- (2) Notes that the 2024/2025 operating budget currently does not include any allowance for community consultation for the Project.
- (3) Authorises Council Officers to proceed with Option 1 with respect to community consultation for the Project, and informs the community of the current project status, indicative timelines, upcoming milestones and future consultation rounds and authorises any additional expenditure associated with this.
- (4) Receives a briefing to consider the process, implications and the cost of Council creating a Community Reference Group with Terms of Reference that reflect community representation at all stages of the Master planning process, beginning with the feasibility study.'

At its meeting held on 16 December 2024, Council resolved:

'That Council:

- 1) Notes at the 27 May 2024 council meeting, council resolved to direct all future decisions relating to short, mid and long-term use of at 2 Wingrove Street Alphington be reported to Council meetings for decision rather than being made under delegation as follows:
 - a) Decisions relating to the future use of the site including establishment or conclusion of leases or licences.
 - b) Decisions at key stages of the work towards master planning including approval of the project plan (and scope), approval of the community engagement plan, receiving the feasibility study and decisions about outcome of any future EOI process.
 - c) For avoidance of doubt, other currently delegated functions relating to this site are unchanged
- 2) Resolves that for avoidance of doubt, only operational matters relating to this site are to remain within the CEO's delegated authority.
- 3) Receives a report at the 24 February 2025 council meeting to include broader community consultation as part of stage one of master planning for the site at 2 Wingrove St Alphington.'

At its special meeting on 17 June 2024, Council resolved:

'That Council:

1) Notes that an Expression of Interest campaign to licence the whole (or part of) Building 1D and the 'hothouse', located at 2 Wingrove Street, Alphington, was advertised on 24 April 2024.

- 2) Notes that the Expression of Interest campaign was advertised for a period of 4 weeks (closing 22 May 2024). The EOI has been broadly advertised through Council's website, business news publications, existing lease/licence holders, direct internal/external stakeholders, staff newsletters and Councillor bulletins.
- 3) Notes that Council received eight submissions in response to the EOI with one submission being withdrawn by the applicant during the evaluation process.
- 4) Notes that the seven submissions and evaluation has been included within this report.
- 5) Notes each applicant was thanked for their submission and in cases where further clarification was needed in order to assess submissions, an additional letter was sent seeking further information to support their application.
- 6) Notes that only one applicant was deemed compliant with the PUZ6 planning ordinance as an as of right use and that all other applicants will be required to apply and obtain a Planning Permit for their advised use and that any licence agreement will be subject to the applicant obtaining a Planning Permit.
- 7) Endorses that Council will waive any planning permit fee that is chargeable by Council to each of the applicants.
- 8) Endorses the recommended applicants in accordance with Appendix H EOI Recommended Endorsement, and that:
 - a) each applicant be offered a licence for use of the whole (or part of) Building 1D and the 'hothouse', located at 2 Wingrove Street, Alphington, in line with the recommendations in Appendix H;
 - b) the licence term does not exceed 4 years.
- 9) Delegates to the CEO (or their delegate) the authority to negotiate and execute licences with each of the endorsed applicants as required to implement Council's decision.
- 10) Notes that all applicants will be advised of this decision on the first working day after the decision, such as it relates to the outcome of their application.
- 11) Endorses that the names of any Applicants and the outcome of their respective EOI be shared publicly as soon as possible, if or when any of the following occurs:
 - a) The Applicant agrees that their information can be shared publicly, or
 - b) The Applicant publicly shares information about the outcome of their EOI application, or
 - c) During a related planning permit application by the Applicant, and at the point in time when information about the Applicant is required to be made public, or
 - d) When the Licence has been agreed and is in place.
- 12) Requests a report be presented to an ordinary Council meeting within 6 months on the outcome of negotiations including which licences offered have been established.'

At its meeting on 27 May 2024, Council resolved:

'That Council:

1) Directs that future decisions related to short, mid and long term use of at 2 Wingrove Street Alphington be reported to Council meetings for decision as follows:

- a) Decisions relating to the future use of the site including establishment of leases or licences.
- b) Decisions at key stages of the work towards master planning including approval of the project plan (and scope), approval of the community engagement plan, receiving the feasibility study and decisions about outcome of any future EOI process.
- c) For avoidance of doubt, other currently delegated functions relating to this site are unchanged.'

At its special meeting held on 25 January 2023, Council resolved in part:

'That Council:

Notes that Council does not have a master plan for the long-term use of this property and, in light of the end of the lease, that work will commence to develop a Master Plan for 2 Wingrove Street Alphington to determine the long-term future of the property with consideration to the 2041 Darebin Community Vision.

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

- 1.2 We will help to build an inclusive and empowered community, where social cohesion and community harmony are fostered
- 1.5 We will prioritise and respect the voices and aspirations of Traditional Owners and Aboriginal and Torres Strait Islander communities in Darebin
- 4.2 We will ensure our assets are optimised for the benefit of our community

DISCUSSION

The proposed CE Plan is attached for consideration, discussion and approval.

Under Council's Community Engagement Policy, a consultative approach to community engagement involves 'seeking community feedback on analysis, alternatives and proposed decisions.'

This approach has been adopted by Officers when preparing the CE Plan.

The CE Plan has been created clearly stating the scope of the engagement and the input sought from the community including negotiables and non-negotiables.

The CE Plan meets the minimum standards of engagement as set out in our Community Engagement Policy.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

Community consultation was not included in the 2024/2025 budget however, as part of the previous Council resolution, additional expenditure associated with the consultation process was authorised

A figure of \$40,000.00 was previously provided to Council as an estimate of the additional costs of undertaking community consultation in the current financial year, based on the need to engage an external consultant to undertake a large portion of the consultation process and reporting of results.

This estimate aligns with the figures provided in the CE Plan.

Community Engagement

The approval of the proposed community engagement approach is the subject of this report.

To ensure that Council is meeting its goals of being open and transparent, it is critical that the community is engaged with on key Council projects.

Where proposed approaches are provided in the CE Plan, reasoning and context is provided to support the recommended approach.

Other Principles for consideration

Overarching Governance Principles and Supporting Principles

- (d) the municipal community is to be engaged in strategic planning and strategic decision making:
- (i) the transparency of Council decisions, actions and information is to be ensured.

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;

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

Environmental considerations have not been taken into consideration within the specific context of the CE Plan.

There are environmental risks at this site that need ongoing management, and which will constrain the types of development and use that is possible at this site.

Council's Masterplan will need to set out Council's long-term vision and plan for the site in the context of these risks and the requirements arising from them.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

The CE Plan has been developed in accordance with the Community Engagement Policy.

The CE Plan offers a range of engagement methods and communication tactics to ensure that all community members have opportunities to contribute and benefit, no matter their preferences, abilities, cultures or where they live.

There are challenges with a short lead time in achieving high participation and deep reach with consultation. These are detailed further in the attached CE Plan.

Council's diversity team has been made advised of the Masterplan process and an Equity Impact Assessment will be developed for the overarching project.

Economic Development and Cultural Considerations

The community is being consulted on what it feels the appropriate uses for the site, and how those might fit into the local economy.

Operational Impacts

An external consultant will be engaged to undertake the majority of the consultation work proposed in the CE Plan.

This will mitigate the impact on other projects which had already been scheduled to be undertaken by Council's Property and Community Engagement teams.

Legal and Risk Implications

Council's primary risks for this project relate to establishing trust with community stakeholders and building support for Council's master-planning process and ultimately for the future vision at the site.

Proceeding to community engagement now reduces the risk that the community does not feel informed on the future of the site however, there is some risk in terms of not being able to set realistic expectations on the viable uses before consultation. To reduce this, it will be noted through all consultation correspondence that the results of the feasibility study may limit the actual viable uses.

Additionally, while the CE Plan is designed to engage in a way which is meaningful, due to the limited lead-in time there may be difficulties with reaching all relevant groups within the consultation window.

IMPLEMENTATION ACTIONS

May 2025 – Proceed to community engagement in accordance with the approved CE Plan

August 2025 – Report results of community engagement to Council

RELATED DOCUMENTS

Nil

Attachments

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.

Future Use of 2 Wingrove Street Alphington

Timeline of engagement project

	From	<u>To</u>
Council approval of plan – meeting date	28 April 2025	
Council briefing – Community Reference Group	Briefing date: 12 May 2025	
Delivery - Stage 1	14 May	15 June
Reporting	August 2025	

Budget, and Resources

Budget	\$40,000 \$35,000 consultant (running CE outreach engagement activities, data collection and analysis, report writing) \$5000 collateral
Resources	 External consultant to undertake engagement activities, data analysis and report writing. Interpreting and translation and transcreation in the top 12 languages for Darebin. Interpreter for face-to-face business/community groups engagement, if required. Printing (collateral, activity materials, consultation posters). Advertising and promotion – through A3 posters, letters, flyers, all with QR code connecting to YS page. Venue hire – for drop-in sessions and focus sessions, if applicable. Catering at drop-in sessions and/or focus sessions with the community and key stakeholders, if necessary. Council-specific platforms, e.g. on-hold messages, e-newsletters, staff-2-staff, social media channels.

Project background

Describe the project/issue/problem	The project focuses on the development of a masterplan for 2 Wingrove St, Alphington – to guide its future redevelopment. Currently the first stage of the project (known as the Feasibility Study) is in progress to identify and assess financial implications of site conditions/constraints. The Feasibility Study is expected to be completed by May/June 2025. This engagement seeks to understand community aspirations for the site to inform its future vision and masterplan.
What decision needs to be made?	We are going to ask the community for their thoughts and aspirations when it comes to the future redevelopment and use of 2 Wingrove Street, Alphington. We are seeking aspirations and community input about this site considering a number of key constraints that are outside council and community control but which will constrain what is possible in the site.

What is background to	The site is of high interest due to the following reasons:		
this issue?	High level of community, developer and investor interest		
tilis issue:			
	Community trust in Council regarding this property is low because difficult discount to page (Approximation issues at a) suggested in the council regarding the council regarding to the council regarding the cou		
	of difficult circumstances (contamination issues etc) surrounding		
	the transition of site management from the former tenant back to		
	Council, which caused mistrust, especially with the existing		
	occupants, and a sense of poor communication from Council		
	 Significant site constraints - contamination from a reasonably 		
	recently closed landfill and restrictive zoning, existing structures		
	some of which are closed and not currently suitable for use.		
	- all of which is to be tested under the Feasibility Study and which		
	limit what can be viably done on-site. This adds to the risk profile as		
	community aspirations may not be realised due to site constraints.		
Risk Level	□Low □Medium ⊠High		
	High risk level due to large reputational risk to Council. (Mitigation		
	technique: robust communication and stakeholder engagement		
	strategy required to manage expectations and risks).		
	Consultation being carried out prior to feasibility study so detailed		
	limitations of site is unknown. (Mitigation technique: general		
	information about the known constraints is shared as part of this		
	engagement, community to be brought on the journey as Council		
	progresses with its investigative work through regular updates,		
	project bulletins etc – as part of a robust communication and		
	consultation strategy).		
	Operating within a limited timeframe.		
	Community may have engagement fatigue, given we may		
	potentially be consulting twice (prior and following feasibility		
	studies). (<u>Mitigation techniqu</u> e: communication and stakeholder		
	engagement strategy to highlight this at the onset – that this is the		
	first of a series of engagements and that each engagement may		
	have a different purpose having regard to the project's timelines.		
Complexity	How complex is the project/issue/problem? A higher level of complexity may		
- Compression	necessitate a longer duration, enhanced communication and/or or a more		
	deliberative approach.		
	□Low ⊠Medium □High		
	Elow Michigh		
	Assessment, planning and development of a complex site like this		
	takes time and there are multiple steps. The process will not be		
	familiar to community members and assumptions about the		
	speed/progress/available budget could be unrealistic. It will be		
	important to build realistic understandings of what's possible, on what timeline and at what scale.		
	As the feasibility studies will conclude after this first round of		
	engagement, careful attention must be paid to ensure community		
	expectations are managed during the engagement period whilst the		
	redevelopment options are unknown.		
	 As noted, elevated risks and limited timeframe – report has gone to 		
	Council supporting external consultant.		

Engagement	Stage 1 engagement		
Objectives	2-11-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-		
	Inform the community of:		
	➤ What the broader masterplan project is about, its current		
	status, anticipated project timelines and future milestones anticipated to facilitate redevelopment of the subject site.		
	 the current feasibility study to understand the site constraints 		
	and any use, cost or timeline implications of these that will need		
	to be considered.		
	Council's intention to seek input from the community into the		
	development of the masterplan for the site throughout different stages of the development of the masterplan and via		
	various methods of engagement		
	 Consult/seek feedback from the community on ideas for possible 		
	development of the site.		
Level of Community	Negotiable (i.e. can be influenced by the community)		
Influence	Ideas for how the site could be developed in the future.		
	Non-negotiable (i.e. cannot be influenced by the community)		
	The former use of the site as a landfill and the need to ensure any		
	future uses are safe and effectively address any environmental		
	management issues.		
	2. The planning zone of the site (PUZ) which means that primarily uses		
	have to have a public benefit and while some commercial use is possible it should generally be 'ancilliary' to the primary public use.		
	3. The former use as a landfill means that some uses aren't possible – its		
	not suitable for housing or some other 'sensitive uses'		
	4. Council's general budget available for works – Council's budget is		
	generally tight and while it is subject to future decisions, over the next		
	10 years, funding for this site is more likely to be in the \$1-3M range		
	than the \$20-30M range considering the other priorities across the City. At this level, it would be important for Council to seek support from		
	other funders, leases or partners to undertake any major		
	redevelopment.		
Key questions	Questions for the community		
	What does 2 Wingrove mean to you? What is your connection to		
	the site?what does the future of 2 Wingrove Street look like to you?		
	Considering the local area and the constraints of the site, what do		
	you think would be a good use of this space?		
	What are your priorities for 2 Wingrove Street that Council should		
	consider?		
	Council has a tight budget considering all the various community		
	needs across Darebin and is interested in options to partner with other organisations or for uses that could generate revenue. Do		
	you have any ideas or suggestions about what sorts of uses could		
	help achieve this?		
	How would you like to be engaged in the future as Council		
	progresses with its investigative work and master planning?		

Item 9.2 Appendix A

Organisational support

Meeting minimum standards of engagement

- Ensure information about this project is presented in a clear, concise and accessible way.
- Translation and transcreation of a brief blurb about the project into top 12 languages for Darebin (Arabic, Mandarin, Greek, Hindi, Italian, Macedonian, Nepali, Punjabi, Somali, Spanish, Urdu and Vietnamese).
- Where required, provide interpreters for face-to-face business/community groups engagement.
- Adjust methodology of engagement to suit preferences of key stakeholders (Pop Ups, interviews, targeted engagement).
- Reach out to key Council Officers with relationships with underrepresented communities to seek their advice on contact details for some of these stakeholders and their engagement preferences.
- For engagement with Aboriginal and Torres Strait Islander groups familiarise and follow points included in Practical steps – engagement with Aboriginal People and communities document A7975255 and send an e-mail information the Aboriginal Partnership team about your intention to engage.
- possible meeting with Wurundjeri woi Wurrung in conjunction with the upcoming EoI process

Key messages (indicative)

We know there's been a lot of interest in the future of 2 Wingrove, and we want to make sure the community has a say in what happens next.

We want to know – what is your connection to 2 Wingrove? How do you use this space? Do you visit, run a business, socialise, or live close by?

What is your vision for 2 Wingrove?

Considering the local area and the constraints of the site, what do you think would be a good use of this space?

Do you have any ideas for how the site could generate revenue to benefit our diverse community?

We want to know your priorities for 2 Wingrove so we can shape a plan that best meets the community's needs.

While we welcome all suggestions from the community, any plans for 2 Wingrove will depend on the outcomes of a feasibility study assessing the site's suitability for proposed projects.

We would like you to be involved in what happens at 2 Wingrove as we decide on its future.

Find out more or have your say on the future of 2 Wingrove in your language from 14 May to 15 June at yoursay.darebin.vic.gov.au/2Wingrove

Item 9.2 Appendix A

Engagement Approach

External consultants	⊠Yes □No		
	If yes, note what activities they will be involved in.		
	Project management, outreach engagement activities, data analysis and reporting.		
Engagement Type	Consultative		
Engagement Level			
	Participation goal	Our promise to the community	
⊠ <u>Consult</u>	To seek community feedback on analysis, alternatives, and proposed decisions.	We will keep you informed, listen to and acknowledge concerns and aspiration s and provide feedback on how community input influenced the decision.	

Engagement Method	Target Stakeholders	Performance measure	Delivery
Pop-up sessions	The community at large using the Parkland and site	3 pop-up sessions	Consultant
Interviews (face to face)	Main stakeholders, including current occupants of the site, neighbouring community service providers, DCMC, local residents, interested community members	30 interviews	Consultant
Your Say page - To promote the project, online survey and engagement sessions.	The community at large using	500 visits	Council
Engagement tools	 Residential letter drop 200m Survey Social media posts Monthly on-hold 	100 surveys	Council
Advisory Panel discussion/s		7-10 Panel session/s attended	Council
Online session		1 session	Consultant +

Key Stakeholders

Stakeholder Group	Level of	Level of	Notes
	Impact	Interest	Known groups, data and insights
			etc.
Residents within a 200m-radius of	High	High	
area.			
Alphington Commons	Medium	High	Group made up of local
			organisations, existing tenants,
			residents – have previously
			expressed interest in involvement
Alphington Community Centre	Low	Medium	
Two local kindergartens	Low	Medium	
Friends of Darebin Creek	Low	Low	
Friends of Darebin Parklands	Medium	Medium	
Wider Darebin community	Medium	High	
Existing tenants	High	High	
Prospective development partners	High	High	
Visitors	Low	Medium	
Darebin Creek Management	Medium	High	
Committee			
2 Wingrove Street Community	High	High	Council to be briefed on further
Reference Group			details of a CRG in May
			CRG may be incorporated into later
			stages of Community Engagement
			based on report outcome and
			Stage One results

9.3 DECLARATION OF A SPECIAL CHARGE: SOLAR SAVER

ROUND 4.2 (BATCH 6)

Author: Principal Climate Officer

Reviewed By: General Manager City Sustainability and Strategy

EXECUTIVE SUMMARY

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 The Goods on residential properties participating in the Solar Saver program. No objections were received in response to the public notification process.

There are 36 installations enabled through this special charge declaration batch. The value of this proposed Special Charge declaration is \$304,924.26 excluding GST. This price is calculated pre-rebate, but after STC and VEECs claim and excl. GST. (The gross amount, pre-rebate, pre-STC, pre-VEECs and incl. GST is \$411,953.92). If all expected rebates are provided, the Special Charge amount will be \$246,754.26 excl. GST but inclusive of a 5% Administration Fee (after the Small Technology Certificate (STC) claim, Victoria Energy Efficiency Certificate VEEC and Solar Victoria rebate).

If supported, Council will pay the upfront cost for installation and supply of The Goods 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 and VEECs generated by The Goods. Most participants are eligible for State Government rebates, and this will reduce the upfront cost to Council and the amount charged to participants. The value of Solar Victoria rebates is estimated to be \$55,400.00 excluding GST.

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 The Goods on properties participating in the Solar Saver scheme, which:
 - Council considers there 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 \$304,924.26 excl. GST; and
- ii. Amount for the Special Charge to be levied is \$304,924.26 excl. GST, 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 Goods 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 \$304,924.26 (excluding GST but inclusive of a 5% Administration Fee) 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
- (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 The Goods being installed.
- (3) For the *purposes* of having determined the total amount of the Special Charge to be levied:
 - 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:

- 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 The Goods being installed at the property.
- d. 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 Goods.

BACKGROUND / KEY INFORMATION

The Solar Saver program is an action in the Council Plan 2021-25 and has been funded for delivery in the 2024-25 financial year.

Key aspects of the Solar Saver program include:

- Council undertakes procurement of good value of The Goods and installation with 10year warranties.
- Program participants register interest, receive quotes and the property owners sign an owner agreement.
- Council declares a Special Charge and pays the upfront cost of The Goods 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 sixth Special Charge to be declared for the Solar Saver program round 4.2.

Public Notice

On 26 March 2025 the CEO through its delegation authorised the intention to declare a Special Charge (**Appendix C**):

CEO Authorises, through its current instrument of delegation passed on 24 October 2022:

- (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 The Goods 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 CEO resolution is \$308,543.57 ex GST; and
 - ii. Amount for the Special Charge to be levied is \$308,543.57 ex GST (post STC, post VEECs, pre Solar Vic rebates), or such other amount as is lawfully levied as a consequence of this CEO 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 Goods 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 \$308,543.57 ex GST (including a 5% Administration Fee, post STC, post VEECs, pre Solar Vic rebates) 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) CEO will give public notice in The Age newspaper of Council's via authorisation of this report. Authorisation form has been included in this report as Appendix E.
- (5) Council will send separate letters, enclosing a copy of: authorisation form, Appendix E to this report; 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) CEO authorises the Manager Equity and Climate 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.

Previous Council Resolution

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

- (1) 'Awards the appointment of The Environment Shop Pty Ltd as the trustee for Environment Futures Trust, trading as EnviroGroup as supplier of contract no. CT20222 for the Darebin Solar Saver Program 2022 2025 for Supply Residential and non-residential systems: up to 100kW. The contract terms are to commence on 21 November 2022 and conclude on 30 June 2025 with the option to extend to 31 December 2025.
- (2) Awards the appointment of The Environment Shop Pty Ltd as the trustee for Environment Futures Trust, trading as EnviroGroup as supplier of contract no. CT20222 for the Darebin Solar Saver Program 2022 2025 for Supply Efficient Heating and Cooling systems: up to 10kW. The contract terms are to commence on 21 November 2022 and conclude on 30 June 2025 with the option to extend to 31 December 2025. This will be subject to a trial of 20 installations in 2022-2023.
- (3) Authorises the General Manager City Sustainability and Strategy to finalise and execute the supply contracts on behalf of Darebin Council, and all subsequent contracts associated with future implementation stages for supply residential and non-residential solar PV systems during the contract period.
- (4) Authorises the General Manager City Sustainability and Strategy to finalise and execute the supply contracts on behalf of Darebin Council, and all subsequent contracts associated with future implementation stages for supply efficient heating and cooling systems during the contract period.
- (5) Authorises the General Manager City Sustainability and Strategy to review and approve contract variation requirements within the scope of service provisions and

- subject to satisfactory performance reviews. This includes the 6 months price variation allowed in the contract.
- (6) Authorises the General Manager City Sustainability and Strategy to exercise options for extensions if and when required.'

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

- (1) '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 person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the 'Instrument of Delegation to the Chief Executive Officer (S5)' (Appendix B) subject to the conditions and limitations specified in that Instrument of Delegation.
 - b. 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 C) the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
 - c. Adopts and affix Council's Common Seal to the following Instruments of Delegation provided as attachments to this report:
 - i. Instrument of Delegation from Council to the CEO (S5) (Appendix B);
 - ii. Instrument of Delegation from Council to members of Council Staff (S6) (Appendix C);
 - d. That these instruments come into force immediately the Common Seal of Council is affixed to each instrument.'

At its meeting held on 24 June 2024, Council resolved in part to:

- Endorse the revised Solar Saver program (Special Charge) eligibility criteria for 2024-25.
- (2) Endorse increasing the financial cap per household from \$6,000 to \$10,000, and give households the option to make upfront payments on-top of the cap if they wish to install approved products that would exceed the \$10,000 cap.
- (3) Endorse making the following products available for Special Charge customers:
 - a. Solar panels
 - b. Split system air conditioning and heating
 - c. Hot water heat pump systems.
- (4) Endorse allowing former Darebin Solar Saver residential customers who have completely paid back their debt to Council to apply to participate in the special charge program again.
- (5) Endorse introducing a 5% processing fee for Special Charge customers, where customers pay a processing fee that is equal to 5% of the value of the product/s they are having installed through the Special Charge scheme.
- (6) Request that the final Climate Emergency Plan include options to support Darebin Households to electrify, including electrified transport options, with a focus on improving access to affordable clean energy and mobility for low income residents.

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 6 in round 4.2 of the Solar Saver program will see 237kW of solar powered generation and 8 energy efficient appliances. This will help avoid 393.1 tCO2 per year, which is equivalent of taking 146 cars off the road each year.
- The program will be helping:
 - 35 households with income under \$160,000.
 - 7 households with concession card.
 - 2 households with reliance on Commonwealth support.
 - 1 Aboriginal and Torres Strait Islander.
 - 1 household living with a disability.
 - 6 households meeting more than one of the eligibility criteria.

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 The Goods on properties as part of the Solar Saver program 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 governance 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 confidential **Appendix B**).

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 The Goods on properties to reduce energy costs and encourage and increase the use of renewable energy in Darebin.

B. <u>Ensure Coherence</u>

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

C. Calculate the Total Cost

The proposed installations include the following items:

- Assessment and administration costs
- Supply and installation of The Goods

For the purposes of section 163(1) of the Act, the total cost of the works is calculated at \$304.924.26 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 program are considered to receive special benefit from the proposed supply and installation of The Goods by means of:

- Reduced energy costs over the life of The Goods
- Ownership of The Goods 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**.

E. <u>Determine Properties to Include</u>

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 Goods 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:

$$TSB = TSB_{(in)} + TSB_{(out)}$$

- **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 Goods 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:

$$R = \frac{TSB_{(in)}}{TSB_{(in)} + TSB_{(out)} + TCB}$$
 Where:
$$TSB_{(in)} = \$304,924.26 \text{ for the residential batch;}$$

$$TSB_{(out)} = 0$$

$$TCB = 0$$

R = 1

I. Calculate the Maximum Total Levy

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

$S = R \times C$

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

Therefore S = 1 * \$304,924.26 = \$304,924.26

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 Goods 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 Local Government 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 \$304,924.26 (excluding GST, pre-rebate and post-STC and post-VEECs claim), for the supply and installation of The Goods on the residential properties listed in Appendix A.
- The gross amount, pre-rebate, pre-STC, pre-VEECs and incl. GST is \$411,953.92. If all expected rebates are provided, the Special Charge amount will be \$246,754.26 excl. GST (after the Small Technology Certificate (STC) and Victoria Energy Efficiency Certificate (VEEC) claim and Solar Victoria rebate).
- Council will pay upfront costs for installation and supply of The Goods 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 and VEECs generated by The Goods. The balance is repaid by beneficiaries of the Special Charge Scheme over 10 years. Most 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. It is estimated that the total upfront cost will be reduced by approximately \$55,400.00 excl GST after rebates are confirmed. Thus, Council will pay \$246,754.26 (post STC, post VEECs, post rebates, excl GST) if all rebates are approved.

• 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 Goods, listed in confidential Appendix B (and as adjusted above), by equal
 instalments apportioned over a 10-year period, commencing from October November
 2025.
- Council is expected to receive \$30,492.43 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 2024-2025 budget as an operating project.

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 CEO authorisation on the 26 March 2025.

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)

The current residential batch is expected to see the installation of 237kW of solar PV, 5 of hot water heat pumps and 3 of split systems for heating and cooling across 36 installations and an estimated equivalent annual greenhouse gas saving of 393.1 tCO2-e. This is equivalent to removing 146 cars off the road.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

This batch is made up exclusively of households meeting the eligibility criteria set up by Council. Most participants 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. The program will be helping:

- 35 households with income under \$160,000.
- 7 households with concession card.
- 2 households with reliance on Commonwealth support.
- 1 Aboriginal and Torres Strait Islander.
- 1 household living with a disability.
- 6 households meeting more than one of the eligibility criteria.

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

This Special Charge Batch can be delivered within program resources.

Legal and Risk Implications

A risk analysis has been undertaken for the program. The Goods installations are electrical and plumbing works and are required by law to be signed off by an authorised electrician and plumber through a certificate of electrical safety and other relevant documentation.

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 through these audits. Ten-year warranties are required on panels, inverters and installation.

IMPLEMENTATION ACTIONS

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

Independent auditors will be used to audit a random sample of the safe work procedures of the installations as they occur real time, as well as the electrical safety of the work and other relevant documentation, post-installation.

RELATED DOCUMENTS

- Local Government Act 1989 and 2020
- The Macquarie Special Rates and Charges Manual 2012

Attachments

- Solar Saver 4.2 Batch 6 list of addresses and cost to Council (Appendix A) 4
- CONFIDENTIAL Solar Saver 4.2 Batch 6 Property addresses, systems and prices (Appendix B) Enclosed under separate cover Confidential - enclosed under separate cover
- Authorisation form Intention to declare a special charge Solar Saver 4.2 Batch 6 SIGNED (**Appendix C**) 1

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.

INTENTION TO DECLARE A SPECIAL CHARGE

7 APRIL 2025

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 The Goods and installation costs and the owner has signed the Owner Agreement to have The Goods installed at their property. The Goods to be installed have been specified in each quote

FULL LIST OF ADDRESSES AND COSTS

Addresses

1/3 Mattea Court RESERVOIR VIC 3073

26 Stephen Street PRESTON VIC 3072

11 Aviary Grove THORNBURY VIC 3071

51A Beavers Road NORTHCOTE VIC 3070

90 Blake Street RESERVOIR VIC 3073

1 Ayr Street RESERVOIR VIC 3073

135 Beaconsfield Parade NORTHCOTE VIC 3070

65 St David Street THORNBURY VIC 3071

3/14 McColl Street RESERVOIR VIC 3073

16 Ash Street PRESTON VIC 3072

202 Miller Street PRESTON VIC 3072

1/6 Storey Road RESERVOIR VIC 3073

14 Henty Street RESERVOIR VIC 3073

39 Epstein Street RESERVOIR VIC 3073

2/7 Darebin Boulevard RESERVOIR VIC 3073

4/12 Sparks Avenue FAIRFIELD VIC 3078

2/774 Plenty Road RESERVOIR VIC 3073

3/63 Alston Street THORNBURY VIC 3071

139 Rossmoyne Street THORNBURY VIC 3071

10 Plant Street NORTHCOTE VIC 3070

123 Ernest Jones Drive MACLEOD VIC 3085

35 Ballantyne Street THORNBURY VIC 3071

2/118 Royal Parade RESERVOIR VIC 3073

26 Pickett Street RESERVOIR VIC 3073

43 Kinsale Street RESERVOIR VIC 3073

55 Bastings Street NORTHCOTE VIC 3070

2/74-76 Cramer Street PRESTON VIC 3072

300 Victoria Road THORNBURY VIC 3071

16 Eagle Avenue KINGSBURY VIC 3083

4/9 Bischoff Street PRESTON VIC 3072

83 Smith Street THORNBURY VIC 3071

2/5 Mais Street RESERVOIR VIC 3073

125A Ballantyne Street THORNBURY VIC 3071

25 Shiers Street ALPHINGTON VIC 3078

13/393 Gilbert Road PRESTON VIC 3072

1/7 Cleeland Street RESERVOIR VIC 3073



INTENTION TO DECLARE A SPECIAL CHARGE

7 APRIL 2025

Total cost to households (post STC, post VEECs, ex GST) and pre-Solar \$304,924.26		
Victoria rebates applied includes 5% administration fee		

SUMMARY

TOTAL kilowatts to be installed	237kW
Number of Solar PV installations	36
Number of Hot Water heat pumps	5
Number of Split Systems	3
Total number of households	36
TOTAL cost to households (exc GST, post STC, post VEECs, pre rebate)	\$304,924.26
Projected price of STCs to be claimed (inc GST)	\$70,290.00
Projected price of VEECs to be claimed (inc GST)	\$2,602.60
Projected rebates from Solar Victoria (exc GST)	\$ 55,400
Administration Fees (ex GST, post STC, post VEECs, pre-rebate)	\$ 14,520.20
Projected GROSS total cost to Council (inc GST, pre- STCs, pre- VEECs and pre- rebates) including 5% administration fee	\$411,953.92
Projected final cost of works to council (exc GST, post STCs, post VEECs, post Solar Victoria rebates) including 5% administration fee	\$246,754.26



INTENTION TO DECLARE A SPECIAL CHARGE

26 MARCH 2025

Appendix E

Authorisation form: INTENTION TO DECLARE A SPECIAL CHARGE - SOLAR SAVER (4.2 BATCH 6)

CEO Authorises, through its current instrument of delegation passed on 24 October 2022:

- (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:
 - 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 The Goods on residential properties participating in the Solar Saver scheme, which:
 - 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:
 - Cost of performing the function described in paragraph 1(b) of this CEO resolution is \$308,543.57 ex GST; and
 - ii. Amount for the Special Charge to be levied is \$308,543.57 ex GST (post STC, post VEECs, pre Solar Vic rebates), or such other amount as is lawfully levied as a consequence of this CEO 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 Goods 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 \$308,543.57 ex GST (including a 5% Administration Fee, post STC, post VEECs, pre Solar Vic rebates) 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

INTENTION TO DECLARE A SPECIAL CHARGE

26 MARCH 2025

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:
 - 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) CEO will give public notice in The Age newspaper of Council's via authorisation of this report. Authorisation form has been included in this report as **Appendix E**.
- (5) Council will send separate letters, enclosing a copy of: authorisation form, Appendix E to this report; 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) CEO authorises the Manager Equity and Climate 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.

CEO: Michael Tudball

Approved	Not approved
Caronel	
Date: 26 March 2025	Date:

9.4 2023-24 ANNUAL OUTCOMES REPORT - LEISURE

CONTRACTS

Author: Leisure Contracts Coordinator

Reviewed By: General Manager Community

EXECUTIVE SUMMARY

When Council awarded the following management and operations contracts to Clublinks, annual reporting of key performance indicators (KPIs) and performance outcomes to Council was included as an expectation:

 Narrandjeri Stadium and Darebin Community Sports Stadium [CT2021163 – 22 November 2021]

- Bundoora Park Public Golf Course [CT2021156 26 April 2022]
- Northcote Public Golf Course [CT202243 14 November 2022]
- Northcote Aquatic and Recreation Centre [CT202249 20 March 2023]

An annual report detailing achievements, performance and financial results for each contracted facility are attached to this report (**Appendix A**). All five contracted facilities are showing positive improvements to performance, including participation, attendance, financial results and diversity of programs and events offered.

Profit-share arrangements for 2023-24 are contributing positively to Council's financial performance:

- Northcote Aguatic and Recreation Centre \$1,520,394 excl GST
- Northcote Public Golf Course \$30,028 excl GST
- Bundoora Park Public Golf Course \$41,785 excl GST

Officer Recommendation

That Council notes the 2023-24 Annual Outcomes Report – Leisure Contracts.

BACKGROUND / KEY INFORMATION

Clublinks vision for their Darebin operated facilities is: 'To create more inclusive and sustainable environments that enable our diverse community to improve physical and mental wellbeing through increased participation in healthy, active lives.'

They aim to achieve the vision through the following objectives:

- To provide the community with leisure, sport, aquatic and health facilities that are inclusive, accessible, affordable, safe and of a high quality.
- To maximise participation, sustainability, and exceptional customer service.
- To improve the health and wellbeing outcomes of our community.

During the contract establishment phase, a strategic plan is developed by Clublinks in consultation with Council officers to determine the vision for the facilities and identify goals and objectives to successfully achieve this. Each year, Clublinks provides an annual business plan to bring these aspirations to life; the annual report measures and reports on the outcomes against the business plan targets.

Council's management and operations contracts with Clublinks include a range of KPIs focused on:

- Participation
- Sustainability (environmental, financial)
- Equity, access and inclusion
- Social outcomes including health and wellbeing

Following the establishment of local partnerships and relationships within the first year of their contracts, Clublinks have continued this through 2023-24, creating more opportunities to develop programs and ancillary activities, leading to increased participation.

Previous Council Resolution

At its meeting held on 26 February 2024, Council resolved:

'That Council notes the Darebin Leisure Contracts 2022-23 Outcomes Report.'

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

2.1 We will deliver equitable and accessible infrastructure to provide opportunities for our community to live well

DISCUSSION

Narrandjeri Stadium and Darebin Community Sports Stadium (DCSS)

Narrandjeri Stadium and DCSS delivered a range of programs and activities targeting sporting groups and clubs, partnerships and competitions and activated the facilities with additional activities such as Reformer Pilates, GymbaROO, one-off social events and by participating in Council's free 'Get Active in Darebin' program which encourages communities at risk of exclusion to be more active and try new activities.

While Narrandjeri Stadium and DCSS fell marginally short of their budgeted income targets, lower than expected expenditure led to both facilities returning a positive net result when compared to budget. There was a significant increase in income for both facilities when compared with the 2022-23 financial year, with Narrandjeri Stadium achieving a 43% increase and DCSS rising by 28%, highlighting the significant efforts of Clublinks to increase and promote activities at both facilities.

To support Council's focus on access, inclusion and diversity, Clublinks engaged with groups such as VACSAL, Indigenous Basketball Australia, Queer Sporting Alliance (QSA), Koorie Academy, Pride in Sport, Basketball Victoria, Netball Victoria, Pickleball Victoria, Darebin Netball Association and Darebin Basketball Association to provide sporting and educational opportunities. Events targeted at specific cohorts were delivered at both facilities:

Targeted cohort	Narrandjeri Stadium	DCSS
Female	 Women's Health Week Ladies Social Tennis AFL junior testing combine Women's World Cup events 	
Aboriginal & Torres Strait Islanders		VASCAL Carnival
All abilities	Red Dust Heelers – wheelchair basketball	Junior Wheelchair Rugby Program
LGBTIQA+	 Q League QSA tournament Women's Health Week	
Children	 Children's week – table tennis, pickleball, engaging water watchers Christmas movie night School holiday programs & camps 	 Children's Week - pickleball All For Kids Market x 2
Youth	 Eltham Dandenong & Nunawading Junior Basketball tournaments AFL junior testing combine Brian Goorjian Basketball Camp Women's World Cup events 	
Seniors	 Get Active – badminton, table tennis, indoor cricket, cardio tennis, indoor walking Seniors Month: Knit & Natter Golden Oldies & Happy Group 	Get Active – pickleball
Culturally and linguistically diverse background (CALD)	 Hosting of the Ramadan Community Group Providing a Job Skills training seminar for CALD community members International Education Organisation support to CALD 	 Super Sports Bowl 6- week program with St Mark's Coptic Orthodox Church Indian cultural event Garbha event as part of Navratri Festival

Bundoora Park (BPPGC) and Northcote Public (NPGC) Golf Courses

Clublinks commenced operations at BPPGC in July 2022 and NPGC in January 2023. The courses attract different participant groups with BPPGC offering more traditional programming for golfers, while NPGC is attracting participants more interested in the social aspects of golf such as footgolf and social events.

Both golf courses have performed more strongly than anticipated in both the financial and participation elements, noting participation targets for NPGC are extrapolated from 6 months of operation in 2022-23. These positive results follow on from 2022-23. For 2023-24, these profit share arrangements will contribute \$30,028 excl GST from NPGC and \$41,785 excl GST for BPPGC.

Clublinks have worked closely with user groups and community partners to deliver programs and services to address Council's priorities, introducing initiatives to encourage participation and support positive customer experiences at both courses. To support Council's focus on access, inclusion, and diversity, Clublinks delivered events targeted at specific cohorts at both courses:

Targeted participation	BPPGC	NPGC
Female	This Girl Can week Come 'n' Try colf clinic	Ladies clinics Waller on Waller and American
	Try golf clinic Wellness Wednesday	Wellness Wednesday
All abilities	• Weiliess Wednesday	Rock the Spectrum
LGBTIQA+	IDAHOBIT Day	Social Rainbow Golf
Children	US Kids Golf Foundation tournaments	School Holliday program
Youth	 Junior Clinics & Come 'n' Try days Golf Australia school excursion clinic 	School incursion program
New to golf	 Aboriginal Men's Golf Program Adult Beginner Clinics Private Lessons Family Come 'n' Try day 	Ladies clinics
Non-golfers	 Christmas Family Day Easter Scavenger Hunt Bootcamp Flu Vax Blood Pressure Monitor 	 Movie event Christmas event Easter Scavenger Hunt Winter Wonderland Decorate & Sip
Culturally and linguistically diverse background (CALD)	Hosting of Greek social group	

In June 2024, following a contract review by officers, Council's Chief Executive Officer exercised the first contract extension option of two (2) years for CT2021156 Management and Operations of Bundoora Park Golf Course from 1 July 2024 to 30 June 2026.

Northcote Aquatic and Recreation Centre (NARC)

The redeveloped NARC officially opened its doors on Monday 13 November 2023. Over the first seven and a half months of operations, significant milestones were achieved: attendances almost doubled targets and memberships were more than 50% above monthly targets. As a result, in accordance with the contracted profit share arrangements, NARC is contributing \$1,520,394 excl GST in additional revenue.

The opening of the redeveloped Northcote Aquatic and Recreation Centre (NARC) was a particular highlight, bringing to life a modern, purpose-built leisure facility with and for the Darebin community. NARC and Clublinks won the 2024 Aquatic and Recreation Victoria Sustainability Award as well as the Inclusive Sport, Recreation or Open Infrastructure Award at the 2024 Disability Sport and Recreation Awards. Clublinks also achieved Gold status in Life Saving Victoria's Platinum Pool Program for NARC which reflects the highest standard in safety and risk management.

Clublinks have introduced measurement using the Social Value Model which monitors onpremise member activity over time. The model establishes the relative health, education productivity and drowning prevention community savings through continued engagement across 10 health indicators which translates to quantifiable social impact within a community:

- Acute mental health, improved productivity, improved education
- Chronic dementia, bowel cancer, breast cancer, heart disease, type 2 diabetes, health system savings
- Learn to Swim risk of drowning

In 2023-24, \$9.4M in community savings were generated by NARC.

Clublinks has focused on community programming to enhance the social, physical and mental wellbeing of our community; some of these programs include Bright Babes, member thankyou days and Diabetes Life Program.

Relationship and partnership development with local groups, sports clubs, health providers and businesses has also been a key objective for Clublinks. These include: Northcote Swim Club, Northcote Water Polo Club, Northcote Junior Football Club, Northcote Tennis Coaching, Northcote Scouts, Darebin Falcons women's sports club, Northern Bullants Football Club, Queer Sporting Alliance, Perform Physio, maternal & child health services, The Bridge Darebin and Novatel Preston.

Clublinks have worked closely with user groups and community partners to deliver programs and services to address Council's priorities, introducing the following initiatives to encourage participation and support positive customer experiences at NARC:

Targeted participation	NARC	
Aboriginal & Torres Strait Islander	Be Deadly Jobs Fair	
	Aboriginal Employment Network	
LGBTIQA+	Club Take Over – Queer Sporting Alliance	
	LGBTIQA+ Diversity Panel	
Children	School Take Over – Holy Spirit and Clifton Street Primary Schools	
	School Swimming Lessons	
	Bridge Darebin Open Childcare	

	Bright Babes
	Parents and Bubs Classes
Youth	Club Take Over – Northcote Junior Football Club
	School Take Over – Croxton School
	School Carnivals
Culturally and linguistically diverse background	Swim Safe
(CALD)	Adult Squad – Stroke Development
	Adult swim lessons
	Glenroy Private School Swim Carnival

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

Financial information is discussed above and provided in **Appendix A**.

Community Engagement

Clublinks has worked closely with Council's Communications Team to promote activities through dedicated websites, social media and other marketing materials.

Clublinks has also engaged with local groups and communities to activate these facilities to support Council's priorities and achieve strategic plan targets.

Examples of these are included in **Appendix A**.

Overarching Governance Principles and Supporting Principles

(b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;

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

(a) an integrated approach to planning, monitoring and performance reporting is to be adopted;

Service Performance Principles

- (a) services should be provided in an equitable manner and be responsive to the diverse needs of the municipal community;
- (b) services should be accessible to the members of the municipal community for whom the services are intended;
- (c) quality and costs standards for services set by the Council should provide good value to the municipal community;
- (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)

Clublinks implemented environment initiatives across the five facilities:

- Keep cups for sale, with a 10% discount on hot drinks if using a reusable cup.
- Biodegradable cups used at all facilities to reduce plastic pollution and carbon footprint.
- Soft plastics/batteries and small electrical goods disposal at NARC.
- Reusable birthday party bags which can be used as pencil cases provided at NARC and Narrandjeri Stadium.
- Biodegradable single-use gym towels.
- Secondhand golf clubs for sale at both golf courses.
- Electric golf carts for hire at both golf courses.
- Golf ball recycling program, with secondhand balls for sale at BPPGC.
- Online booking systems at all facilities.
- Game On Recycling, a national recycling scheme for sports equipment, used at Narrandjeri Stadium to reduce equipment going to landfill.
- Upkeep of Sustainability Garden at DCSS.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

Equity, inclusion and wellbeing considerations were embedded in the contract specifications, operationalised through KPIs and monitored via contract management activities. Clublinks have targeted programs for specific cohorts to encourage participation with an equity and inclusion lens. Achievements and KPIs are discussed above and provided in **Appendix A**.

Key highlights include:

- More than 50% of all participants at Narrandieri Stadium are female.
- Health systems savings (avoided health care payments) total over \$5.4M in health and wellbeing benefits (based on the Marsden Report methodology).
- Narrandjeri Stadium is a Darebin Community Shower Program provider for rough sleepers and those experiencing homelessness.
- DCSS hosted the VASCAL 3x3 basketball tournament for Aboriginal and/or Torres Strait Islander community.
- Get Active in Darebin programs hosted at all facilities in partnership with Council.
- Continuation of the Q League in conjunction with the Queer Sporting Alliance and hosting of the QSA tournament at Narrandjeri Stadium.

Economic Development and Cultural Considerations

Clublinks established local partnerships to promote the local economy:

- Coffee Mio (Thornbury) is used across all five facilities.
- Moon Dog Brewery (Preston) and Tallboy & Moose supply beverages at both golf courses.
- Bundoora Park Farm Café supplies event catering and pre-made sandwiches for BPPGC.

- Meet me @ Eds pies (Thornbury) are available at Narrandjeri Stadium.
- Biviano Fruit and Butchery supplies consumables for the NARC Café.

Operational Impacts

Clublinks have established strong relationships across Council to support operations across the five facilities. This has contributed to a decrease in negative customer feedback and improved asset management activities.

Legal and Risk Implications

Legal advice has been sought throughout the year to support contract management activities.

IMPLEMENTATION ACTIONS

Clublinks will continue to focus on delivering services at these facilities to achieve the agreed KPIs and strategic plans, including an increased focus on community activities and employment to support diversity for our CALD and Aboriginal and Torres Strait Islander communities.

RELATED DOCUMENTS

Attachments

• 2023-24 Darebin Leisure Contracts Annual Report (Appendix A) 4 🖺

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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Introduction

What a year 2023/24 was throughout the Darebin Leisure venues. The year was one of incredible result across the five venues managed by Clublinks. In a tremendous 12 months of operations, all venue experienced record-breaking participation, attendances and financial outcomes. Collectively, the for established venues (Narrandjeri Stadium, Darebin Stadium, Bundoora and Northcote Golf) increase participation by over 60,000 visitations and revenue by \$1.1m when compared to 2022/23.

In working alongside the City of Darebin, we have been able to provide unique opportunities for so man people of the Darebin community to come together and focus on their health and wellbeing delivered i non-intimidating, welcoming places. We have encouraged first time users to venues who have accessed th venues for traditional core sports, recreational programs and events.

The five venues now employ close to 350 staff, with over 70% of staff either living or studying in Darebir making our workforce local and connected to the venues. Our local impact extends further through wit the local economic benefit delivered via partnerships with several Darebin businesses.

In its second year of operating, Narrandjeri Stadium increased year on year participation by 24% fror 153,417 attendances in 2022/23 to 191,232 in 2023/24. More importantly, female participation grew b 16,000 attendances at Narrandjeri as a continued focus in building sport opportunities for females in Darebi becomes reality.

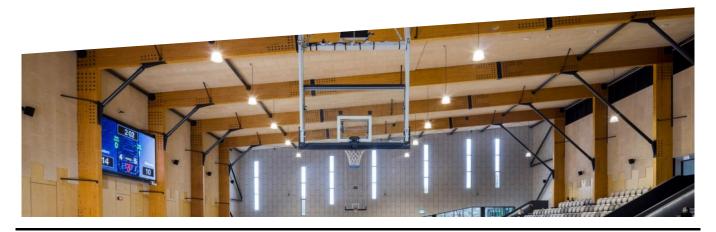
Although an older venue than Narrandjeri, Darebin Community Sports Stadium (DCSS) remains a vital par of the community, with growing attendance figures reflecting its ability to meet the recreational an sporting needs of the Darebin community. The continual introduction of new and emerging sports at bot stadium venues has been a success, together with diverse use and activations of the sites

In only eight months of operation in the 2023/24-year, Northcote Aquatic & Recreation Centre (NARC) ha now become one of the largest Community Recreation Centre's in Australia. With over 8,000 members an 700k visitations, the venues have been more than embraced by the Darebin community. Council's \$63r investment has seen immediate returns, with \$9.4m generated in social value and \$3.1m already saved i avoided health care costs to the Darebin community to June 2024. The venue has been recognized for it work in environmental sustainability by being awarded the Aquatic Recreation Victoria Sustainability Awar for 2024, as well as numerous industry design awards.

The two Golf venues (Bundoora and Northcote) saw exceptional growth in attendances and financia outcomes. Both venues have seen substantial growth which has resonated with the community and the wa Clublinks deliver golf. We have focused on breaking down barriers to entry of the sport for in particula female and underrepresented groups in Darebin. Our focus on using the venues beyond golf is als attracting residents to the venues for the first time through initiatives such as community events, musi days and kid's activities.

Enjoy the read and successes achieved in 2023/24.

Troy Walker Group Manager - Darebin Venues



2022/23 Highlights

QSA Basketball Tournament - Narrandjeri

Queer Sporting Alliance (QSA) hosted their first Basketball Tournament at Narrandjeri Stadium this year. 200 participants took part in the tournament with an additional 90 spectators. This tournament strengthened the already great partnership Clublinks has with QSA since Narrandjeri's opening. The tournament is already booked in to return in 2025.

Red Dust Heelers - Narrandjeri

Red Dust Heelers (RDH) are the disability inclusion arm of Outback Academy Australia. Narrandjeri Stadium had the privilege of hosting the team for training and multiple games as part of the Wheelchair Basketball Australia National League. RDH are advocates for greater inclusion in sport as well as all areas of life, including business, education and employment.

Bridge Darebin Childcare at NARC

Clublinks partnered with local not for profit Bridge Darebin to provide registered Childcare to the community at NARC from April. Parents and caregivers now have the service available and are provided with the opportunity to exercise while knowing their children are being cared for by trained, qualified professionals within Bridge Darebin.

Local employment growth

With Clublinks commitment to local employment and engagement of all sectors of the community, in 2023/24 we continued to develop opportunities for new staff to be involved in the leisure venues by attending community employment expos - Be Deadly Jobs Fair, Aboriginal Employment Network, Northern Regions Employment Expo and the LGBTIQA+ Diversity Panel. Currently, over 70% of the venues workforce are Darebin locals.

NARC Opens with a bang!

On November 12th 2023, the NARC open day was held, showcasing the venue for the first time to the Darebin community. In attendance was over 4,000 people, who enjoyed a variety of games, activities, demonstrations on the day, together with a guest appearance from Olympic champion swimmer Mack Horton. The venue opened to the public for the first time the following day, November 13th.

1,000,000 Balls Hit at Bundoora Driving Range

Clublinks focus on growing Bundoora golf participation hit record levels in 2023/24. The driving range has had a number of enhancements including ball tracing technology and cosmetic improvements. These improvements culminated with over 1 million balls being hit on the range in 2023/24, a strong increase from 671,00 in the previous year.

Pickleball Competition - Narrandjeri

With our intent to continue to introduce emerging sports at Narrandjeri Stadium, this year saw the commencement of a Pickleball Competition and the establishment of the Narrandjeri Pickleball Club. Over 100 local players are now regular Pickleball participants at Narrandjeri.

Alternative Events - Darebin Stadium

Over two weekends nearly 3,500 people attended Darebin Community Sports Stadium (DCSS) for the Melbourne Collectors Market events. The first being an all for kids buy and swap event and the second being a comic and collectors focus. These events displayed DCSS's flexibility in its offering to be more than just a sports stadium, the organisers praised the venue for the smoothly run events and have booked in future events for 2024.

Trackman Technology - Bundoora Golf

In July 2023, the Bundoora Golf Driving Range was taken to a new level with the introduction of innovative TrackMan Range technology. TrackMan Range is an advanced ball tracking solution. Tackman has reshaped the way golf is practiced and played at Bundoora by providing insights and improvement opportunities for golfers of all levels, and subsequently increasing use of the range.

My Golf Junior Golf Program - Northcote

MyGolf is Australia's junior golf program, providing lessons for beginners with a focus on games-based activities and fun, supported by Golf Australia and the PGA of Australia. The programs' philosophy is based around fun, life skills, games and simplicity. In 18 months, the Darebin Golf School has made some incredible inroads into junior programming. In an amazing result,, Northcote Public Golf Course was the number 1 MyGolf public golf course facility centre in Victoria with 845 registrations.

Northcote Golf - Venue Activations

Northcote Golf Course hosted various non golf related events in 2023/24 including the "Sounds of Spring" day, a Children's Week scavenger hunt, a Winter Wonderland craft event and Christmas event. Further to this, the course also supported Men's Health Week with a talk on health and free check-ups conducted. These activations further attracted non-golf related visitations to the venue.

Business Improvements

Continual improvements have occurred through all venues in 2023/24 including technology via apps, online bookings, together with the introduction of new products, programs, social media content development, equipment purchases and food and beverage offerings.

Narrandjeri Stadium & Darebin Community Sports Stadium

	Total Attendances through the venues	
Narrandjeri Stadium Darebin Community Sports Stadiu		Darebin Community Sports Stadium
2023/24	191,232 (24% growth)	141,316 (2% growth)
2022/23	153,417	138,291

Attendances

Attendance through the doors (participants, and non-participants) at Narrandjeri Stadium increased by 24%, whil Darebin Community Sports Stadium saw a 2% rise from 2022/23. Programs expanded to include diverse offerings suc as Pickleball, wheelchair sports, social sessions, and older adult fitness classes. Our focus on female participation an inclusivity within the diverse Darebin community was evident in the successful launch of Reformer Pilates, and th growth of Pickleball, and continued engagement with wheelchair sports. The Darebin Netball Association and Darebi Basketball Associations have seen substantial growth since the opening of Narrandjeri Stadium, with participatio numbers soaring and community involvement deepening.

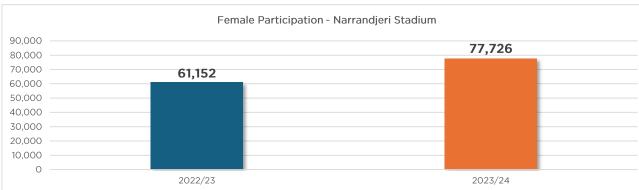
Female & Community Participation

Female participation at Narrandjeri Stadium has seen remarkable year-on-year growth compared to the first full year of operations, growing from 61,152 to 77,726 female participants, a 27% increase and 51% of all participants. Over the past year, we have expanded our program offerings (from core sports) to specifically encourage female involvement with initiatives such as This Girl Can, International Women's Day events, FIFA Women's World Cup viewing session and the highly attended Reformer Pilates sessions.

Clublinks led engagement with groups such as Indigenous Basketball Australia, Queer Sporting Alliance, Koori Academy, Pride in Sport, Multicultural Volleyball Cup, Basketball Victoria, Netball Victoria and other local organisation which played a pivotal role in fostering an inclusive and diverse sporting environment at both Narrandjeri Stadium an Darebin Community Sports Stadium (DCSS) in 2023/24.





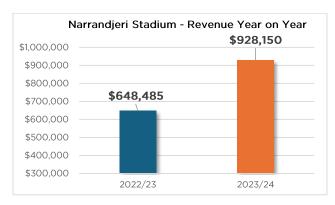


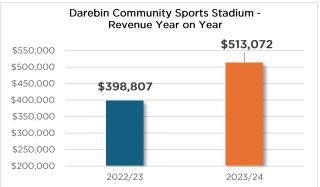
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Finances

Narrandjeri Stadium achieved a total income of \$928,150 which was a \$279,665 (43%) increase compared to last financial year. This significant increase in income can be attributed to the areas of court hire, food & beverage, room hire, sports and special programs and tennis court hire. With income increasing by 43%, efficiencies were created that expenses only increased by 23.5%. Darebin Community Sports Stadium achieved a total income of \$513,072 which was a \$114,265 (28.6%) increase compared to the year prior. This increase can primarily be attributed to an increase in court hire from sport and non-sport usage and associated food & beverage growth.







Narrandjeri Stadium	Actual	Budget	Variance
Income	\$928,150	\$930,633	(\$2,483)
Expense	\$894,165	\$902,390	\$8,225
Net Result	\$33,985	\$28,243	\$5,742

Darebin Community Sports Stadium (DCSS)	Actual	Budget	Variance
Income	\$513,072	\$534,718	(\$21,646)
Expense	\$640,935	\$664,743	\$23,808
Net Result	(\$127,863)	(\$130,025)	\$2,162



Customer Feedback

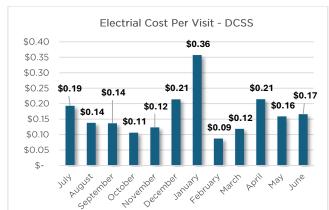
Customer experience at both venues continues to be strong, as we focus on a service level beyond a typical sports stadium, with the intention to create memorable experiences. Satisfied feedback included Events, Customer Service, Programs, Venues and cleanliness while negative feedback focused on venue temperatures (DCSS), facilities condition (DCSS), and court availability.

	Narrandjeri Stadium	Darebin Community Sports Stadium
Highly Satisfied	61%	75%
Satisfied	33%	17%
Not Satisfied	6%	8%



Environment

Electricity consumption is tracked against usage at the stadium venues to monitor usage and demands at peak and of peak periods of the year to ensure energy is not being wasted.







Non- Traditional use of the Darebin Community Stadium such as for Markets has seen higher visitations recorded

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Marketing

Narrandjeri Stadium and Darebin Community Sports Stadiums undertook a wide variety of advertising and promotion focused on programming during peak/off-peak times, school holidays and children's programs, and other ke campaigns, events and programming throughout 2023/24.





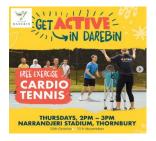




































Health System Savings

Based on research, Health System savings (avoided health care benefits) are calculated at \$4 for every hour of recreational activity. All participation at Narrandjeri and Darebin Stadiums represents 1 hour of activity. Health System Savings in 2023/24 across the two sports stadiums totalled over \$1 million (\$1,063,348) in 12 months.







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Northcote Aquatic & Recreation Centre (NARC)



Total Attendances through the venue	
Northcote Aquatic & Recreation Centre	
Actual Attendances (Nov-June)	778,380 (31% growth)
Target Attendances 592,899	

Attendances

NARC's opening in November 2023, saw the venue quickly become a popular destination for Darebin locals and visitors alike. This overwhelming response to the redeveloped site, brought high attendances, with programming and services expanded rapidly in order to cope with the demand. As the weather became warmer post the November opening, visitations to NARC increased substantially. Over 216,000 visits were recorded in the three-month period of summer December, January and February alone. The total visitations from November '23 to June '24 was 778,380, surpassing the forecast of 592,899 in only seven months of operation. Such was the demand and usage, on some summer's days, the venue reached capacity levels. In the seven months, Aquatic member visits were the highest area of patronage (183k) followed by member gym visits (169k) and Aquatic Casual Visits (151k) and Group Fitness visits b members (144k).

Female & Community Participation

Participation levels at NARC for Females in 2023/24 was 55% of all attendances. Female participation was at its highes through accessing over 300 weekly Group Fitness classes, together with Aquatic/Lap Swimming participation an Health Club access.

Programs were offered throughout the initial seven months for all segments of the Darebin community at NAR including CALD communities, LGBTIQ+, Aboriginal and Torres Strait Islander peoples and people with a disability Clublinks commenced the Bright Parents and Bubs Classes, which consisted of free aquatic education and wate familiarization classes for the Darebin community – this service ensured that all babies and parents/guardians had equal opportunity to be safe around the water and drowning prevention. In April 2024, the venue ran a free indigenous bab aquatic classes, together with a bootcamp for anyone in the community to participate. Both programs were run i conjunction with Darebin Council, focusing on community accessibility to the venue. The venue has partnered with QS. (Queer Sporting Alliance) to support safe aquatic access to their community. A mentor support program was delivere for people with Down Syndrome, with participants and their mentors using the gym to engage in weekly social an physical activities.

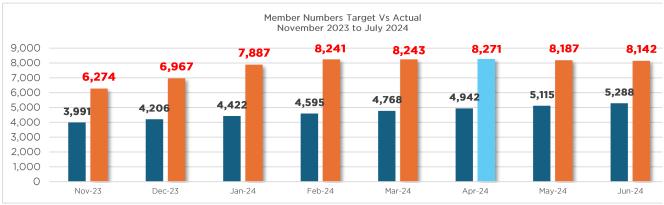


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Memberships

Membership levels at NARC exceeded all expectations in 2023/24. From the pre-opening phase to the venue opening, memberships numbers have remained high, with retention of members remining strong and acquisition continuing. As detailed in the table below, membership levels hit a record of 8,271 as at the end of April. In a break from traditional membership models where people purchased full access membership and may not have used all services, the Zone membership model provided the community to select what services they wanted to use and pay for these services only. Note: NARC membership currently sits at 9,000





Finances



Clublinks has delivered a phenomenal result to budget in th initial 7 months of operations at the venue. A net result abov budget of \$1.9m is almost unmatched in recreation venu management nationally. The main income driving area recorded superior results to budget, including Membership Recreational (Casual swimming) Spa and Sauna, Café, Learn t Swim. The strong income result set the foundation for th positive result. The higher income required additional costs an resources such as wages, cost of goods for Café (and Retail),

NARC	Actual	Budget	Variance
Income	\$8,540,341	\$6,456,717	\$2,083,624
Expense	\$7,909,587	\$7,726,455	\$(183,132)
Net Result	\$630,754	\$(1,269,738)	\$1,900,492

Customer Feedback

A substantial amount of feedback was provided through a number of formats from the community during the initial eight months of operations. Positive feedback came from the facility design, staff service levels, bookings systems while not satisfied feedback included topics mostly related with how busy the venue is including Classes access an availability, cleanliness and the lack of car parking

	Northcote Aquatic & Recreation Centre
Highly Satisfied	46%
Satisfied	18%
Not Satisfied	35%



Environment

Water is a significant operational cost for the venue, by understanding usage patterns, this assists in identifyin opportunities to reduce water consumption. Tracking water usage against visitations allows us to monitor th environmental impact and implement conservation strategies, such as recycling water or using water-efficier technologies throughout NARC





Marketing

NARC undertook a substantial amount of advertising and promotions throughout the 2023/24 financial year with th pre-sales and lead up to opening, including membership offers, pop-ups and activations. Followed by exciting pos opening announcements, events, and programming expansions after the doors officially opened and attendances grev

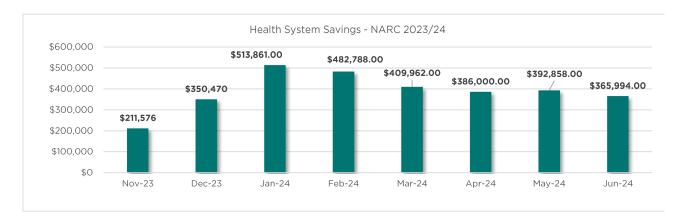


Live Weather cross on Sunrise for the opening of NARC - November 2023



Health System Savings

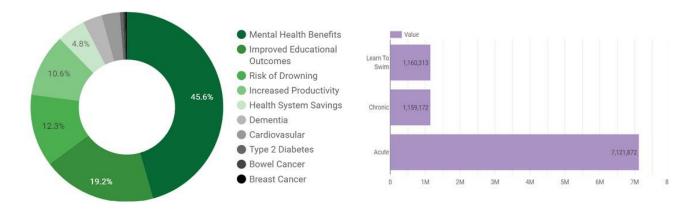
Based on research, Health System savings (avoided health care benefits) are calculated as \$4 for every hour of recreational activity. All participation at NARC represents an average of 1 hour of activity per attendance. Health System Savings in 2023/24 NARC has totalled \$3,113,509 in the initial seven and a half months of operations.



Social Value



Clublinks partnered with ActiveXChange to understand the relative health, education, productivity and drowning prevention savings (\$) as a result of engagement of active members across 10 health indicators (Acute) together with Chronic and Learn to Swim (drowning prevention) which translates to a quantifiable social impact within the Darebin community. As a result, a total of \$9,441,357 in community savings were generated at NARC between November and June represented as below.



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) I I I I I I	COKO C	OF COURCE	Northcot	e Golf Course
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	Total Attendances through the	ne venue
	Bundoora Golf	Northcote Golf
2023/24	67,427 (26% growth)	35,830 (20% growth)
2022/23	53,463	29,816 (Normalised)

Attendances

Bundoora Park Golf Course has witnessed a significant increase in golf rounds played in our first 24 months c management, every month of the 2023/24 year exceeded what was achieved the previous year with September seein the biggest rise with a 40% increase from the previous September. In just two years of management at Bundoora Par Golf, Clublinks has increased golf rounds by an incredible 60%. Further to golf rounds, usage of the Driving range an attendances of non-golf related programs and community events saw visitations at Bundoora Golf increase by 26% year on year.

In the first six months of operations by Clublinks at Northcote Golf in 2022/23 we saw a total of 14,908 rounds, coachin and event attendances through the gates (14,435 golf rounds), with only 6 months of data, this normalized to – 29,81 attendances. In 2023/24 the community regained its confidence in the course with some stunning numbers. Overal there were 34,254 rounds of golf played at Northcote in 2023/24. Beyond the 34,254 rounds played, over 1,50 additional attendances were seen through the venue, culminating in an annual total attendance of 35,830 in 2023/2 (20% growth on 2022/23) driven by strong programming and a number of community events held throughout the yea

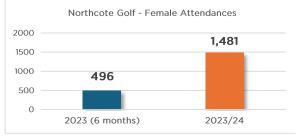
Female & Community Participation

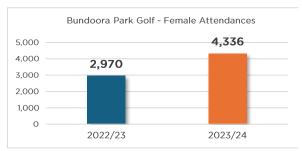
The focus on female participation in golf involved creating a safe, welcoming space for women to try the sport. Clublinks has introduced many initiatives including "This Girl Can Week," clinics and programs such as "Wellness Wednesday" which fostered a supportive community, leading to new friendships. In 2023/24, female participation increased by 46% with 4,336 attendances. In Clublinks' first six months at Northcote Golf there was 496 female participants (or 992 normalised to a 12-month period). In the last 12 months (23/24) this has increased to 1,481 – a 49% growth.

During 2023/4, Bundoora Golf supported a 6-week Aboriginal Men's Group golf program with 18 participants. In light of Men's Health Week, Clublinks conducted free blood pressure checks and free Flu Vaccinations for the community. To encourage kids' participation, "Kids Play Free" (during twilight hours) in school holidays was launched in 2023/4. For IDAHOBIT Day, a safe space was created on the Driving Range for members of the LGBTQIA+community and allies to come and have a hit. Northcote Golf Course was the host for the Melbourne Social Rainbow Golfers on Sunday's monthly throughout 2023/4. The Northern Special School Sport Association golf program saw over 200 children participate at Northcote Golf Course during





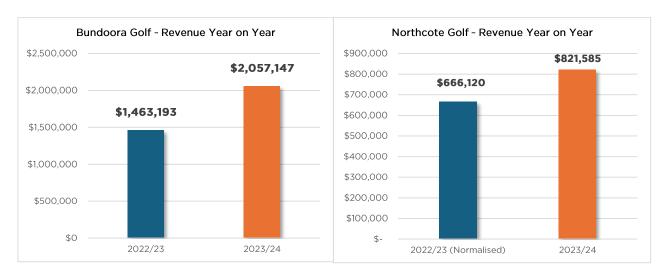




Finances

Both Golf venues recorded better than budget results for the 2023/24 financial year. While growing golf rounds an secondary spend at each venue, Clublinks controlled wages and utilised our staff management structure in Darebin t grow efficiencies. Bundoora Park revenue was strong above budget, with a result of \$215,265 and total income c \$2,057,147. Despite the increase in income, expenses were kept under control being just \$38,733 over budget. As result, the overall net result for the facility was \$269,122 net profit, a total of \$176,533 above budget.

Great weather and a growing confidence in management saw some great numbers come through Northcote Golf seein income being \$144,116 above budget. Green Fees were \$100,551 above budget. Despite the encouraging incom numbers, the expenses were kept under control only exceeding budget by just \$2,771. Overall, the -\$89,847 net defic result was \$141,344 better than the budgeted -\$231,191 deficit.



*Note Northcote Golfs Revenue 22/23 has been normalised for a 12-month period for comparison, as Clublinks only operated for 6 months in the 22/23 year

Bundoora Golf	Actual	Budget	Variance
Income	\$2,057,147	\$1,841,882	\$215,265
Expense	\$1,788,026	\$1,749,293	(\$38,733)
Net Result	\$269,122	\$92,589	\$176,533

Northcote Golf	Actual	Budget	Variance
Income	\$821,585	\$677,469	\$144,116
Expense	\$911,431	\$908,660	(\$2,771)
Net Result	\$(89,847)	\$(231,191)	\$141,344



Customer Feedback

Positive feedback at Bundoora included player experience, value for money, staff customer service, and the great cours maintenance, while not satisfied users stated amenities, pace of play and facilities as reasons.

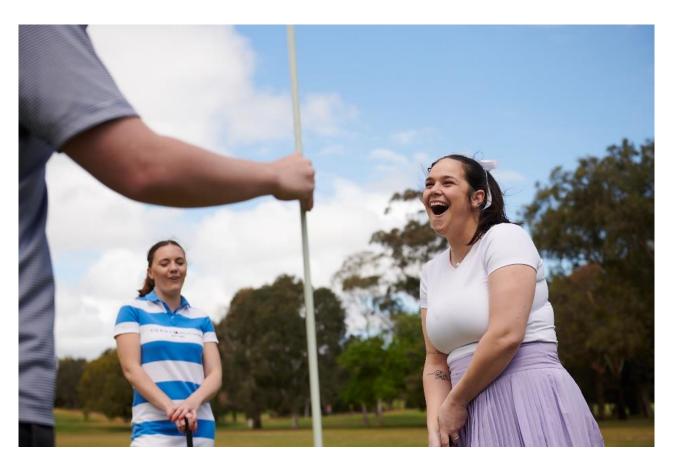
At Northcote Golf Course players were highly satisfied with the player experience, value for money, customer servic and course presentation. Negative feedback themes were from the course re-configuration and pace of play

	Bundoora Golf Course	Northcote Golf Course
Highly Satisfied	57%	39%
Satisfied	42%	56%
Not Satisfied	1%	6%

Environment

Although both golf venues are older in infrastructure, Clublinks introduced a number of environmental initiatives durin 2023/24. These initiatives bring several benefits, both for the environment and the golf courses themselves.

Environmental Initiatives		
Gallus - Mobile Phone App for scoring games (paperless)	Environmentally Friendly Chemicals used by Grounds Maintenance	
Biodegradable Cups for Coffees	Re-using clubs by selling second hand clubs to the community	
Bamboo 10 Piece Mixed Pack – Tees and Markers,	Electric Golf Carts	
Paperless - Online Booking	Recycling Golf ball sales	



Item 9.4 Appendix A

Marketing

Both Golf venues undertook a wide variety of advertising and promotions across golf, driving range, cart hire and lesso products, as well as golf shop merchandise and apparel, food and beverage offers, key campaigns, events an programming in particular female, children, and seniors.





































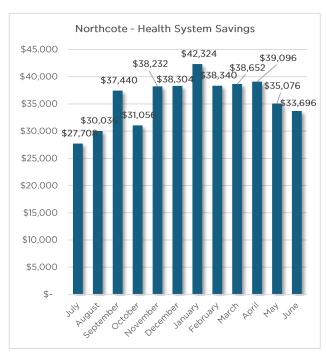




Health System Savings

Based on research, Health System savings (avoided health care benefits) are calculated as \$4 for every hour of recreational activity. All participation at Bundoora and Northcote Golf courses represents an average of 4 hours of recreational activity for every visit. Health System Savings in 2023/24 across the two golf courses totalled over \$1.2 million (\$1,239,324) in 12 months.







-End -

9.5 GOVERNANCE REPORT - APRIL 2025

Author: Coordinator Governance Services

Reviewed By: Executive Manager, Governance, Risk, Communications &

Engagement

EXECUTIVE SUMMARY

 Summary of Councillor attendance at Advisory Committees Meetings, Councillor Briefings, and other informal meetings of Councillors. (Appendix A)

- Activity Reports by Mayor and Councillors.
- Extension of Advisory Committees sunset date
- Instruments of Delegation from Council
- Victorian Electoral Commission's (VEC) election report for the Darebin City Council general election
- Special Council Meeting 12 May 2025

Officer Recommendation

That Council:

- (1) Notes the Governance Report April 2025.
- (2) Notes the Summary of attendance at Advisory Committees Meetings, Councillor Briefings, and other informal meetings of Councillors at **Appendix A** to this report.
- (3) Notes that the activity reports by Mayors and Councillors submitted prior to the meeting and circulated to Councillors, will be incorporated in the minutes of this meeting.
- (4) Extends the sunset period for all current Community Advisory Committees and Reference Groups from 30 June 2025 to 31 December 2025 to enable a comprehensive review to be undertaken that aligns with Council's adopted Council Plan 2025-29 and incorporates processes that ensure their success.
- (5) 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 person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the 'Instrument of Delegation to the Chief Executive Officer (S5)' (**Appendix B**) subject to the conditions and limitations specified in that Instrument of Delegation.
 - (b) 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.
 - (c) 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

under the Environment Protection Act (S18)' (**Appendix F**) the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument

- (d) To adopt and affix Council's Common Seal to the following Instruments of Delegation provided as attachments to this report:
 - Instrument of Delegation from Council to the CEO (S5) (Appendix B);
 - Instrument of Delegation from Council to members of Council Staff (S6)
 (Appendix D);
 - Instrument of Delegation under Environment and Protection Act 2017 (S18)
 (Appendix H)
- (e) That these instruments come into force immediately the Common Seal of Council is affixed to each instrument.
- (6) 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.
- (7) Notes the Victorian Electoral Commission's election report for the Darebin City Council general election held on 26 October 2024 (**Appendix H**).
- (8) Calls for a Special Council meeting to be held in the Council Chamber (hybrid) at 3:30pm on Monday 12 May 2025 with the following business to be transacted:
 - a. Draft 2025-26 Budget (Incorporating the 4 year financial outlook), Draft 10 Year Finance Plan, Draft 10 Year Asset Management Plan, Draft 2025-26 to 2028-29 Revenue & Rating Plan and associated documents
 - b. Draft Our Darebin Plan 2025-29 and draft Our Annual Action Plan 2025-26.

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, reports by Mayor and Councillors, Councillor expenses and a range of other governance matters.

In accordance with best practice, good governance principles, transparent and accountable reporting, officers deem it appropriate to consolidate governance/administrative 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.

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 April 2025 are:

<u>Summary of Advisory Committees, Councillor Briefing and other informal meetings of Councillors</u>

Council's Governance Rules 2020 require the Chief Executive Officer to ensure that a summary of any meeting of an Advisory Committee established by Council and attended by at least one Councillor, or any scheduled meeting to discuss the business of Council, including Councillor Briefings, attended by at least half of the Councillors and one member of Council staff (excluding Council, Delegated Committee or Community Asset Committee meetings) is:

- a) Tabled at the next convenient Council meeting; and
- b) Recorded in the minutes of that Council meeting.

The Advisory Committees, Councillor Briefings or other Informal Meetings of Councillors are summarised at **Appendix A**.

Reports by Mayor and Councillors

By 4.00pm on the day of each Ordinary Council Meeting, the Mayor and Councillors are required to 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.

Review of Community Advisory Committees and Reference Groups

At its meeting on 16 December 2024 Council resolved, in part:

"(7) Notes that all Council Advisory Committees and Reference Groups sunset on 30 June 2025 and a full review will be conducted to consider which Committees should be reestablished, along with review of the terms of reference. The review report be received by Council no later than the last Council meeting in May 2025 and be undertaken according to the following (but not limited to) guiding points with each to be reported upon:

- a) length of operation of the advisory committee.
- b) the committee's terms of reference and especially their purpose and the extent to which that purpose has been achieved.
- c) the positioning of the advisory committee within the structure outlined in the Darebin Community Engagement Policy, February 2023.
- d) numbers of community representatives and their particular expertise as it relates to the purpose of the advisory committee.
- e) key achievements of the advisory committee over the length of their operation and especially in the last 12 months.

f) mechanisms within the Terms of Reference or otherwise for reporting of committee advice to Councillor briefings and Council meetings.

- g) the extent and nature of advice formally provided to Council in the last 12 months.
- h) the function and effectiveness of existing six-monthly reports to Council and the extent to which those reports from advisory committees have directly influenced Council resolutions, especially in the last 12 months.
- i) commits to offering an opportunity for community representatives of advisory committees to address Councillors about the importance of their advisory committee."

Officers recommend that the review of advisory committees is extended for 6 months to the end of 2025 to enable the review to include consideration of priorities of the new Council Plan and ensure that advisory committees are aligned with the strategic direction of the organisation, as well as responding to the actions in the 16 December 2024 resolution. It also allows adequate time for engagement with Councillors and for the review to include benchmarking across the sector, surveying of members and convenors and analysis and recommendations drawn from that.

There are currently 16 groups of community representatives working in collaboration with Council. Nine of these are advisory committees and the rest a mix of reference groups, networks and taskforces. This review is an opportunity to assess the different ways that community works with Council through project delivery, working groups and committees and to ensure that these are operating in a way that makes the best use of community contribution and Council resources.

Review of Council Existing Delegations

In the interests of effective and efficient governance it is essential to encourage the delegation of decision making to the lowest competent level within the organisation. This enables the best use of the abilities of elected Councillors and Officers and ensures cost effective use of resources.

Pursuant to section 11(7) of the *Local Government Act 2020*, a Council must review, within the period of 12 months after a general election, all delegations which have been made under this section and are still in force.

Council subscribes to the Maddocks Lawyers Authorisations and Delegations Service, which provides bi-annual legislative amendments and the provision of template instruments which are tailored to the organisational requirements. The review of the Delegations includes those amendments as advised by Maddocks in their January 2025 release. The Delegations have been checked for accuracy, the appropriateness of the delegation and alignment with the organisational structure.

Reviews have now been completed of the following delegations which require approval from Council:

- Instrument of Delegation from Council to the CEO (S5) (Appendix B and Appendix C (tracked version))
 - The only change to this delegation is the removal of 'Part 2 Emergency Powers' which related to previous COVID provisions.
- Instrument of Delegation from Council to members of Council Staff (S6) (Appendix D and Appendix E (tracked version))
 - Updates to reflect title and reporting line changes following the implementation of the Operating Model, as well as legislative updates advised by Maddocks.

Instrument of Delegation under Environment and Protection Act 2017 (S18)
 (Appendix F and Appendix G (tracked version))

No substantive changes required.

2024 Darebin City Council general election

The Victorian local government general elections are held every four years as set out in the *Local Government Act 2020*. In 2024, general elections were held for 78 of the 79 Victorian councils with Saturday 26 October marking election day. In accordance with section 263(1) of the LG Act, the is the statutory election service provider for the conduct of local government elections in Victoria.

The report (**Appendix H**) provides information on the 2024 Darebin City Council general election including details of the end-to-end service delivery of electoral activities throughout the election timeline. This report also provides details of post-election activities including compulsory voting enforcement.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

Not Applicable.

Community Engagement

Not Applicable.

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

(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

Not Applicable.

Service Performance Principles

Not Applicable

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

Not applicable.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

Not applicable.

Economic Development and Cultural Considerations

Not applicable.

Operational Impacts

Not applicable.

Legal and Risk Implications

Not applicable.

IMPLEMENTATION ACTIONS

Council's website will be updated to reflect the change to the various Committee appointments. The Councillor expenses will also be published on the website.

RELATED DOCUMENTS

- Local Government Act 2020
- Governance Rules

Attachments

- Summary of attendance at Advisory Committees Meetings, Councillor Briefings, and other informal meetings of Councillors (**Appendix A**) 4
- S5 Instrument of Delegation (Council to CEO) CLEAN March 2025 (Appendix B) 4
- S5 Instrument of Delegation (Council to CEO) TRACKED March 2025 (Appendix C)
- S6 Instrument of Delegation to Members of Council Staff CLEAN MARCH 2025 (Appendix D) 1
- S6 Instrument of Delegation to Members of Council Staff TRACKED MARCH 2025 (Appendix E) 1
- S18 Instrument of Sub-delegation under the EPA 2017 CLEAN MARCH 2025 (Appendix F) 1
- S18 Instrument of Sub-delegation under the EPA 2017 TRACKED MARCH 2025 (Appendix G) 1
- 2024 Local Government election Darebin City Council (Appendix H) 4 🖺

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 COUNCILLOR ATTENDANCE AT ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Darebin Education Network
	Date:	March 18, 2025
	Location:	Croxton School, 159 – 165 Beaconsfield Parade Northcote 3070
PRESENT:	Councillors:	Cr. Ruth Jelley
	Council Staff:	Jackie Mansourian, Community Development Officer, Equity and Wellbeing
		Yusuke Akai , Anti-Racism Officer
	External Attendees:	Two representatives from Department of Education and Training, North-Eastern Melbourne Area (NEMA), North-Western Victoria Region
		Fourteen Principals/Representatives of Darebin primary and secondary schools
		Two staff from Centre for Multicultural Youth
APOLOGIES:		One representative from Department of Education and Training, North-Eastern Melbourne Area (NEMA), North-Western Victoria Region
		Five Principals/Representatives of Darebin primary and secondary schools

The Meeting commenced at 2.05 pm

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
1	Minutes of Previous Meeting, August 8, 2024 and any outstanding actions	No disclosures were made.
2	Disability Inclusion – one year on	No disclosures were made.
3	Anti-racism 3.1 Film – 'In Her Shoes'	No disclosures were made.
	3.2 Schools Standing up to Racism –	

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
	Centre for Mutlicultural Youth 3.3 Arts-based anti-racism engagement	
	in schools – Darebin City Council	
4	Community Grants 2024- 2025 – Examples of school successes	No disclosures were made.
5	Supporting schools to embed teaching Aboriginal history and culture and truth-telling - Darebin Schools' NAIDOC Yarning Conference	No disclosures were made.
6	Tour of Croxton School	No disclosures were made.

The Meeting concluded at 4.00pm

RECORD		Jackie Mansourian
COMPLETED BY:	Officer Title:	Community Development Officer



SUMMARY OF COUNCILLOR ATTENDANCE AT ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Climate Emergency Darebin Advisory Committee
	Date:	19 March 2024
	Location:	Gleeson Environment Centre, Darebin Parklands Hybrid
PRESENT:	Councillors:	Cr Julie O'Brien (Chair)
	Council Staff:	Nina Cullen, General Manager Community Lorna Pettifer, Coordinator Climate and Environment Natalie Jamieson, Climate and Community Officer Climate and Environment
	External Attendees:	Members of CED AC x 6
APOLOGIES:		N/A

The Meeting commenced at 6.30pm

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
1	Climate Emergency Plan – what is the story? Background and discussion	No disclosures were made.
2	Investment Roadmap in the Energy Transition - Update	No disclosures were made.
3	Climate Resilient Neighbourhood (Action 4.1.1) - Update	No disclosures were made.
4	Victorian Energy Collaboration (VECO) - Update	No disclosures were made.
5	Sustainability Victoria – Update on Battery campaign	No disclosures were made.
6	Direct interventions (Action 2.7.1) - update	No disclosures were made.

SUMMARY OF MEETINGS – PUBLIC RECORD (CONTINUED)

The Meeting concluded at 8.10pm

RECORD	Officer Name:	Officer Name: Natalie Jamieson
COMPLETED BY:	Officer Title:	Officer Title: Climate and Community Officer



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Darebin Gender Equity Advisory Committee
	Date:	Thursday 20 March 2025 (Meeting 1)
	Location:	Council Conference Room
PRESENT:	Councillors	Mayor Kristine Olaris Cr. Ruth Jelley
	Council Staff:	Michele Burton, Department Manager, Equity and Climate Emma Pase, Coordinator Equity, Inclusion and Wellbeing, Equity and Climate (arrived 5.50pm) Samuel Muchoki, Team Leader Health and Social Policy, Equity and Climate Jade Myconos, Gender Equity Officer, Equity and Climate Emily Lin, Special Projects Officer, Buildings, Property and Capital (left 6.30pm) Jules Thomas-Martin, Team Leader City Design (arrived 6.30pm))
	Other:	Advisory Committee members: In person: 1. GDS 2. LR 3. ZB 4. SL 5. AW (5.40pm) Online: 6. RV 7. LB 8. RG 9. MB 10. JWN 11. SF (WHIN).

APOLOGIES:	1. CLJ 2. MT 3. AG 4. SD

The Meeting commenced at 5.30pm

M	ATTERS CONSIDERED	DISCLOSURES AND COMMENTS
1	Merri Common Project	Nil.
2	Al at GEAC meetings summary	Nil.
3	High Street Preston Streetscape Concept Plan	Nil.
4	Sunset and Review of Advisory Committees	Nil.
5	General business	Nil.

The Meeting concluded at 7.35pm

RECORD	Officer Name:	Jade Myconos
COMPLETED BY:	Officer Title:	Gender Equity Officer



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Darebin LGBTIQA+ Advisory Committee
	Date:	Tuesday 25 March 2025
	Location:	Council Conference Room Birnum Djirri Room Hybrid meeting
PRESENT:	Councillors:	Cr. Julie O'Brien Mayor Kristine Olaris
	Council Staff:	Michelle Burton; Department Manager, Equity and Climate Emma Pase; Coordinator, Equity, Inclusion and Wellbeing, Equity and Climate Amelia Basset, Equity & Human Rights Partnerships Lead, Equity and Climate Jak Lynch, Strategic Projects Officer, Equity and Climate Jennifer Loulie, Principal Urban Designer, City Futures
	Other:	Advisory Committee Members: In Person: KN ES BL BH Online: RD – Left meeting at 7.30pm In person: Guest: AK; Volunteer & Student Coordinator, Thorne Harbour Health.
APOLOGIES:		Advisory committee members: KM KV BM LD

The Meeting commenced at 6.15pm

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
1	High Street Preston Streetscape Concept Plan	No disclosures were made.
2	Progressing development of LGBTIQA+ Action Plan	No disclosures were made.
3	General Business	No disclosures were made.

The Meeting concluded at 8.30pm

RECORD	Officer Name:	
COMPLETED BY:	Officer Title:	Strategic Projects Officer



SUMMARY OF COUNCILLOR ATTENDANCE AT ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Council Plan and Budget Workshop
	Date:	31 March 2025
	Location:	Council Chamber (Hybrid Meeting)
PRESENT:	Councillors:	Cr. Kristine Olaris OAM (Mayor) (Chairperson) Cr. Emily Dimitriadis (Deputy Mayor) (online) Cr. Matt Arturi Cr. Connie Boglis OAM (online, left the meeting at 6.50pm) Cr. Gaetano Greco (online) Cr. Ruth Jelley (online) Cr. Julie O'Brien Cr. Alexandra Sangster (online, left at 5pm) Cr. Vasilios Tsalkos
	Council Staff:	Michael Tudball Interim CEO Caroline Buisson, General Manager Customer & Corporate Nina Cullen, General Manager Community Rachel Ollivier, General Manager Infrastructure, Operations & Finance Chad Griffiths, Acting General Manager, City Sustainability & Strategy Enna Giampiccolo, Executive Manager Governance & Communications Srini Krishnan, Chief Financial Officer Dean Gibbons, Coordinator Financial Planning & Analysis Lisa Wheelhouse, Manager Customer & Corporate Performance Kassia Gibbs, Coordinator Corporate Strategy & Performance Julie Wyndham, Corporate Strategy & Performance Lead
	External Attendees:	
APOLOGIES:		

The Meeting commenced at 3.30 pm

MAT	TERS CONSIDERED	DISCLOSURES AND COMMENTS
4.0	Briefing Agenda Overview	No disclosures were made.
4.1		
4.2		
4.3		

The meeting concluded at 6.57pm

RECORD COMPLETED BY:	Enna Giampiccolo Executive Manager Governance, Risk,
	Communications & Engagement



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Darebin Active and Healthy Ageing Advisory Committee
	Date:	3 April 2025
	Location:	Conference Room, Darebin Civic Centre
PRESENT:	Councillors	Cr Connie Boglis AOM
	Council Staff:	Jeanne Poustie, Manager Supported & Connected Living Nathan Korotkov, Senior TL Service Projects Nina Cullen, General Manager Community Jette Achleitner, Community Engagement Officer Danni Hall, Senior TL Social Inclusion Jennifer Loulie, Principle Urban Designer
	Other:	Members (3)
APOLOGIES:		Cr Gaetano Greco, 4 members

The Meeting commenced at 3.07pm

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
1	Council's Community Advisory Committee review	No disclosures were made.
2	Federal Aged Care Reforms - Council is preparing for national reforms that will affect how services will be delivered in the future.	No disclosures were made.
3	Age Friendly Darebin – overview and service projects update	No disclosures were made.
4	High Street Preston Streetscape upgrade	No disclosures were made.

The Meeting concluded at 5pm

RECORD	Officer Name:	Jette Achleitner
COMPLETED BY:	Officer Title:	Community Engagement Officer



SUMMARY OF COUNCILLOR ATTENDANCE AT ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing
	Date:	7 April 2025
	Location:	Council Chamber (Hybrid Meeting) Virtual Meeting
PRESENT:	Council Staff:	Cr. Kristine Olaris OAM (Mayor) (Chairperson) Cr. Emily Dimitriadis (Deputy Mayor) Cr. Matt Arturi Cr. Connie Boglis OAM Cr. Gaetano Greco (online) Cr. Ruth Jelley Cr. Julie O'Brien Cr. Alexandra Sangster Cr. Vasilios Tsalkos Michael Tudball Interim CEO Caroline Buisson, General Manager Customer & Corporate (item 4.5) Nina Cullen, General Manager Infrastructure, Operations & Finance (item 4.5) Vanessa Petrie, General Manager City Sustainability & Strategy (item 4.2, 4.3, 4.4) Enna Giampiccolo, Executive Manager Governance and Communications Melanie McCarten, Manager Recreation & Libraries (item 4.1) Chad Griffiths, Manager City Sustainability & Strategy (item 4.2) Uncle Stuart McFarlane, Senior Aboriginal Partnerships Officer (item 4.3) Grace Quinn-Foster, Aboriginal Projects Officer (item 4.3) Michele Burton, Manager Equity & Climate (item 4.3) Allan Middlemast, Manager City Futures (item 4.4) Stevie Meyer, Coordinator, Strategic Planning (item 4.4)
	External	June Anstee, Municipal Monitor (left the meeting at 5pm)

	Attendees:	Ross Millard, Municipal Monitor Anthony Lawrence, CEO, Clublinks Troy Walker, Group Manager, Darebin venues, Clublinks Tom Zappula, State Manager Victoria, Clublinks Jessie Pigott, Venue Manager, NARC, Clublinks Professor Theo Farrell, Vice Chancellor Latrobe University. Jodie Harris, Deputy Director Sustainability & Campus Planning Kellie Watson, Community Relations Manager
APOLOGIES:		N/A

The Meeting commenced at 3.40 pm

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
4.0	Briefing Agenda Overview - Mayor	No disclosures were made.
4.1	2023-24 Annual Outcomes Report – Leisure Contracts	No disclosures were made.
4.2	LaTrobe University City Masterplan	Cr Jelley flagged a potential conflict due to her employment in the tertiary sector and would leave the meeting in the event of a conflict.
		Cr O'Brien, flagged a perceived conflict in relation to her acquaintance with the external guests making the presentation
4.3	Aboriginal Portfolio Team Session	No disclosures were made
4.4	Amendment C226dare - Furlan Club Permanent Heritage Controls	No disclosures were made
4.5	Budget & Council Plan check in	No disclosures were made
4.6	General Business	
4.7	CEO and Councillor Only time	
4.8	Council Only time	

5.1	E-scooter update	Cr Boglis declared a conflict in relation to a close relationship with one of the potential contractors. Cr Boglis left the meeting at 7.38pm and returned at 7.47pm.
5.2	Expression of Interest for Vacant or Underutilised Properties - Responses to Councillor Queries	No disclosures were made

The Meeting concluded at 7.58pm

RECORD COMPLETED BY:	Officer Name:	Enna Giampiccolo
		Executive Manager, Governance, Risk & Communications



SUMMARY OF COUNCILLOR ATTENDANCE AT ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing
	Date:	14 April 2025
	Location:	Council Chamber (Hybrid Meeting)
PRESENT:	Councillors:	Cr. Kristine Olaris OAM (Mayor) (Chairperson) online
		Cr. Emily Dimitriadis (Deputy Mayor) – 3.50pm
		Cr. Matt Arturi
		Cr. Gaetano Greco - online
		Cr. Ruth Jelley
		Cr. Julie O'Brien
		Cr. Alexandra Sangster
		Cr. Vasilios
	Council	Michael Tudball Interim CEO
	Staff:	Caroline Buisson, General Manager Customer & Corporate (item 4.3, 4.4)
		Nina Cullen, General Manager Community
		Lee McKenzie, Acting General Manager Infrastructure, Operations & Finance (item 4.4)
		Vanessa Petrie, General Manager City Sustainability & Strategy (item 4.1, 4.2, 4.5, 4.6)
		Jody Brodribb, Coordinator Governance Services
		Lorna Pettifer, Coordinator Climate & Environment (item 4.1)
		Allan Middlemast, Manager City Futures (item 4.2, 4.3, 4.4)
		Lisa Wheelhouse, Manager Customer & Corporate Performance (item 4.3)
		Srini Krishnan, Chief Financial Officer (item 4.3, 4.4)
		Dean Gibbons, Coordinator Financial Planning and Analysis (item 4.3, 4.4)
		Kassia Gibbs, Coordinator Corporate Strategy & Performance (item 4.3, 4.4)
		Julie Wyndham, Corporate Strategy & Performance Lead (item 4.3, 4.4)
		Melanie McCarten, Manager Recreation & Libraries (item 4.3, 4.4)
		Chad Griffiths, Manager City Development (item 4.5, 4.6)
		Neil Cooney, Head of Statutory Planning (item 4.5)
	External	June Anstee, Municipal Monitor - online
	Attendees:	Ross Millard, Municipal Monitor
APOLOGIES:		Cr. Connie Boglis OAM

The Meeting commenced at 3.33pm

	MATTERS CONSIDERED	DISCLOSURES AND COMMENTS
4.0	Briefing Agenda Overview - Mayor	No disclosures were made.
4.1	Declaration of a special charge - Solar Saver Round 4.2 (batch 6)	No disclosures were made.
4.2	Melbourne Water Pipe Track Shared User Path Feasibility Scoping Report	No disclosures were made.
4.3	Our Darebin Plan 2025-29 and Annual Action Plan 2025-26 - Adopt draft documents	No disclosures were made.
4.4	Adoption of Draft 4 Year budget and 10 Year LTFP Including OP & Cap Projects & R&R	No disclosures were made.
4.5	Overview of Recent Victorian Government Planning Scheme Changes - Townhouse and Lowrise Code	No disclosures were made.
4.6	Keon Parade Level Crossing Removal Project: Ownership of new community assets	No disclosures were made.
5.1	Progress update for the LGBTIQA+ action plan and Cultural Diversity and Inclusion action plan development	No disclosures were made.
5.2	2 Wingrove Street Alphington - Community Engagement Plan	No disclosures were made.

The Meeting concluded at 7.20pm

RECORD COMPLETED BY:	Officer Name:	Jody Brodribb
	Officer Title:	Coordinator Governance Services



Instrument of Delegation to Chief Executive Officer

Darebin City Council

Instrument of Delegation

to

The Chief Executive Officer

Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020* (**the Act**) and all other powers enabling it, Darebin City Council (**Council**) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation.

•	,	S	
AND	decla	ares that	
1.	this instrument of Delegation is authorised by a Resolution of Council passed on		
2.	the delegation		
	2.1	comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;	
	2.2	revokes the delegation issued by the Council on 24 October 2022	
	2.3	is subject to any conditions and limitations set out in the Schedule;	
	2.4	must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and	
	2.5	remains in force until Council resolves to vary or revoke it.	
3.	Chie (othe powe	member of Council staff occupying the position or title of, or acting in the position of, of Executive Officer may delegate to a member of Council staff any of the powers or than the power of delegation conferred by section 11(3) of the Act or any other ers not capable of sub-delegation) which this Instrument of Delegation delegates to or her.	
DARE was a	BIN C	ON SEAL of) CITY COUNCIL) on) thority of the Council:)	
Signe	d by t	the Mayor in the presence of)	
Witne	ss		
Date:			
Signe	d by t	the Chief Executive Officer of Council in the presence of)	
Witne	ss		

S5 Instrument of Delegation to Chief Executive Officer - April 2025

Date:

SCHEDULE

The power to

- 1. determine any issue;
- 2. take any action; or
- do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Part 1 - Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing

- if the issue, action, act or thing is an issue, action, act or thing which involves
 - 4.1 entering into a contract exceeding the value of \$1,000,000 (including GST);
 - 4.2 making any expenditure that exceeds \$ 1,000,000 (unless it is expenditure made under a contract already entered into or is expenditure which Council is by or under legislation required to make in which case it must not exceed \$ 1,000,000);
 - 4.3 appointing an Acting Chief Executive Officer for a period exceeding 28 days;
 - 4.4 electing a Mayor or Deputy Mayor;
 - 4.5 granting a reasonable request for leave under section 35 of the Act;
 - 4.6 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;
 - 4.7 approving or amending the Council Plan;
 - 4.8 adopting or amending any policy that Council is required to adopt under the Act;
 - 4.9 adopting or amending the Governance Rules;
 - 4.10 appointing the chair or the members to a delegated committee;
 - 4.11 making, amending or revoking a local law;
 - 4.12 approving the Budget or revised Budget;
 - 4.13 approving the borrowing of money;
 - 4.14 subject to 181H(1)(b) of the *Local Government Act 1989*, declaring general rates, municipal charges, service rates and charges and specified rates and charges;
 - 4.15 adoption of the Auditor's report, Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act; or
 - 4.16 appointment of Councillor or community delegates or representatives to external organisations.
- 5. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
- 6. 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;

S5 Instrument of Delegation to Chief Executive Officer – April 2025

7. 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

- 7.1 policy; or
- 7.2 strategy

adopted by Council;

- 8. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s11(2)(a)-(n) (inclusive) of the Act or otherwise; or
- 9. 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.

S5 Instrument of Delegation to Chief Executive Officer – April 2025



Instrument of Delegation to Chief Executive Officer

Darebin City Council

Instrument of Delegation

to

The Chief Executive Officer

Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020* (**the Act**) and all other powers enabling it, Darebin City Council (**Council**) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation.

AND declares that

- this instrument of Delegation is authorised by a resolution Resolution of Council passed on October 2022
- 2. the delegation
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 revokes the delegation issued by the Council on 27 September 2021 October 2022
 - 2.3 is subject to any conditions and limitations set out in the Schedule;
 - 2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.5 remains in force until Council resolves to vary or revoke it.
- The member of Council staff occupying the position or title of, or acting in the position of, Chief Executive Officer may delegate to a member of Council staff any of the powers (other than the power of delegation conferred by section 11(3) of the Act or any other powers not capable of sub-delegation) which this Instrument of Delegation delegates to him or her.

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 Coun	cil in the presence of)
Witness	
Date:	

S5 Instrument of Delegation to Chief Executive Officer October 2022 April 2025

SCHEDULE

The power to

- determine any issue;
- 2. take any action; or
- do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Part 1 - Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing.

- 4. If the issue, action, act or thing is an issue, action, act or thing which involves:
 - 4.1 entering into a contract exceeding the value of -\$1,000,000 (including GST);
 - 4.2 making any expenditure that exceeds \$ 1,000,000 (unless it is expenditure made under a contract already entered into or is expenditure which Council is by or under legislation required to make in which case it must not exceed \$ 1,000,000):
 - 4.3 appointing an Acting Chief Executive Officer for a period exceeding 28 days:
 - 4.4 electing a Mayor or Deputy Mayor;
 - 4.5 granting -a reasonable request for leave under section 35 of the Act:
 - 4.6 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer-;
 - 4.7 approving or amending the Council Plan;
 - 4.8 adopting or amending any policy that Council is required to adopt under the Act:
 - 4.9 adopting or amending -the Governance Rules;-
 - 4.10 appointing –the chair or the members to a delegated committee;
 - 4.11 making, amending or revoking a local law;
 - 4.12 approving the Budget or revised Budget:
 - 4.13 approving the borrowing of money;
 - 4.14 subject to 181H(1)(b) of the *Local Government Act 1989*, declaring general rates, municipal charges, service rates and charges and specified rates and charges;
 - 4.15 adoption of the Auditor's report, Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act; or
 - 4.16 appointment of Councillor or community delegates or representatives to external organisations, or
- 5. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
- 6. 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;

S5 Instrument of Delegation to Chief Evecutive Officer October 2022 April 2025

 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

- 7.1 policy; or
- 7.2 strategy

adopted by Council;

- 8. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s11(2)(a)-(n) (inclusive) of the Act or otherwise; or
- 9. 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.

Part 2 - Emergency Powers

- Where a State of Emergency is in force after having been declared by the Premier of Victoria under the provisions of the Emergency Management Act 2013 or other relevant legislation and a quorum of Council or the Planning Committee cannot be formed or the convening of a meeting represents in the view of the Chief Executive Officer an unacceptable risk to public health and safety, the Chief Executive Officer in consultation with the Mayor may make any decision on any matter, (with the exception of those matters they are explicitly prevented from determining under the Act) as required to continue the good governance and operation of Council, which would normally be subject of a resolution of Council.
- 11. The Chief Executive Officer may only exercise the power as referred to in clause 10 if, they believe that the powers they are exercising are in the best interests of the City of Darebin.
- 42.10. Any decision taken by the Chief Executive Officer under this Part will in a timely manner be communicated to Councillors and is required to be subject of a report to the next available Council Meeting.

S5 Instrument of Delegation to Chief Evecutive Officer October 2022 April 2025



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:

- 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
HSP	means	Head of Statutory Planning
BSO(B&P)	means	Business Support Officer (Business and Performance)
BSO(HP)	means	Business Support Officer (Health Protection)
CAS	means	Coordinator Asset Strategy
ccs	means	Coordinator City Safety
CCBS	means	Coordinator Customer & Business Services (Planning & Building)
CDC	means	Coordinator Development Compliance
CEO	means	Chief Executive Officer
CFO	means	Chief Finance Officer
CHP	means	Coordinator Health Protection
CI&FM	means	Coordinator Infrastructure and Fleet Maintenance
CSP	means	Coordinator Statutory Planning
CSTP	means	Coordinator Strategic Planning
CST	means	Coordinator Sustainable Transport
EHT	means	Environmental Health Technician
EMGRCE	means	Executive Manager Governance, Risk, Communications & Engagement
GMC	means	General Manager Community
GMCS&S	means	General Manager City Sustainability and Strategy
GMC&C	means	General Manager Customer & Corporate
GMIO&F	means	General Manager Infrastructure, Operations & Finance
HED&A	means	Head of Economic Development & Activation
НО	means	Heritage Officer
HPO	means	Health Protection Officer
LBSO	means	Lead Business Support Operations

Acronym		Title
MBS	means	Municipal Building Surveyor
MBPC	means	Manager Buildings, Property & Capital
MCD	means	Manager City Development
MCF	means	Manager City Futures
MCS&C	means	Manager City Safety & Compliance
MOW	means	Manager Operations & Waste
PEO	means	Planning Enforcement Officer
PP	means	Principal Planner
PSP	means	All Principal Statutory Planners
SCL	means	Subdivision Customer Liaison
Service Manager or Coordinator	means	The Manager or Coordinator responsible for Council service or facility
SEHO	means	Senior Environmental Health Officer
SO	means	Subdivision Officer
SP	means	All Statutory Planners
SPA	means	Statutory Planning Assistants
SSO	means	Senior Subdivision Officer
SSP	means	All Senior Statutory Planners
STSP	means	Student Statutory Planner
STP	means	All Strategic Planners
TE	means	All Transport Engineers
TPL	means	Transport Project Lead
TLL&AM	means	Team Leader Local Laws & Animal Management
TLTSP	means	Team Leader Transport Strategy & Programs
TLTSA	means	Team Leader Transport Safety & Access

3. declares that:

3.2 the delegation:

- 3.2.1 comes into force immediately when the common seal of Council is affixed to this Instrument of Delegation or where the Chief Executive Officer of Council is authorised under resolution, the Chief Executive Officer executes the Instrument of Delegation;
- 3.2.2 revokes the delegation issued by Council on 16 September 2024;
- 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 delega	ate 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	if 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 SE DAREBIN CITY C was affixed on with the authority of	OUNCIL))
Signed by the Ma	yor in the presence of)
Witness	
Date:	
Signed by the Ch	ief Executive Officer of Council in the presence of)
Witness	
Date:	

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	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, LBSO, TLL&AM, CCS	Council may delegate this power to a Council authorised officer.	

CG Instrument of Delegation to Members of Council Staff Dece 1 April 2025

	FOOD ACT 1984				
Column 1 Column 2 C			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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	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, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site or otherwise	GMCS&S, MCD, CHP, SEHO, HPO, EHT	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	SEHO, HPO, CHP, EHT	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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	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 19AA (4) (a) and (b) is not capable of delegation and so such directions must be made by a Council resolution. Only in relation to temporary food premises or mobile food premises		
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, SEHO, HPO, EHT	Where Council is the registration authority.		
s.19CB(4)(b)	Power to request a copy of records	CHP, SEHO, HPO, EHT,	Where Council is the registration authority.		
s.19E(1)(d)	Power to request a copy of the food safety program	CHP, SEHO, HPO, EHT	Where Council is the registration authority.		

CG Instrument of Delegation to Members of Council Staff

1 mril 2025

	FOOD ACT 1984				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.19EA (3)	Function of receiving copy of revised food safety program	CHP, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority.		
s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	CHP, SEHO, HPO, EHT	Where Council is the registration authority Subject to s 19FA(2), which requires a time limit for compliance to be specified		
s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	CHP, SEHO, HPO	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 s 58A(2))		
s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	СНР	Where Council is the registration authority		
s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	CHP	Where Council is the registration authority		
s.19GB	Power to request a proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	CHP, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority.		
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	CHP, SEHO, HPO	Where Council is the registration authority.		
s19IA(2)	Duty to give written notice to the proprietor of the premises	CHP, SEHO, HPO	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, SEHO, HPO, EHT	Where Council is the registration authority.		
s19N (2)	Function of receiving notice from the auditor	CHP, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority.		
s.19NA(1)	Power to request food safety audit reports	CHP, SEHO, 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.		

CG Instrument of Delegation to Members of Council Stoff Dece 2

1 nril 2025

	FOOD ACT 1984				
Column 1	Column 1 Column 2 C		Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	CHP, SEHO, 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, SEHO, 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, SEHO, HPO, EHT	Where Council is the registration authority.		
	Power to register or renew the registration of a food premises	CHP, SEHO, HPO,	Where Council is the registration authority.		
		EHT	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, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority		
s.36B	Duty to pay the charge for use of online portal	CHP, SEHO, 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	CHP, SEHO, HPO, EHT	Where Council is the registration authority.		
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.		
s.38A(4)	Power to request a copy of a completed food safety program template	CHP, SEHO, 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, SEHO, HPO, EHT	Where Council is the registration authority.		
s.38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	CHP, SEHO, HPO, EHT	Where Council is the registration authority.		
s.38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	CHP, SEHO, HPO, EHT	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, SEHO, HPO, EHT	Where Council is the registration authority.		
s.38D(2)	Duty to be satisfied of the matters in section 38D(2)(a)-(d)	CHP, SEHO, HPO, EHT	Where Council is the registration authority.		

CG Instrument of Delegation to Members of Council Staff

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1 nril 2025

	FOOD ACT 1984				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.38D(3)	Power to request copies of any audit reports	CHP, SEHO, 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, SEHO, HPO, EHT	Where Council is the registration authority.		
s.38F(3)(b)	Power to require proprietor to comply with requirements of this Act	CHP, SEHO, 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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	Where Council is the registration authority		
s.39A	Power to register or renew the registration of a food premises despite minor defects	CHP, SEHO, 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, SEHO, HPO, EHT			
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	CHP, SEHO, HPO, EHT	Where Council is the registration authority		
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</i> 2008	СНР	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, SEHO, 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.		

CG Instrument of Delegation to Members of Council Staff

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1 nril 2025

	FOOD ACT 1984				
Column 1	Column 1 Column 2 Column 3		Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s. 40E	Duty to comply with direction of the Secretary	CHP, SEHO, HPO, EHT, BSO(HP)			
s. 40F	Power to cancel registration of food premises	CHP, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority		
s. 43	Duty to maintain records of registration	CHP, SEHO, HPO, EHT, BSO(HP)	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, SEHO, HPO, EHT	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, SEHO, 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 s 58A(2))		
s.45AC	Power to bring proceedings	CHP, SEHO			
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, SEHO	Where Council is the registration authority. In consultation with the GMCS&S.		

CG Instrument of Delegation to Members of Council Staff Dece 6 April 2025

	HERITAGE ACT 2017				
Column 1	Column 1 Column 2 Co		Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.116	Power to sub-delegate the Executive Director's functions, duties or powers	MCD, HSP	Must first obtain the Executive Director's written consent. Council can only sub-delegate if the instrument of delegation from the Executive Director authorises sub- delegation. 'Executive Director' means the Executive Director of Heritage Victoria.		

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	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.	

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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, HSP, 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, CSTP, HSP, 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, STP, MCD, HSP, PP, AA, SSP, SP, HO, Admin - P&B			
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, CSTP, MCD, HSP			
s.8A(5)	Function of receiving notice of the Minister's decision	GMCS&S, MCF, MCD, CSTP, HSP			
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			
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, HSP, MCF, CSP			
s.17(1)	Duty of giving a copy of an amendment to the planning scheme	MCF, CSTP, STP, SCL, STSP, CCBS, Admin - P&B			

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	PLANNING AND ENVIF	RONMENT ACT 1987	
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.17(2)	Duty of giving a copy of a s 173 agreement	MCD, HSP, MCF, CSTP, PSP, PP, AA, SSP, SP, STP, HO	
s.17(3)	Duty of giving a copy of amendment, explanatory report and relevant documents to Minister within 10 business days	GMCS&S, MCD, MCF, CSTP, HSP, CSP, PSP, PP, AA, HO	
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, MCF, HSP, CSTP	
s.19	Function of receiving notice of preparation of an amendment to a planning scheme	GMCS&S, MCF, CSTP, MCD, HSP,	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 an 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 s19	GMCS&S, MCD, CSTP, HSP, MCF	Where Council is a Planning authority
s.20(2)	Power to apply to Minister for a planning scheme amendment exemption from the requirements of s19	GMCS&S	To allow officers to apply to Minister to carry out an 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 s19	GMCS&S	For the purposes of applying an interim heritage overlay to facilitate suspension of a demolition permit in accordance with s29B of the Building Act 1993.

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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	GMCS&S, MCF, CSTP	Commission (Commission Commission		
	Duty to consider a late submission, if directed by the Minister				
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 the panel submissions which do not require a change to the amendment	MCF, CSTP, STP			
s.24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	MCD, HSP, MCF CSP, CSTP, PSP, PP, AA, SSP, SP, STP, HO			
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, HSP, MCF, CSP, CSTP, PSP, PP, AA, SSP, SP, STP, HO			
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, HSP, MCF			
s.28 (1)	Duty to notify Minister if abandoning an amendment	GMCS&S, MCD, HSP, 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, HSP			

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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, HSP			
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.		
s.46AW	Function of being consulted by the Minister	GMCS&S, MCD, HSP, MCF	Where Council is a responsible public entity.		
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	GMCS&S, MCD, HSP, MCF	Where Council is a responsible public entity.		
	Power to endorse the draft Statement of Planning Policy				

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	PLANNING AND ENVIR	CONMENT ACT 1987	
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46AZC(2)	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, HSP, 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, HSP, 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, HSP, MCF	
s.46GN(1)	Duty to arrange for estimates of values of inner public purpose land	GMCS&S, MCD, HSP, MCF, CFO	
s.46GO(1)	Duty to give notice to owners of certain inner public purpose land	GMCS&S, MCD, HSP, MCF	
s.46GP	Function of receiving a notice under s 46GO	GMCS&S, MCD, HSP, 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, HSP, 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, HSP, 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, HSP, MCF, CSTP	
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, HSP, MCF, CFO	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, HSP, 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, HSP, 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 innerpublic purpose land	GMCS&S, MCD, HSP, MCF, CFO	
s.46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	GMCS&S, MCD, HSP, 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	GMCS&S, MCD, HSP, MCF, CFO	Where Council is the collecting agency
	Power to specify the manner in which the payment is to be made		
s.46GV(3)(b)	Power to enter into an agreement with the applicant	GMCS&S, MCD, HSP, 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, HSP, 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, HSP, 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, HSP, MCF, CSTP	
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, HSP, MCF, CFO	Where Council is the collecting agency

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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, HSP, CSP,	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, HSP, CSP,	Where Council is the collecting agency		
s.46GY(1)	Duty to keep proper and separate accounts and records	GMCS&S, MCD, HSP, 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</i> 2020	GMCS&S, MCD, HSP, 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, HSP	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, HSP	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, HSP	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, HSP	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				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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, HSP	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, HSP	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, HSP, 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, HSP, CFO	If any inner public purpose land is vested in Council under the <i>Subdivision Act</i> 1988 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, HSP	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, HSP, 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 Local Government Act 2020	MCD, HSP, 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, HSP	Where Council is a development agency under an approved infrastructure contributions plan		
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, HSP, EMGRCE	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		

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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, HSP	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, HSP	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, HSP	Where Council is the collecting agency under an approved infrastructure contributions pan		
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, HSP, 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, HSP, 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, HSP, CFO	Where Council is the development agency under an approved infrastructure contributions plan		
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, HSP, CFO	Where Council is the development agency under an approved infrastructure contributions plan		
s.46GZF(3)	Function of receiving proceeds of sale	MCD, HSP, 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		

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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, HSP, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan		
s.46GZF(6)	Duty to make the payments under section46gzf(4) in accordance with s 46GZF(6)(a) and (b)	CFO, MCD, HSP	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, HSP, 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, HSP, 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, HSP, CFO			
s.46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	MCD, HSP, CSP, PSP, PP, AA, SSP, SSO			
s.46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	MCD, HSP, MCF, CSP			
s.46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	MCD, HSP, MCF, CSP			
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, HSP, MCF, CSP, MBS			
s.46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	MCD, HSP, MCF, CSP			
s.46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	CHP, MCF, CSP			
s.46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	MCD, HSP, MCF			
s.46Q(1)	Duty to keep proper accounts of levies paid	MCD, HSP, MCF			

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	PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
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, HSP, CSP		
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, HSP, MCF, CSP		
s.46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	MCD, HSP, CSTP, CSP, MBPC	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, HSP, CSP	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, HSP, MCF	Must be done in accordance with Part 3.	
s46Q(4)(e)	Duty to expend that amount on other works etc.	MCD, HSP, MCF, MBPC	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, HSP, MCF		
s.46QD	Duty to prepare report and give a report to the Minister	GMCS&S, MCD, HSP, MCF	Where Council is a collecting agency or development agency.	
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		

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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 requirement	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SSO, HO			
s.49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	MCD, HSP, CSP, PSP, SSP, SP, SPA, SO, SSO, SCL, STSP, CCBS, Admin - P&B, HO			
s.49(2)	Duty to make register available for inspection in accordance with the public availability requirements	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SSO, SCL, STSP, CCBS, Admin - P&B, HO			
s.50(4)	Duty to amend applications	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SSO, HO			
s.50(5)	Power to refuse to amend application	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SSO, HO			
s.50(6)	Duty to make note of amendment to application in register	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SSO, HO			
s.50A(1)	Power to make amendment to application	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SSO, HO			
s.50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SSO, HO			

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.50A(4)	Duty to note amendment to an application in register	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SSO, SCL, STSP, Admin – P&B, HO	
s.51	Duty to make a copy of an application available for inspection in accordance with the public availability requirements	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, Admin – P&B, HO	
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	
s.52(1)(b)	Duty to give notice of the application to other municipal Council where appropriate	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, HO	
s.52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, HO	
s.52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	
s.52(3)	Power to give any further notice of an application where appropriate	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	

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	PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	MCD, HSP, CSP, PSP, SSP, SP, SPA, SSO, SO, HO		
s.53(1A)	Power to require the applicant to give the notice under s 52(1AA)	MCD, HSP, CSP, PSP, SSP, SP, SPA, SSO, SO, HO		
s.54(1)	Power to require the applicant to provide more information	CHP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.54(1A)	Duty to give notice in writing of information required under s 54(1)	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.54(1B)	Duty to specify the lapse date for an application	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.54A(3)	Power to decide to extend time or refuse to extend time to give required information	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.54A(4)	Duty to give written notice of decision to extend or refuse to extend time und s 54A(3)	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.55(1)	Duty to give copy application, together with the prescribed information to every referral authority specified in the planning scheme	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP CCBS, Admin - P&B, HO		
s.57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	MCD, HSP, CSP, PSP, PP, AA, HO		
s.57(3)	Function of receiving name and address of persons to whom notice of decision is to go	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		

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Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO SSO, HO,		
s.57A(5)	Power to refuse to amend application	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.57A(6)	Duty to note amendments to application in register	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.57B(1)	Duty to determine whether and to whom notice should be given	CMCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.57B(2)	Duty to consider certain matters in determining whether notice should be given	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.57C(1)	Duty to give copy of amended application to referral authority	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.58	Duty to consider every application for a permit	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.58A	Power to request advice from the Planning Application Committee	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.60	Duty to consider certain matters	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s60(1A)	Power to consider certain matters	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
s.60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	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.		
s.61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
s.62(1)	Duty to include certain conditions in deciding to grant a permit	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
s.62(2)	Power to include other conditions	MCD, HSP, CSP, PSP, SSP, SP, SPA, SSO, SO			
s.62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, HO			

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
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, HSP,			
s.62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
s.63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO			
s.64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, SCL, STSP, CCBS, Admin - P&B, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	This provision applies also to a decision to grant an amendment to a permit - see s 75A		

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Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO	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 permit.	
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.69(1A)	Function of receiving application for extension of time to complete development	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.69(2)	Power to extend time	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		

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Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.70	Duty to make copy permit available in accordance with the public availability requirements	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.71(1)	Power to correct certain mistakes	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.71(2)	Duty to note corrections in register	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.73	Power to decide to grant amendment subject to conditions	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	In accordance with Council's Planning Committee Charter	
s.74	Duty to issue amended permit to applicant if no objectors	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, HO		
s.76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.76A(1)	Duty to give relevant determining referral authorities copy of an amended permit and copy of notice	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, CCBS, Admin - P&B, HO		
s.76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, CCBS, Admin - P&B, HO	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.	

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Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.83	Function of being respondent to an appeal	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.83B	Duty to give or publish notice of application for review	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin - P&B, HO		
s.84(1)	Power to decide on application at any time after an appeal is lodged against failure to grant a permit	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO	In accordance with Council's Planning Committee Charter.	
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.84(6)	Duty to issue permit on receipt of advice within 3 business days	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.84AB	Power to agree to confining a review by the Tribunal	MCD, HSP, CSP, PSP PP, AA, HOHO,		
s.86	Duty to issue a permit at order of Tribunal within 3 business days	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	MCS &C, MCD, HSP, CSP, CCS, CDC, PSP, PP, AA, HOHO,		
s.90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	MCS &C, MCD, HSP, CSP, CCS, PSP, PP, AA, CDC, PEO, HO, MCS&C		
s.91(2)	Duty to comply with the directions of VCAT	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.91(2A)	Duty to issue amended permit to owner if Tribunal so directs	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SO, HO		
s.92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.93(2)	Duty to give notice of VCAT order to stop development	MCD, HSP, CSP, , PSP, PP, AA, SSP, SP, CDC. PEO, HO		
s.95(3)	Function of referring certain applications to the Minister	GMCS&S, MCD, HSP, CSP		
s.95(4)	Duty to comply with an order or direction	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.96(1)	Duty to obtain a permit from the Minister to use and develop its land	Relevant Service Manager	In consultation with the MBPC.	
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 MBPC	
s.96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	MCD, HSP, MCF, CSP		
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, HSP, MCF, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
s.96F	Duty to consider the panel's report under s 96E	MCD, HSP		

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
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</i> 1996)	MCD, HSP, MCF, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
s.96H(3)	Power to give notice in compliance with Minister's direction	MCD, HSP, MCF, CSP		
s.96J	Duty power to issue permit as directed by the Minister	MCD, HSP, MCF, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
s.96K	Duty to comply with direction of the Minister to give notice of refusal	MCD, HSP, MCF, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
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, HSP		
s.97C	Power to request Minister to decide the application	GMCS&S, MCD, HSP, CSP		
s.97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	MCD, HSP, MCF, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, CCBS, Admin – P&B, HO		
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, HSP, CSP		
s.97G(6)	Duty to make a copy of permits issued under s 97F available in Accordance with the public availability requirements	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, SCL, STSP, CCBS, Admin – P&B, HO		
s.97L	Duty to include Ministerial decisions in a register kept under section 49	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, , SSO, SO, SPA, SCL, STSP, CCBS, Admin – P&B, HO		
s.97MH	Duty to provide information or assistance to the Planning Application Committee	MCD, HSP, CSP, PSP, PP, AA, HOHO,		
s.97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	MCD, HSP, CSP		

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.970	Duty to consider application and issue or refuse to issue certificate of compliance	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.97Q(4)	Duty to comply with directions of VCAT	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
s.97R	Duty to keep register of all applications for certificate of compliance and related decisions	MCD, HSP, CSP, PSP, SSP, SP, SPA, SSO, SO, SCL, STSP CCBS, Admin - P&B, HO		
s.98(1)&(2)	Function of receiving claim for compensation in certain circumstances	GMCS&S, MCD, HSP		
s.98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	GMCS&S, MCD, HSP		
s.101	Function of receiving claim for expenses in conjunction with claim	GMCS&S, MCD, HSP		
s.103	Power to reject claim for compensation in certain circumstances	GMCS&S, MCD, HSP		
s.107(1)	Function of receiving claim for compensation	GMCS&S, MCD, HSP		
s.107(3)	Power to agree to extend time for making claim	GMCS&S, MCD, HSP		
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	MCS&C, CCS, MCD, HSP, CSP, PSP, PP, AA, SSP, SP, CDC, PEO, HO		
s.117(1)(a)	Function of making a submission to the VCAT where objections are received	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, HO		

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.120(1)	Power to apply for an interim enforcement order where s 114 application has been made	MCS&C, CCS, MCD, HSP, CSP, CDC, PEO	Subject to prior discussion with the GMCS&S.		
s.123(1)	Power to carry out work required by enforcement order and recover costs	MCS&C, CCS, CDC, MCD, HSP, CSP			
s.123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	Not delegated.	Except Crown land.		
s.125(1)	Power to apply to any court of competent jurisdiction or to the tribunal for an injunction restraining any person from contravening an enforcement order or an interim enforcement order.	MCS &C MCD, HSP, CSP, CDC, CCS, MCS&C	Section 123 of the Victorian Civil and Administrative Tribunal Act 1998 applies on an application to the Tribunal.		
s.129	Function of recovering penalties	MCD, HSP, MCS&C, CCS, CSP, PSP, PP, AA, SSP, SP, SPA, CDC, PEO, SCL, STSP, CCBS, Admin – P&B, , LBSO, BSO(B&P), HO, LBSO			
s.130(5)	Power to allow person served with an infringement notice further time	MCD, HSP, CSP, PSP, PP, AA, CDC, PEO, MH&C, MCS&C, CCS, LBSO, HO, LBSO			
s.149A(1)	Power to refer a matter to the VCAT for determination	MCD, HSP, CSP CPD, MCS&C, CDC, CCS, HO			
s.149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	MCS &C, MCD, HSP, CSP, PSP, CDC, PP, AA, CCS, HO			
S.149B	Power to apply to the Tribunal for a declaration.	MCS &C, MCD, HSP, CSP, PSP, CDC, PP, AA, CCS, HO			
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, HSP, MCF, CSTP, STP	Where Council is the relevant planning authority.		

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.171(2)(f)	Power to carry out studies and commission reports	MCD, HSP, MCF, CSTP, STP			
s.171(2)(g)	Power to grant and reserve easements	MCD, HSP, CSP			
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, HSP, 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</i> 1987 requires something to be to the satisfaction of Council or Responsible Authority	MCD, HSP, CSP, PSP, PP, AA, HO			
	Power to give consent on behalf of Council, where an agreement made under s 173 of the <i>Planning and Environment Act</i> 1987 requires that something may not be done without the consent of Council or Responsible Authority	MCD, HSP, CSP, PSP, PP, AA, HO			
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, HSP, MCF			
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, HSP, MCF			

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	PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.178A(1)	Function of receiving application to amend or end an agreement	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SPA, SSO, SO, SCL, STSP, CCBS, Admin – P&B, HO		
s.178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	MCD, HSP, CSP, PSP, SSP, SP, SSO, SO, SPA, HO		
s.178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO		
s.178A(5)	Power to propose to amend or end an agreement	MCD, HSP, CSP, PSP, PP, AA SP, SSO, SO, SPA, HO		
s.178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO		
s.178B(2)	Duty to consider certain matters when considering proposal to end an agreement	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO		
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, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO		
s.178C(4)	Function of determining how to give notice under s 178C(2)	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO		
s.178E(1)	Duty not to make decision until after 14 days after notice has been given	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO		
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO	If no objections are made under s 178D. Must consider matters in s 178B.	
s.178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO	If no objections are made under s178D Must consider matters in s78B	

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	PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.178E(2)(c)	Power to refuse to amend or end the agreement	MCD, HSP, CSP, PSP, PP, AA SSP, SP, SSO, SO, SPA, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO	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, HSP, CSP,	After considering objections, submissions and matters in s.178B.	
s.178E(3)(d)	Power to refuse to amend or end the agreement	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO	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, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
s.178F(2)	Duty to give notice of its decision under s 78E(2)(c) or (3)(d)	MCD, HSP, CSP,		
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, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
s.178G	Duty to sign amended agreement and give copy to each other party to the agreement	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
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, HSP, CSP,		
s.178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		

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	PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
s.181	Duty to apply to the Registrar of Titles to record the agreement	MCD, HSP, CSP,		
s.181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
s.181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, HO		
s.182	Power to enforce an agreement	MCS &C, MCD, HSP, CSP, CDC, PEO, CCS		
s.183	Duty to tell Registrar of Titles of ending/amendment of agreement	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, SSO, SO, HO		
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, HSP, CSP, PSP, SSP, SP, SSO, SO, SPA, HO		
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, HSP, CSP, PSP, PP, AA, SSP, SSP, SP, SSO, SO, SPA, HO		
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, HSP, CSP, PSP, PP, AA, SSP, SSP, SP, SSO, SO, SPA, HO		
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, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA, SCL, STSP, Admin – P&B, HO		
s.184G(2)	Duty to comply with a direction of the Tribunal	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SSO, SO, SPA,, HO		

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.184G(3)	Duty to give notice as directed by the Tribunal	MCD, HSP, CSP, PSP, PP, AA, SSPM, SP, SSO, SO, SPA, SCL, STSP, Admin – P&B, HO			
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, HSP, CSP			
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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, HO			
-	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, HSP, CSP, PP, PSP, PP, AA, SSP, SP, SPA, HO			
-	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, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, HO			
-	Power to give written authorisation in accordance with a provision of a planning scheme	MCD, HSP, CSP, PSP, PP, AA, SSP, SP, SPA, HO			
-	Power to respond to the Minister / State Government with respect to planning permit applications and approvals being considered under Clauses 52.20, 53.19, 53.20, 53.13, 53.22 and 53.23 of the Darebin Planning Scheme	MCD, HSP, CSP			

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
-	Power to respond to the Minister / State Government with respect to planning permit applications being considered because the Minister is the responsible authority under Clause 72.01 of the Darebin Planning Scheme	MCD, HSP, CSP	
-	Power to respond to the Minister / State Government with respect to State Projects approvals referred to Council under Clauses 52.03, 52.30, 52.35, 52.36, 53.21 of the Darebin Planning Scheme	MCD, MCF, HSP, CSP, CSTP	
-	Power to respond to the Minister / State Government with respect to combined Planning Scheme amendments / permit applications under section 96	MCD, MCF, HSP, CSP, CSTP	
-	Power to respond to the Minister / State Government with respect to Planning Scheme Amendments	MCD, MCF, HSP, CSP, CSTP	
-	Power to respond to the Minister / State Government when a planning matter has been informally referred to Council	MCD, MCF, HSP, CSP, CSTP	
-	Power to respond to the Minister / State Government when they give notice to Council of a planning permit application that they are assessing.	MCD, MCF, HSP, CSP, CSTP	
s.201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	MCD, HSP, MCF	
s.201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under S 201UAB(1) as soon as possible	MCD, HSP, MCF	

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	RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
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, HPO, SEHO, CHP, EHT		
s.522(1)	Power to give a compliance notice to a person	MCD, HPO, SEHO, CHP, EHT		
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, GMCS&S		
s.526(5)	Duty to keep record of entry by authorised officer under s 526	MCD, CHP, BSO(HP)		
s.526A(3)	Function of receiving report of inspection	MCD, HPO, BSO(HP), CHP, SEHO, EHT		
s.527	Power to authorise a person to institute proceedings (either generally or in a particular case)	MCD, CHP		

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Item 9.5 Appendix D Page 290

	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, GMIO&F, MBPC, MCF	Obtain consent in circumstances specified in section 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, GMIO&F, MBPC		
s.11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	GMCS&S, GMIO&F, MBPC, MCF	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, GMIO&F, MBPC, MCF	Where Council is the coordinating road authority.	
s.12(2)(b)	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	GMCS&S, GMIO&F, MBPC		
s.12(10)	Duty to notify of decision made	GMIO&F, MBPC	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, GMIO&F, MBPC	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, MCF, GMIO&F, MBPC		
s.14(7)	Power to appeal against a decision of the Head, Transport for Victoria	GMCS&S, MCF, CST, GMIO&F, MBPC		
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, GMIO&F, GMIO&F, MBPC		
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, GMIO&F		
s.15(2)	Duty to include details of arrangement in public roads register	GMCS&S, GMIO&F, MBPC, MCF		
s.16(7)	Power to enter into an arrangement under s 15	GMCS&S, GMIO&F		
s.16(8)	Duty to enter details of determination in the public roads register	GMCS&S, GMIO&F, MBPC, MCF		
s.17(2)	Duty to register public road in public roads register	GMCS&S, GMIO&F, MBPC, MCF	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, GMIO&F, MBPC, MCF	Where Council is the coordinating road authority.	

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	ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.17(3)	Duty to register a road reasonably required for general public use in public roads register	GMCS&S, GMIO&F, MBPC, MCF	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, GMIO&F, MBPC, MCF	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	GMIO&F, GMCS&S, MBPC, MCF	Where Council is the coordinating road authority.	
s.18(1)	Power to designate ancillary area	GMCS&S, GMIO&F	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	GMIO&F, MBPC	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	GMIO&F, MBPC		
s.19(4)	Duty to specify details of discontinuance in public roads register	GMIO&F, MBPC		
s.19(5)	Duty to ensure public roads register is available for public inspection	GMIO&F, MBPC		
s.21	Function of replying to request for information or advice	GMCS&S, GMIO&F, CFO, MBPC, CAS, MCF, CST	Obtain consent in circumstances specified in s 11(2).	
s.22(2)	Function of commenting on proposed direction	GMCS&S, GMIO&F		
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, GMIO&F		
s.22(5)	Duty to give effect to a direction under s 22.	GMCS&S, GMIO&F		
s.40(1)	Duty to inspect, maintain and repair a public road.	GMCS&S, GMIO&F, CFO, MOW, CG&C MBPC, CAS, CI&FM, MCF, CST		
s.40(5)	Power to inspect, maintain and repair a road which is not a public road	GMCS&S, GMIO&F, CFO, MOW, MBPC, CAS, MCF, CST		
s.41(1)	Power to determine the standard of construction, inspection, maintenance and repair	GMCS&S, GMIO&F, CFO, MBPC, CAS, MOW, MCF, CST		
s.42(1)	Power to declare a public road as a controlled access road	GMCS&S, MCF, CST	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, MCF	Power of coordinating road authority and. Sch 2 also applies.	

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	ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	GMIO&F, GMCS&S, MBPC, MCF	Where Council is the coordinating road authority. If road is a municipal road or part thereof.	
s.42A(4)	Power to approve the Minister's decision to specify a road as a specified freight road	GMCS&S, MCF, CST	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, GMIO&F, MCF, MOW	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, GMIO&F, MOW, MCF		
s.49	Power to develop and publish a road management plan	MOW, MBPC, MCF		
s.51	Power to determine standards by incorporating the standards in a road management plan	MOW & MBPC, MCF		
s.53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	GMCS&S, GMIO&F, MOW, MBPC, MCF		
s.54(2)	Duty to give notice of proposal to make a road management plan	GMCS&S, GMIO&F, MOW, MBPC, MCF		
s.54(5)	Duty to conduct a review of road management plan at prescribed intervals	GMCS&S, GMIO&F, MOW, MCF		
s.54(6)	Power to amend road management plan	GMCS&S, GMIO&F, MOW, MCF		
s.54(7)	Duty to incorporate the amendments into the road management plan	GMCS&S, GMIO&F, MOW, MCF		
s.55(1)	Duty to cause notice of road management plan to be published in the Victoria Government Gazette and newspaper	GMCS&S, GMIO&F, MOW, MBPC, MCF		
s.63(1)	Power to consent to conduct of works on road	GMIO&F, MBPC, MOW, MCF, CST, TLTSP, TLTSA, STE, TE	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	GMCS&S, GMIO&F, MBPC, MOW, CIM&S, MCF, CST	Where Council is the infrastructure manager.	
s.64(1)	Duty to comply with cl 13 of Sch 7	GMIO&F, MBPC, MOW	Where Council is the infrastructure manager or works manager.	
s.66(1)	Power to consent to structure etc	GMCS&S, GMIO&F, MCF, MBPC	Where Council is the coordinating road authority.	

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Item 9.5 Appendix D Page 293

	ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	GMCS&S, GMIO&F, MCD, HSP, MCF, MCF, MBPC	Where Council is the coordinating road authority.	
s.67(3)	Power to request information	GMCS&S, GMIO&F, MCD, HSP, MCF, MCF, MBPC, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.	
s.68(2)	Power to request information	GMCS&S, GMIO&F, MCD, HSP, MCF, MBPC, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.	
s.71(3)	Power to appoint an authorised officer	CEO, GMG&E		
s.72	Duty to issue an identity card to each authorised officer	GMC&C, EMGRCE		
s.85	Function of receiving a report from an authorised officer	GMCS&S, GMIO&F		
s.86	Duty to keep a register re s 85 matters	GMIO&F		
s.87(1)	Function of receiving complaints	GMCS&S, GMIO&F		
s.87(2)	Duty to investigate complaint and provide report	GMCS&S, GMIO&F		
s.96	Power to authorise a person for the purpose of instituting Legal proceedings	GMCS&S, GMIO&F		
s.112(2)	Power to recover damages in court	GMCS&S, GMIO&F		
s.116	Power to cause or carry out inspection	GMIO&F, MBPC, MOW, MCF		
s.119(2)	Function of consulting with the Head, Transport for Victoria	GMCS&S, GMIO&F, MCF, MBPC, CST		
s.120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	GMCS&S, GMIO&F, MBPC, MOW, MCF, CST		
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)	GMCS&S, GMIO&F, MBPC, MOW, MCF, CST, TLTSP, TLTSA, STE, TE		
s.121(1)	Power to enter into an agreement in respect of works	GMCS&S, GMIO&F, MBPC, MOW, CIM&S, MG&P, MCF, CST		
s.122(1)	Power to charge and recover fees	GMCS&S, GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE		

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	ROAD MANAG	SEMENT ACT 2004	
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.123(1)	Power to charge for any service	GMCS&S, GMIO&F, MCF, MBPC, MOW, CIM&S, CST, TLTSP, TLTSA, STE, TE	
Sch 2 Cl 2(1)	Power to make a decision in respect of controlled access roads	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE	
Sch 2 Cl 3(1)	Duty to make policy about controlled access roads	GMCS&S, MCF	
Sch 2 Cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	GMCS&S, MCF	
Sch 2 Cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	GMCS&S, MCF	
Sch 2 Cl 5	Duty to publish notice of declaration	GMCS&S, GMIO&F, MCF, MG&P	
Sch 7 Cl 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, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE	Where Council is the infrastructure manager or works manager.
Sch 7 Cl 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, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, TE	Where Council is the infrastructure manager or works manager.
Sch 7 Cl 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, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, TE	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure.
Sch 7 Cl 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, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, TE	Where Council is the infrastructure manager or works manager.
Sch 7 Cl 10(2)	Where Sc 7 Cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, TE	Where Council is the infrastructure manager or works manager.

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	ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
Sch 7 Cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA	Where Council is the coordinating road authority.	
Sch 7 Cl 12(3)	Power to take measures to ensure reinstatement works are completed	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA	Where Council is the coordinating road authority.	
Sch 7 Cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA	Where Council is the coordinating road authority.	
Sch 7 Cl 12(5)	Power to recover costs	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA	Where Council is the coordinating road authority.	
Sch 7 Cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Sch 7, Cl 13(2)	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM	Where Council is the works manager.	
Sch 7 Cl 13(2)	Power to vary notice period	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM	Where Council is the coordinating road authority.	
Sch 7 Cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under Sch 7, Cl 13(1)	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST	Where Council is the infrastructure manager.	
Sch 7 Cl 16(1)	Power to consent to proposed works	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7 Cl 16(4)	Duty to consult	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA	Where Council is the coordinating road authority, responsible authority or infrastructure manager.	
Sch 7 Cl 16(5)	Power to consent to proposed works	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7 Cl 16(6)	Power to set reasonable conditions on consent	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7 Cl 16(8)	Power to include consents and conditions	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.	

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	ROAD MANAGEMENT ACT 2004					
Column 1	Column 2	Column 3	Column 4			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS			
Sch 7 Cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	GMCS&S, GMIO&F, MCF, MBPC, MOW, CIM&S, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.			
Sch 7 Cl 18(1)	Power to enter into an agreement in relation to	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.			
Sch 7 Cl 19(1)	Power to give notice requiring rectification of works	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA	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, GMIO&F, MCF, MBPC, MOW, CI&FM, CST	Where Council is the coordinating road authority.			
Sch 7 Cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	GMCS&S, GMIO&F, MCF, MBPC, MOW, CI&FM, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority.			
Sch 7A Cl 2	Power to cause street lights to be installed on roads	GMCS&S, GMIO&F, MCF, MBPC, CST, TLTSP, TLTSA, TPL	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road.			
Sch 7A Cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	GMCS&S, GMIO&F, MCF, MBPC, CST, TLTSP, TLTSA, TPL	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, GMIO&F MCF, MBPC, CST, TLTSP, TLTSA, TPL	Where Council is the responsible road authority.			
Sch 7A CI (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, GMIO&F, MCF, MBPC, CST, TLTSP, TLTSA, TPL	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).			

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	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, HSP, MCF, CSTP, CSP, PSP, PP, AA, SSP, SP, STP, HO				
r.25(a)	duty to make copy of matter considered under s 60 (1A)(g) in accordance with the public availability requirements	MCD, HSP, MCF, CSTP, CSP, PSP, PP, AA, SSP, SSO, SO, SP, SPA, STP, HO	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 in accordance with the public availability requirements	MCD, HSP, MCF, CSTP, CSP, PSP, PP, AA, SSP, SSO, SO, SP, SPA, STP, SCL, STSP, CCBS, Admin - P&B, HO	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.			

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	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, HSP, CSP				
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, HSP, CSP				

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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, CHP, SEHO		
r 10	Function of receiving application for registration	CHP, SEHO, HPO, EHT, BSO(HP)		
r 11	Function of receiving application for renewal of registration	CHP, SEHO, HPO, EHT, BSO(HP)		
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	CHP, SEHO, HPO		
r 12(1)	Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations	MCD, CHP, SEHO		
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	CHP, SEHO, HPO, EHT, BSO(HP)		
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	MCD, CHP, SEHO		
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	MCD, CHP, SEHO, HPO		
r 12(4) & (5)	Duty to issue certificate of registration	CHP, SEHO, HPO, EHT, BSO(HP)		
r 14(1)	Function of receiving notice of transfer of ownership	CHP, SEHO, HPO, EHT, BSO(HP)		
r 14(3)	Power to determine where notice of transfer is displayed	CHP, SEHO, HPO, EHT,		
r 15(1)	Duty to transfer registration to new caravan park owner	CHP, SEHO, HPO, EHT, BSO(HP)		
r 15(2)	Duty to issue a certificate of transfer of registration	CHP, SEHO, HPO, EHT, BSO(HP)		
r 15(3)	Power to determine where certificate of transfer of registration is displayed	CHP, SEHO, HPO, EHT,		
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	CHP		
r 17	Duty to keep register of caravan parks	CHP, SEHO, HPO, EHT, BSO(HP)		

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	RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024					
Column 1	Column 2	Column 3	Column 4			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS			
r 21(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	CHP, SEHO, HPO				
r 21(2)	Duty to consult with relevant emergency services agencies	CHP, SEHO				
r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	CHP, SEHO, HPO, EHT				
r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	CHP, SEHO, HPO, EHT				
r 24(2)	Power to consult with relevant floodplain management authority	MCD, CHP, SEHO				
r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	CHP				
r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	CHP, SEHO				
r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	CHP, SEHO				
r 39(3)	Function of receiving installation certificate	CHP, SEHO				
r 45(3)	Power to determine places in which caravan park owner must display name and telephone number of an emergency contact person	CHP, SEHO, HPO, EHT				
r 45(5)	Power to determine places in which caravan park owner must display the certificate of registration or certificate of renewal of registration, the plan of the caravan park and a copy of the caravan park rules	CHP, SEHO, HPO, EHT				

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	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	GMIO&F, MOW				
r.9(2)	duty to produce written report of review of the road management plan and make report available	GMIO&F, MOW				
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)	GMIO&F, MOW	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	GMIO&F, MOW, MBPC				
r.13(1)	duty to publish notice of amendments to road management plan	GMIO&F, MOW	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	GMIO&F, MOW				
r.16(3)	power to issue a permit	MBPC, MOW, CI&FM, MCF, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority			
r.18(1)	power to give written consent re damage to road	GMCS&S, MCF, MOW	Where Council is the coordinating road authority			
r.23(2)	power to make a submission to Tribunal	GMCS&S, MCS&C, MCF	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, MCF, CST, TLTSP, TLTSA, STE, TE	Where Council is the coordinating road authority			
r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	MOW, CWO, MCF	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))	MOW, CWO, MCF	Where Council is the responsible road authority.			
r.25(5)	power to recover in the Magistrates' Court, expenses from the person responsible	MOW, CWO, Service Manager or Coordinator				

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ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015						
Column 1	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	MBPC, MCF, CST	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	MBPC, MCF, CST, TLTSP, TLTSA, STE	Where Council is the coordinating road authority.			

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Item 9.5 Appendix D Page 303



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:

- 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 HSP	means	Assistant Manager City Development Head of Statutory Planning	
BSO(B&P)	means	Business Support Officer (Business and Performance)	
BSO(HP)	means	Business Support Officer (Health Protection)	
CAS	means	Coordinator Asset Strategy	
CCC <u>S</u> CCS	means	Coordinator Civic Compliance City Safety	
CCBS	<u>means</u>	Coordinator Customer & Business Services (Planning & Building)	
CDC	means	Coordinator Development Compliance	
CEO	means	Chief Executive Officer	
CFO	Means	Chief Finance Officer	
CHP	means	Coordinator Health Protection	
CI&FM	means	Coordinator Infrastructure and Fleet Maintenance	
CPD	means	Coordinator Priority Development	
CSP	means	Coordinator Statutory Planning	
CSTP	means	Coordinator Strategic Planning	
CST	Means	Coordinator Sustainable Transport	
CW&DRRC	means	Coordinator Waste Services & DRRC	
EHT	Means	Environmental Health Technician	
<u>EMGRCE</u>	means	Executive Manager Governance, Risk, Communications & Engagement	
GMC	means	General Manager Community	
GMCS&S	means	General Manager City Sustainability and Strategy	
GMC&C	means	General Manager Customer & Corporate	
GMIO&F	means	General Manager Infrastructure, Operations & Finance	
HED&A	means	Head of Economic Development & Activation	
HGR	means	Head of Governance & Risk	

Acronym		Title	
<u>HO</u>	means	Heritage Officer	
HPO	means	Health Protection Officer	
HA	means	Heritage Advisor	
<u>LBSO</u>	means	Lead Business Support Operations	
MBS	means	Municipal Building Surveyor	
MC&MPMBPC	means	Manager Buildings, Property & Capital & Major Projects	
MCD	means	Manager City Development	
MCF	means	Manager City Futures	
MCS&C	means	Manager City Safety & Compliance	
MCC&ED	means	Manager Creative Culture & Economic Development	
MCWMOW	means	Manager City WorksOperations & Waste	
MCE&ST	means	Manager Climate Emergency &Sustainable Transport	
MG&C	means	Manager Governance & Communications	
PIO PEO	means	Planning Investigation Enforcement Officer	
PDPPP	means	Priority DevelopmentPrincipal Planner	
PSP	means	All Principal Statutory Planners	
SCL	means	Subdivision Customer Liaison	
Service Manager or Coordinator	means	The Manager or Coordinator responsible for Council service or facility	
SEHO	means	Senior Environmental Health Officer	
SO	means	Subdivision Officer	
SP	means	All Statutory Planners	
SPA	means	Statutory Planning Assistants	
TLDC <u>CDC</u>	means	Team Leader Coordinator Development Compliance	
SSO	means	Senior Subdivision Officer	
SSP	means	All Senior Statutory Planners	
STDPSTSP	means	Student Statutory Planner	
STE	means	Senior Transport Engineer	
STP	means	All Strategic Planners	
TE	means	All Transport Engineers	
TLCPPTPL	means	Team Leader Community Projects and Programs Transport Project Lead	
TLL&AM	means	Team Leader Local Laws & Animal Management	
TLTPTLTSP	means	Team Leader Transport Planning Strategy & Programs	
TLTS1TLTSA	means	Team Leader Transport Safety & Access	

- 3. declares that:
- 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 202452025; and
- 3.2 the delegation:
 - 3.2.1 comes into force immediately when the common seal of Council is affixed to this Instrument

	of Delegation or where the Chief Executive Officer of Council is authorised under resolution, the Chief Executive Officer executes the Instrument of Delegation;
3.2.2	revokes the delegation issued by Council on 25-16 September 20232024;
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 $\frac{1}{2}$
3.2.5	must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
3.3 the del	egate 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	if 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 DAREBIN CITY was affixed on with the author	COUNCIL)
Signed by the	Mayor in the presence of)
Witness	
Date:	
Signed by the	Chief Executive Officer of Council in the presence of)
Witness	

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION STANDARDS) REGULATIONS 2024	

	DOMESTIC ANIMALS ACT 1994				
Column 1	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&PLBSO, TLL&AM, CCCCCS	Council may delegate this power to a Council authorised officer.		

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	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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	If s 19(1) applies.		
s.19(3)	power to direct by written order that the food premises not be kept or	CEO	If s 19(1) applies.		
	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		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, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site or otherwise	GMCS&S, MCD, CHP, SEHO, HPO, EHT	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	SEHO, HPO, CHP, EHT	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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	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 delegated	Note: the power to direct the matters under s 19AA		
	not removed from the premises		(4) (a) and (b) is not capable of delegation and so such directions must be made by a Council resolution.		
			Only in relation to temporary food premises or mobile food premises		
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, SEHO, HPO, EHT	Where Council is the registration authority.		
s.19CB(4)(b)	power to request a copy of records	CHP, SEHO, HPO, EHT,	Where Council is the registration authority.		

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	FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.19E(1)(d)	power to request a copy of the food safety program	CHP, SEHO, HPO, EHT	Where Council is the registration authority.	
s.19EA (3)	Function of receiving copy of revised food safety program	CHP, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority.	
s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	CHP, SEHO, HPO, EHT	Where Council is the registration authority Only in relation to temporary food premises or mobile food premises Subject to s 19FA(2), which requires a time limit for compliance to be specified	
s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	CHP, SEHO, HPO	Where Council is the registration authority Only in relation to temporary food premises or mobile food premises Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))	
s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	CHP	Where Council is the registration authority Only- in relation to temporary food premises or mobile food premises	
s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	CHP	Where Council is the registration authority Only- in relation to temporary food premises or mobile food premises	
s.19GB	power to request a proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	CHP, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority.	
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	CHP, SEHO, HPO	Where Council is the registration authority.	
s19IA(2)	Duty to give written notice to the proprietor of the premises	CHP, SEHO, HPO	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, SEHO, HPO, EHT	Where Council is the registration authority.	
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FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s19N (2)	Function of receiving notice from the auditor	CHP, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority.
s.19NA(1)	power to request food safety audit reports	CHP, SEHO, 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 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, SEHO, 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, SEHO, 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, SEHO, HPO, EHT	Where Council is the registration authority.
	power to register or renew the registration of a food premises	CHP, SEHO, 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, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority
s.36B	duty to pay the charge for use of online portal	CHP, SEHO, 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	CHP, S <u>EHO</u> HE, HPO, EHT	Where Council is the registration authority.
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.
s.38A(4)	power to request a copy of a completed food safety program template	CHP, SEHO, 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, SEHO, HPO, EHT	Where Council is the registration authority.
s.38B(1)(b)	duty to ensure proprietor has complied with requirements of s 38A	CHP, SEHO, HPO, EHT	Where Council is the registration authority.

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FOOD ACT 1984				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.38B(2)	duty to be satisfied of the matters in s 38B(2)(a)-(b)	CHP, SEHO, HPO, EHT	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, SEHO, HPO, EHT	Where Council is the registration authority.	
s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	CHP, SEHO, HPO, EHT	Where Council is the registration authority.	
s.38D(3)	power to request copies of any audit reports	CHP, SEHO, 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, SEHO, HPO, EHT	Where Council is the registration authority.	
s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	CHP, SEHO, 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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	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, SEHO, HPO, EHT	Where Council is the registration authority	
s.39A	power to register or renew the registration of a food premises despite minor defects	CHP, SEHO, 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, SEHO, HPO, EHT		
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	CHP, SEHO, HPO, EHT	Where Council is the registration authority	
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</i> 2008	СНР	Where Council is the registration authority.	
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FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.40C(2)	power to grant or renew the registration of food premises for a period of less than 1 year	CHP, SEHO, 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, SEHO, HPO, EHT, BSO(HP)	
s. 40F	power to cancel registration of food premises	CHP, SEHO, HPO, EHT, BSO(HP)	Where Council is the registration authority
s. 43	Duty to maintain records of registration	CHP, SEHO, HPO, EHT, BSO(HP)	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, SEHO, HPO, EHT	Where Council is the registration authority.
s.43F(7)	power to register the components of the food business that meet	CHP, SEHO, HPO, EHT	Where Council is the registration authority.
	requirements in Division 3 and power to refuse to register the components that do not meet the requirements		Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s.45AC	Power to bring proceedings	CHP, SEHO	
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, SEHO	Where Council is the registration authority. In consultation with the GMCS&S.

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	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, AMCDHSP	Must first obtain the Executive Director's written consent. Council can only sub-delegate if the instrument of delegation from the Executive Director authorises sub- delegation. 'Executive Director' means the Executive Director of Heritage Victoria.		

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LOCAL GOVERNMENT ACT 1989				
Column 1	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.	

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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, AMCDHSP, 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, <u>CSTP</u> AMCD <u>HSP</u> , 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 <u>, STP</u> , MCD, HSP, PP AA, SSP, SP, HO, Admin - P&B		
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, <u>CSTP,</u> MCD, <u>AMCDHSP</u>		
s.8A(5)	function of receiving notice of the Minister's decision	GMCS&S, MCF, MCD, <u>CSTP</u> <u>AMCDHSP</u>		
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		
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, AMCDHSP, MCF, CSP, CPD		

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	PLANNING AND ENVI	RONMENT ACT 1987	
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.17(1)	duty of giving a copy of an amendment to the planning scheme	MCF, CSTP, STP, SCL, STDPSTSP, CCBS, Admin - P&B	
s.17(2)	duty of giving a copy of a s 173 agreement	MCD, AMCDHSP, MCF, CSTP, CPD, PSP, PDPPP, AA, SSP, SP, STP, HA, HO	
s.17(3)	duty of giving a copy of amendment, explanatory report and relevant documents to Minister within 10 business days	GMCS&S, MCD, MCF, CSTP, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, HA, HO, HO, HO, HO,	
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 HSP, CSTP MCF	
s.19	function of receiving notice of preparation of an amendment to a planning scheme	GMCS&S, MCF <u>, CSTP</u> MCD, <u>AMCDHSP</u> ,	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 an 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 s19	GMCS&S, MCD, <u>CSTP</u> <u>AMCDHSP</u> , MCF	Where Council is a Planning authority

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	PLANNING AND ENVI	RONMENT ACT 1987	
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.20(2) GMCS&S	Power to apply to Minister for a planning scheme amendment exemption from the requirements of s19	GMCS&S	To allow officers to apply to Minister to carry out an 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 s19	GMCS&S	For the purposes of applying an interim heritage overlay to facilitate suspension of a demolition permit in accordance with s29B of the Building Act 1993.
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	
s.24	function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	MCD, AMCDHSP, MCF CSP, CPD, CSTP, PSP, PDPPP, AA, SSP, SP, STP_HA, HO	
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, AMCDHSP, MCF, CSP, CPD, CSTP, PSP, PDPPP, AA, SSP, SP, STP_HA, HO	

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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, AMCDHSP, MCF			
s.28 (1)	duty to notify Minister if abandoning an amendment	GMCS&S, MCD, AMCDHSP, 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, AMCDHSP			
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, AMCDHSP			
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.		

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.46AW	function of being consulted by the Minister	GMCS&S, MCD, AMCDHSP, MCF	Where Council is a responsible public entity.		
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, AMCDHSP, MCF	Where Council is a responsible public entity.		
s.46AZC(2)	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, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP, MCF			
s.46GN(1)	duty to arrange for estimates of values of inner public purpose land	GMCS&S, MCD, AMCDHSP, MCF, CFO			
s.46GO(1)	duty to give notice to owners of certain inner public purpose land	GMCS&S, MCD, AMCDHSP, MCF			
s.46GP	function of receiving a notice under s 46GO	GMCS&S, MCD, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP, MCF, CSTP			

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, AMCDHSP, MCF, CSTP	
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, AMCDHSP, 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 valuergeneral, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	GMCS&S, MCD, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP, MCF, CFO	
<u>s</u> .46GT(6)	function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	GMCS&S, MCD, AMCDHSP, 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, AMCDHSP, MCF, CFO	Where Council is the collecting agency
s.46GV(3)(b)	power to enter into an agreement with the applicant	GMCS&S, MCD, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP, MCF, CSTP	

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	PLANNING AND ENVI	RONMENT ACT 1987	
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP , CSP, CPD	Where Council is the collecting agency
s.46GY(1)	duty to keep proper and separate accounts and records	GMCS&S, MCD, AMCDHSP, CFO	Where Council is the collecting agency
s.46GY(2)	duty to keep the accounts and records in accordance with the Local Government Act 2020	GMCS&S, MCD, AMCDHSP, CFO	Where Council is the collecting agency
<u>s</u> .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, AMCDHSP	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, AMCDHSP	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, AMCDHSP	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, AMCDHSP	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				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
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, AMCDHSP	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, AMCDHSP	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, AMCDHSP, 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, AMCDHSP, CFO	If any inner public purpose land is vested in Council under the <i>Subdivision Act</i> 1988 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, AMCDHSP	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, AMCDHSP, 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 Local Government Act 2020	MCD, AMCDHSP, 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, AMCDHSP	Where Council is a development agency under an approved infrastructure contributions plan	
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, AMCDHSP, EMGRCEMG&C, HGR	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	

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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, AMCDHSP	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, AMCDHSP	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, AMCDHSP	Where Council is the collecting agency under an approved infrastructure contributions pan		
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, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP, CFO	Where Council is the development agency under an approved infrastructure contributions plan		
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, AMCDHSP, CFO	Where Council is the development agency under an approved infrastructure contributions plan		
s.46GZF(3)	Function of receiving proceeds of sale	MCD, AMCDHSP, 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		

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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, AMCDHSP, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZF <u>(6)</u>	duty to make the payments under section46GZF(4) in accordance with s 46GZF(6)(a) and (b)	CFO, MCD, AMCDHSP	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, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP, CFO	
s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SSO	
s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	MCD, AMCDHSP, MCF, CSP, CPD	
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	MCD, AMCDHSP, MCF, CSP, CPD	
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, AMCDHSP, 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, AMCDHSP, 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, AMCDHSP, MCF	
s.46Q(1)	duty to keep proper accounts of levies paid	MCD, AMCDHSP, MCF	

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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, AMCDHSP, 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, AMCDHSP, 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, <u>AMCDHSP</u> , CSTP, CSP, <u>CPD</u> , <u>MC&MPMBPC</u>	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, AMCDHSP , 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, AMCDHSP, MCF	Must be done in accordance with Part 3.		
s46Q(4)(e)	duty to expend that amount on other works etc.	MCD, AMCDHSP, MCF, MC&MPMBPC	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, AMCDHSP, MCF			
s.46QD	duty to prepare report and give a report to the Minister	GMCS&S, MCD, AMCDHSP, MCF	Where Council is a collecting agency or development agency.		
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			

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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 requirement	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SSO_HA, HO			
s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	MCD, AMCDHSP, CSP, CPD, PSP, SSP, SP, SPA, SO, SSO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO			
s.49(2)	duty to make register available for inspection in accordance with the public availability requirements	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SSO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO			
s.50(4)	duty to amend applications	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SSO_HA, HO			
s.50(5)	Power to refuse to amend application	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SSO_HA, HO			
s.50(6)	Duty to make note of amendment to application in register	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SSO_HA, HO			
s.50A(1)	power to make amendment to application	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SSO_HA, HO			
s.50A(3)	power to require applicant to notify owner and make a declaration that notice has been given	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SSO. HA, HO			

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.50A(4)	duty to note amendment to an application in register	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SSO, SCL, STDPSTSP, Admin – P&B HA, HO		
s.51	duty to make a copy of an application available for inspection in accordance with the public availability requirements	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO_SO, SCL, STDPSTSP, Admin - P&B_HA, HO		
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.52(1)(b)	duty to give notice of the application to other municipal Council where appropriate	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, HA, HO		
s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, HA, HO		
s.52(1)(d)	duty to give notice of the application to other persons who may be detrimentally effected	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.52(3)	power to give any further notice of an application where appropriate	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.53(1)	power to require the applicant to give notice under s 52(1) to persons specified by it	MCD, AMCDHSP, CSP, CPD, PSP, SSP, SP, SPA, SSO, SO, HA, HO	
s.53(1A)	power to require the applicant to give the notice under s 52(1AA)	MCD, AMCDHSP, CSP, CPD, PSP, SSP, SP, SPA, SSO, SO, HA, HO	
s.54(1)	power to require the applicant to provide more information	CHP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	
s.54(1A)	duty to give notice in writing of information required under s 54(1)	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	
s.54(1B)	duty to specify the lapse date for an application	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	
s.54A(3)	power to decide to extend time or refuse to extend time to give required information	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	
s.54A(4)	duty to give written notice of decision to extend or refuse to extend time und s 54A(3)	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	
s.55(1)	duty to give copy application, together with the prescribed information to every referral authority specified in the planning scheme	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	
s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, HA, HO,HO,	
s.57(3)	function of receiving name and address of persons to whom notice of decision is to go	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	

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s.57(5)	duty to make -a copy of all objections available in accordance with the public availability requirements	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO		
s.57A(4)	duty to amend application in accordance with applicant's request, subject to s 57A(5)	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO SSO, HA, HO, HO,		
s.57A(5)	power to refuse to amend application	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.57A(6)	duty to note amendments to application in register	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO		
s.57B(1)	duty to determine whether and to whom notice should be given	CMCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.57B(2)	duty to consider certain matters in determining whether notice should be given	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO_HA, HO		
s.57C(1)	duty to give copy of amended application to referral authority	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO		
s.58	duty to consider every application for a permit	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO_HA, HO		
s.58A	power to request advice from the Planning Application Committee	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		

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s.60	duty to consider certain matters	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s60(1A)	power to consider certain matters	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.60(1B)	duty to consider number of objectors in considering whether use or development may have significant social effect	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006. In accordance with Council's Planning Committee Charter.	
s.61(2)	duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.62(1)	duty to include certain conditions in deciding to grant a permit	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO. HA, HO		
s.62(2)	power to include other conditions	MCD, AMCDHSP, CSP, CPD, PSP, SSP, SP, SPA, SSO, SO		

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s.62(4)	duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, HA, HO			
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
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, AMCDHSP,			
s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.63	duty to issue the permit where made a decision in favour of the application (if no one has objected)	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.64(1)	duty to give notice of decision to grant a permit to applicant and objectors	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	This provision applies also to a decision to grant an amendment to a permit – see s 75		

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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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO_HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B_HA, HO	
s.66(1)	duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	
s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	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 permit.
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	

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s.69(1A)	function of receiving application for extension of time to complete development	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B_HA, HO			
s.69(2)	power to extend time	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.70	duty to make copy permit available in accordance with the public availability requirements	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO			
s.71(1)	power to correct certain mistakes	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.71(2)	duty to note corrections in register	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B_HA, HO			
s.73	power to decide to grant amendment subject to conditions	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	In accordance with Council's Planning Committee Charter		
s.74	duty to issue amended permit to applicant if no objectors	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, HA, HO			
s.76	duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO			

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.76A(1)	duty to give relevant determining referral authorities copy of an amended permit and copy of notice	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, CCBS, Admin - P&B, HA, HO			
s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, CCBS, Admin - P&B, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.83	function of being respondent to an appeal	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.83B	duty to give or publish notice of application for review	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B_HA, HO			
s.84(1)	power to decide on application at any time after an appeal is lodged against failure to grant a permit	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	In accordance with Council's Planning Committee Charter.		

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	PLANNING AND ENVIRONMENT ACT 1987				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.84(6)	duty to issue permit on receipt of advice within 3 business days	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.84AB	power to agree to confining a review by the Tribunal	MCD, AMCDHSP, CSP, CPD, PSP PDPPP, AA, HA, HO, HO,			
s.86	duty to issue a permit at order of Tribunal within 3 business days	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	MCS &C, MCD, AMCDHSP, CSP, CCCCCS, TLDCCDC, CPD, PSP, PDPPP, AA, HA, HO,HO,			
s.90(1)	function of being heard at hearing of request for cancellation or amendment of a permit	MCS &C, MCD, AMCDHSP, CSP, CCCCS, CPD, PSP, PDPPP, AA, TLDCCDC, PIOPEO, HA, HO, MCS&C			
s.91(2)	duty to comply with the directions of VCAT	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.91(2A)	duty to issue amended permit to owner if Tribunal so directs	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SO, HA, HO			
s.92	duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			

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	PLANNING AND ENVIRONMENT ACT 1987				
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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.93(2)	duty to give notice of VCAT order to stop development	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, TLDCCDC. PIOPEO, HA, HO			
s.95(3)	function of referring certain applications to the Minister	GMCS&S, MCD, AMCDHSP, CSP CPD,			
s.95(4)	duty to comply with an order or direction	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO			
s.96(1)	duty to obtain a permit from the Minister to use and develop its land	Relevant Service Manager	In consultation with the MC&MPMBPC.		
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 MC&MPMBPC		
s.96A(2)	power to agree to consider an application for permit concurrently with preparation of proposed amendment	MCD, AMCDHSP, MCF, CSP			
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, AMCDHSP, MCF, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA_HA, HO			
s.96F	duty to consider the panel's report under s 96E	MCD, AMCD HSP,			
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</i> 1996)	MCD, AMCDHSP, MCF, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO			
s.96H(3)	power to give notice in compliance with Minister's direction	MCD, AMCDHSP, MCF, CSP			
s.96J	Duty power to issue permit as directed by the Minister	MCD, AMCDHSP, MCF, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO			
s.96K	duty to comply with direction of the Minister to give notice of refusal	MCD, AMCDHSP, MCF, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA_HA, HO			
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, AMCDHSP			

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.97C	power to request Minister to decide the application	GMCS&S, MCD, AMCDHSP, CSP CPD,		
s.97D(1)	duty to comply with directions of Minister to supply any document or assistance relating to application	MCD, AMCDHSP, MCF, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, CCBS, Admin – P&B, HA, HO		
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, AMCDHSP, 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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, SCL, STDPSTSP, CCBS, Admin – P&B, HA, HO		
s.97L	duty to include Ministerial decisions in a register kept under section 49	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, , SSO, SO, SPA, SCL, STDPSTSP, CCBS, Admin – P&B, HA, HO		
s.97MH	duty to provide information or assistance to the Planning Application Committee	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, HA, HO,+O,-		
s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	MCD, AMCDHSP, CSP, CPD,		
s.97O	duty to consider application and issue or refuse to issue certificate of compliance	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO		
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		

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Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.97Q(4)	duty to comply with directions of VCAT	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO		
s.97R	duty to keep register of all applications for certificate of compliance and related decisions	MCD, AMCDHSP, CSP, CPD, PSP, SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO		
s.98(1)&(2)	function of receiving claim for compensation in certain circumstances	GMCS&S, MCD, AMCDHSP		
s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	GMCS&S, MCD, AMCDHSP		
s.101	function of receiving claim for expenses in conjunction with claim	GMCS&S, MCD, AMCDHSP		
s.103	power to reject claim for compensation in certain circumstances	GMCS&S, MCD, AMCDHSP		
s.107(1)	function of receiving claim for compensation	GMCS&S, MCD, AMCDHSP		
s.107(3)	power to agree to extend time for making claim	GMCS&S, MCD, AMCDHSP		
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	MCS&C, CCCCCS, MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, TLDCCDC, PIOPEO, HA, HO		
s.117(1)(a)	function of making a submission to the VCAT where objections are received	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, HA, HO		
s.120(1)	power to apply for an interim enforcement order where s 114 application has been made	MCS&C, CCCCCS, MCD, AMCDHSP, CSP, CPD, TLDCCDC, PIOPEO	Subject to prior discussion with the GMCS&S.	
s.123(1)	power to carry out work required by enforcement order and recover costs	MCS&C, CCCCCS, TLDCCDC, MCD, AMCDHSP, 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.	

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	PLANNING AND ENVIRONMENT ACT 1987				
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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.125(1)	Power to apply to any court of competent jurisdiction or to the tribunal for an injunction restraining any person from contravening an enforcement order or an interim enforcement order.	MCS &C MCD, AMCDHSP, CSP, CPD, TLDCCDC, CCCCCS, MCS&C	Section 123 of the Victorian Civil and Administrative Tribunal Act 1998 applies on an application to the Tribunal.		
s.129	function of recovering penalties	MCD, AMCDHSP, MCS&C, CCCCCS, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, TLDCCDC, PIOPEO, SCL, STDPSTSP, CCBS, Admin – P&B, , TLB&PLBSO, BSO(B&P), HA, HO, LBSO			
s.130(5)	power to allow person served with an infringement notice further time	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, TLDCCDC, PLOPEO, MH&C, MCS&C, CCCCCS, TLB&PLBSO, HA, HO, LBSO			
s.149A(1)	power to refer a matter to the VCAT for determination	MCD, AMCDHSP, CSP CPD, MCS&C, TLDCCDC, CCCS, HA, HO, HO,			
s.149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	MCS &C, MCD, AMCDHSP, CSP, CPD, PSP, TLDCCDC, PDPPP, AA, CCCCCS, HA, HO			
S. 149b 149B	Power to apply to the Tribunal for a declaration.	MCS &C, MCD, AMCDHSP, CSP, CPD, PSP, TLDCCDC, PDPPP, AA, CCCCCS, HA, HO			
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, AMCDHSP, MCF, CSTP, STP	Where Council is the relevant planning authority.		
s.171(2)(f)	power to carry out studies and commission reports	MCD, AMCDHSP, MCF, CSTP, STP			

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	PLANNING AND ENVIRONMENT ACT 1987			
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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.171(2)(g)	power to grant and reserve easements	MCD, AMCDHSP, 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, AMCDHSP, 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</i> 1987 requires something to be to the satisfaction of Council or Responsible Authority	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, HA, HO		
	power to give consent on behalf of Council, where an agreement made under s 173 of the <i>Planning and Environment Act</i> 1987 requires that something may not be done without the consent of Council or Responsible Authority	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, HA, HO		
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, AMCDHSP, MCF		
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, AMCDHSP, MCF		
s.178A(1)	function of receiving application to amend or end an agreement	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA SSP, SP, SPA, SSO, SO, SCL, STDPSTSP, CCBS, Admin – P&B, HA, HO		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	MCD, AMCDHSP, CSP, CPD, PSP, SSP, SP, SSO, SO, SPA.HA, HO	
s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA_HA, HO	
s.178A(5)	power to propose to amend or end an agreement	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA SP, SSO, SO, SPA, HA, HO	
s.178B(1)	duty to consider certain matters when considering proposal to amend an agreement	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA_HA, HO	
s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA, HA, HO	
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA_HA, HO	
s.178C(4)	function of determining how to give notice under s 178C(2)	MCD, AMCDHSP, CSP, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA, HA, HO	
s.178E(1)	duty not to make decision until after 14 days after notice has been given	MCD, AMCDHSP, CSP, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA, HA, HO	
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	MCD, AMCDHSP, CSP, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA, HA, HO	If no objections are made under s 178D. Must consider matters in s 178B.
s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA_HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA SSP, SP, SSO, SO, SPA_HA, HO	If no objections are made under s178D Must consider matters in s.178B

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	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, AMCDHSP, 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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO		
s.178F(2)	duty to give notice of its decision under s 78E(2)(c) or (3)(d)	MCD, AMCDHSP, CSP, CPD		

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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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	
s.178G	duty to sign amended agreement and give copy to each other party to the agreement	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	
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, AMCDHSP, CSP, CPD	
s.178I(3)	duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	
s.179(2)	duty to make a copy of each agreement available in accordance with the public availability requirements	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	
s.181	duty to apply to the Registrar of Titles to record the agreement	MCD, AMCDHSP, CSP, CPD	
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	
s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	
s.182	power to enforce an agreement	MCS &C, MCD, AMCDHSP, CSP, CPD, TLDCCDC, PIOPEO, CCCCCS	
s.183	duty to tell Registrar of Titles of ending/amendment of agreement	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA, SSO, SO, HA, HO	
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, AMCDHSP, CSP, CPD, PSP, SSP, SP, SSO, SO, SPA _T HA, HO	
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SSP, SP, SSO, SO, SPA, HA, HO	
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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SSP, SP, SSO, SO, SPA, HA, HO	
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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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, SCL, STDPSTSP, Admin – P&B, HA, HO	
s.184G(2)	duty to comply with a direction of the Tribunal	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SSO, SO, SPA, HA, HO	
s.184G(3)	duty to give notice as directed by the Tribunal	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSPM, SP, SSO, SO, SPA, SCL, STDPSTSP, Admin – P&B_HA, HO	
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, AMCDHSP, 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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA_HA, HO	
а	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, AMCDHSP, CSP, CPD, PDPPP, PSP, PDPPP, AA, SSP, SP, SPA, HA, HO	
=	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, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA_HA, HO	
-	power to give written authorisation in accordance with a provision of a planning scheme	MCD, AMCDHSP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, SPA_HA, HO	

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-	Power to respond to the Minister / State Government with respect to planning permit applications and approvals being considered under Clauses 52.20, 53.19, 53.20, 53.13, 53.22 and 53.23 of the Darebin Planning Scheme	MCD, AMCDHSP, CSP, CPD	
-	Power to respond to the Minister / State Government with respect to planning permit applications being considered because the Minister is the responsible authority under Clause 72.01 of the Darebin Planning Scheme	MCD, AMCDHSP, CSP, CPD	
-	Power to respond to the Minister / State Government with respect to State Projects approvals referred to Council under Clauses 52.03, 52.30, 52.35, 52.36, 53.21 of the Darebin Planning Scheme	MCD, MCF, AMCDHSP, CSP, CPD, CSTP	
-	Power to respond to the Minister / State Government with respect to combined Planning Scheme amendments / permit applications under section 96	MCD, MCF, AMCDHSP, CSP, CPD, CSTP	
-	Power to respond to the Minister / State Government with respect to Planning Scheme Amendments	MCD, MCF, AMCDHSP, CSP, CPD, CSTP	
-	Power to respond to the Minister / State Government when a planning matter has been informally referred to Council	MCD, MCF, AMCDHSP, CSP, CPD, CSTP	
=	Power to respond to the Minister / State Government when they give notice to Council of a planning permit application that they are assessing.	MCD, MCF, AMCDHSP, CSP, CPD, CSTP	
s.201UAB(1)	function of providing the Victoria Planning Authority with information relating to any land within municipal district	MCD, AMCDHSP, MCF	
s.201UAB(2)	duty to provide the Victoria Planning Authority with information requested under S 201UAB(1) as soon as possible	MCD, AMCDHSP, MCF	

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	RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
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, HPO, SEHO, CHP, EHT		
s.522(1)	power to give a compliance notice to a person	MCD, HPO, SEHO, CHP, EHT		
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, GMCS&S		
s.526(5)	duty to keep record of entry by authorised officer under s 526	MCD, CHP, BSO(HP)		
s.526A(3)	function of receiving report of inspection	MCD, HPO, BSO(HP), CHP, SEHO, EHT		
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	MCD, CHP		

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	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, GMIO&F, MC&MPMBPC, MCF	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, GMIO&F, MC&MPMBPC		
s.11(10)	duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	GMCS&S, GMG&E, GMIO&F, MC&MPMBPC, MCF	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, GMIO&F, MC&MPMBPC, MCF	Where Council is the coordinating road authority.	
<u>s.12(2)(b)</u>	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	GMCS&S, GMIO&F, MBPC		
s.12(10)	duty to notify of decision made	GMIO&F, MC&MPMBPC	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, GMIO&F, MC&MPMBPC	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&STMCF, GMIO&F, MBPC		
s.14(7)	power to appeal against a decision of the Head, Transport for Victoria	GMCS&S, MCE&STMCF, CST, GMIO&F, MBPC		
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&EGMIO&F, GMIO&F, MBPC		

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s.15(2) du	Column 2 THING DELEGATED Dower to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	Column 3 DELEGATE GMCS&S, GMG&EGMIO&F	Column 4 CONDITIONS & LIMITATIONS
s.15(1A) pc m s.15(2) du	power to enter into arrangement with a utility to transfer a road		CONDITIONS & LIMITATIONS
s.15(2) du		GMCS&S. GMG&EGMIO&F	
,			
s.16(7) pc	duty to include details of arrangement in public roads register	GMCS&S, GMIO&F, MC&MPMBPC, MCF	
	power to enter into an arrangement under s 15	GMCS&S, GMG&E, GMIO&F	
s.16(8) du	duty to enter details of determination in the public roads register	GMCS&S, GMIO&F, MC&MPMBPC, MCF	
s.17(2) du	duty to register public road in public roads register	GMCS&S, GMIO&F, MC&MPMBPC, MCF	Where Council is the coordinating road authority.
	power to decide that a road is reasonably required for general public use	GMCS&S, GMIO&F, MC&MPMBPC, MCE&STMCF	Where Council is the coordinating road authority.
	duty to register a road reasonably required for general public use n public roads register	GMCS&S, GMIO&F, MC&MPMBPC, MCF	Where Council is the coordinating road authority.
	power to decide that a road is no longer reasonably required for general public use	GMCS&S, GMIO&F, MC&MPMBPC, MCF	Where Council is the coordinating road authority.
	duty to remove road no longer reasonably required for general public use from public roads register	GMIO&F, GMCS&S, MC&MPMBPC, MCE&STMCF	Where Council is the coordinating road authority.
s.18(1) pc	power to designate ancillary area	GMCS&S, GMIO&F	Where Council is the coordinating road authority, and obtains consent in circumstances specified in s 18(2).
s.18(3) du	duty to record designation in the public roads register	GMIO&F, MC&MPMBPC	Where Council is the coordinating road authority.
	duty to keep register of public roads in respect of which it is the coordinating road authority	GMIO&F, MC&MPMBPC	
s.19(4) du	duty to specify details of discontinuance in public roads register	GMIO&F, MC&MPMBPC	
	duty to ensure public roads register is available for public nspection	GMIO&F, MC&MPMBPC	
s.21 fu	unction of replying to request for information or advice	GMCS&S, GMIO&F, CFO, MC&MPMBPC, CAS, MCF, CST-	Obtain consent in circumstances specified in s 11(2).

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	ROAD MANAGEMENT ACT 2004				
Column 1	Column 2	Column 3	Column 4		
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS		
s.22(2)	function of commenting on proposed direction	GMCS&S, GMIO&F			
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, GMIO&F			
s.22(5)	duty to give effect to a direction under s 22.	GMCS&S, GMIO&F			
s.40(1)	duty to inspect, maintain and repair a public road.	GMCS&S, GMIO&F, CFO, MCWMOW, CG&C MC&MPMBPC, CAS, CI&FM, MCF, CST			
s.40(5)	power to inspect, maintain and repair a road which is not a public road	GMCS&S, GMIO&F, CFO, MCWMOW, MC&MPMBPC, CAS, MCF, CST			
s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	GMCS&S, GMIO&F, CFO, MC&MPMBPC, CAS, MCWMOW, MCF, CST			
s.42(1)	power to declare a public road as a controlled access road	GMCS&S, MCE&STMCF, CST	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&STMCF	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	GMIO&F, GMCS&S, MC&MPMBPC, MCE&STMCF	Where Council is the coordinating road authority. If road is a municipal road or part thereof.		
s.42A(4)	power to approve the Minister's decision to specify a road as a specified freight road	GMCS&S, MCE&STMCF . CST	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, GMIO&F, MCE&STMCF, MCWMOW	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, GMIO&F, MCWMOW, MCE&STMCF			
s.49	power to develop and publish a road management plan	MCWMOW, & MC&MPMBPC,			
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	ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s.51	power to determine standards by incorporating the standards in a road management plan	MCWMOW & MC&MPMBPC, MCF		
s.53(2)	power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	GMCS&S, GMIO&F, MCWMOW, MC&MPMBPC, MCF		
s.54(2)	duty to give notice of proposal to make a road management plan	GMCS&S, GMIO&F, MCWMOW, MC&MPMBPC, MCF		
s.54(5)	duty to conduct a review of road management plan at prescribed intervals	GMCS&S, GMIO&F, MCWMOW, MCF		
s.54(6)	power to amend road management plan	GMCS&S, GMIO&F, MCWMOW, MCF		
s.54(7)	duty to incorporate the amendments into the road management plan	GMCS&S, GMIO&F, MCWMOW, MCF		
s.55(1)	duty to cause notice of road management plan to be published in the Victoria Government Gazette and newspaper	GMCS&S, GMIO&F, MCWMOW, MC&MPMBPC, MCF		
s.63(1)	power to consent to conduct of works on road	GMIO&F, MC&MPMBPC, MCWMOW, MCE&STMCF, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	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	GMCS&S, GMIO&F, MC&MPMBPC, MCWMOW, CIM&S, MCF, CST	Where Council is the infrastructure manager.	
s.64(1)	duty to comply with cl 13 of Sch 7	GMIO&F, MC&MPMBPC, MCWMOW	Where Council is the infrastructure manager or works manager.	
s.66(1)	power to consent to structure etc	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC	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, GMIO&F, MCD, AMCDHSP, MCF, MCE&STMCF, MC&MPMBPC	Where Council is the coordinating road authority.	
s.67(3)	power to request information	GMCS&S, GMIO&F, MCD, AMCDHSP, MCF, MCE&STMCF, MC&MPMBPC, CST, TLTPTLTSP, TLTS4TLTSA, STE,	Where Council is the coordinating road authority.	

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	ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
		TE		
s.68(2)	power to request information	GMCS&S, GMIO&F, MCD, AMCDHSP, MCF, MCE&ST, MC&MPMBPC, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	Where Council is the coordinating road authority.	
s.71(3)	power to appoint an authorised officer	CEO, GMG&E		
s.72	duty to issue an identity card to each authorised officer	GMG&EGMC&C, EMGRCEMG&C, HGR		
s.85	function of receiving a report from an authorised officer	GMCS&S, GMIO&F		
s.86	duty to keep a register re s 85 matters	GMIO&F		
s.87(1)	function of receiving complaints	GMCS&S, GMIO&F		
s.87(2)	duty to investigate complaint and provide report	GMCS&S, GMIO&F		
s.96	power to authorise a person for the purpose of instituting legal proceedings	GMCS&S, GMIO&F		
s.112(2)	power to recover damages in court	GMCS&S, GMIO&F		
s.116	power to cause or carry out inspection	GMIO&F, MC&MPMBPC, MCWMOW, MCF		
s.119(2)	function of consulting with the Head, Transport for Victoria	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, CST		
s.120(1)	power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	GMCS&S, GMIO&F, MC&MPMBPC, MCWMOW, MCF, CST		
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)	GMCS&S, GMIO&F, MC&MPMBPC, MCWMOW, MCE&STMCF, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE		

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.121(1)	power to enter into an agreement in respect of works	GMCS&S, GMIO&F, MC&MPMBPC, MCWMOW, CIM&S, MG&P, MCE&STMCF, CST	
s.122(1)	power to charge and recover fees	GMCS&S, GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	
s.123(1)	power to charge for any service	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CIM&S, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	
Sch 2 Cl 2(1)	power to make a decision in respect of controlled access roads	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTP_TLTSP, TLTS1_TLTSA, STE, TE	
Sch 2_ Cl 3(1)	duty to make policy about controlled access roads	GMCS&S, MCE&ST MCF	
Sch 2_ Cl 3(2)	power to amend, revoke or substitute policy about controlled access roads	GMCS&S, MCE&STMCF	
Sch 2_ Cl 4	function of receiving details of proposal from the Head, Transport for Victoria	GMCS&S, MCE&STMCF	
Sch 2_ Cl 5	duty to publish notice of declaration	GMCS&S, GMIO&F, MCE&STMCF, MG&P	
Sch 7_ , Cl 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, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	Where Council is the infrastructure manager or works manager.

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	ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
Sch 7 Cl 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, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA, TE	Where Council is the infrastructure manager or works manager.	
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, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS4TLTSA, TE	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure.	
Sch 7_, Cl 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, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA, TE	Where Council is the infrastructure manager or works manager.	
Sch 7_ - , Cl 10(2)	where Sc 7 Cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA, TE	Where Council is the infrastructure manager or works manager.	
Sch 7_ Cl 12(2)	power to direct infrastructure manager or works manager to conduct reinstatement works	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS4TLTSA	Where Council is the coordinating road authority.	
Sch 7_ Cl 12(3)	power to take measures to ensure reinstatement works are completed	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA	Where Council is the coordinating road authority.	
Sch 7_ Cl 12(4)	duty to ensure that works are conducted by an appropriately qualified person	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA	Where Council is the coordinating road authority.	
Sch 7_ Cl 12(5)	power to recover costs	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA	Where Council is the coordinating road authority.	

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	ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
Sch 7_ , Cl 13(1)	duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Sch 7, Cl 13(2)	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM	Where Council is the works manager.	
Sch 7_ Cl 13(2)	power to vary notice period	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM	Where Council is the coordinating road authority.	
Sch 7_ , Cl 13(3)	duty to ensure works manager has complied with obligation to give notice under Sch 7, Cl 13(1)	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST	Where Council is the infrastructure manager.	
Sch 7_ Cl 16(1)	power to consent to proposed works	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, Cl&FM, CST, TLTPTLTSP, TLTS4TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7_ Cl 16(4)	duty to consult	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, Cl&FM, CST, TLTPTLTSP, TLTS4TLTSA	Where Council is the coordinating road authority, responsible authority or infrastructure manager.	
Sch 7_ Cl 16(5)	power to consent to proposed works	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, Cl&FM, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7_ Cl 16(6)	power to set reasonable conditions on consent	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS4TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7_ Cl 16(8)	power to include consents and conditions	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS4TLTSA, STE, TE	Where Council is the coordinating road authority.	

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ROAD MANAGEMENT ACT 2004				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
Sch 7 Cl_17(2)	power to refuse to give consent and duty to give reasons for refusal	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CIM&S, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7 ₋ Cl 18(1)	power to enter into an agreement in relation to	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7 Cl 19(1)	power to give notice requiring rectification of works	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA	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, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST	Where Council is the coordinating road authority.	
Sch 7_ Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, MCWMOW, CI&FM, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	Where Council is the coordinating road authority.	
Sch 7A Cl ause 2	power to cause street lights to be installed on roads	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, CST, TLTSP, TLTSA, TPL	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road.	
Sch 7A Cl ause 3(1)(d)	duty to pay installation and operation costs of street lighting - where road is not an arterial road	GMCS&S, GMIO&F, MCE&STMCF, MC&MPMBPC, CST, TLTSP, TLTSA, TPL	Where Council is the responsible road authority.	
Sch 7A CI 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, GMIO&F MCE&STMCF, MC&MPMBPC, CST, TLTSP, TLTSA, TPL	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, GMIO&F, MCE&STMCF, MC&MPMBPC, CST, TLTSP, TLTSA, TPL	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).	

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	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, AMCDHSP, MCF, CSTP, CSP, CPD, PSP, PDPPP, AA, SSP, SP, STP; HA, HO			
r.25(a)	duty to make copy of matter considered under s 60 (1A)(g) in accordance with the public availability requirements	MCD, AMCDHSP, MCF, CSTP, CSP, CPD, PSP, PDPPP, AA, SSP, SSO, SO, SP, SPA, STP, HA, HO	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 in accordance with the public availability requirements	MCD, AMCDHSP, MCF, CSTP, CSP, CPD, PSP, PDPPP, AA, SSP, SSO, SO, SP, SPA, STP, SCL, STDPSTSP, CCBS, Admin - P&B, HA, HO	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.		

S6 – Instrument of Delegation to Members of Council Staff

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December 2024 April 2025

	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, AMCDHSP, 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, AMCDHSP, CSP, CPD			

S6 - Instrument of Delegation to Members of Council Staff

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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, CHP, SEHO	
r 10	Function of receiving application for registration	CHP, SEHO, HPO, EHT, BSO(HP)	
r 11	Function of receiving application for renewal of registration	CHP, SEHO, HPO, EHT, BSO(HP)	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	CHP, SEHO, HPO	
r 12(1)	Power to refuse to renew-grant the registration if not satisfied that the caravan park complies with these regulations	MCD, CHP, SEHO	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	CHP, SEHO, HPO, EHT, BSO(HP)	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	MCD, CHP, SEHO	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	MCD, CHP, SEHO, HPO	
r 12(4) & (5)	Duty to issue certificate of registration	CHP, SEHO, HPO, EHT, BSO(HP)	
r 14(1)	Function of receiving notice of transfer of ownership	CHP, SEHO, HPO, EHT, BSO(HP)	
r 14(3)	Power to determine where notice of transfer is displayed	CHP, SEHO, HPO, EHT,	
r 15(1)	Duty to transfer registration to new caravan park owner	CHP, SEHO, HPO, EHT, BSO(HP)	
r 15(2)	Duty to issue a certificate of transfer of registration	CHP, SEHO, HPO, EHT, BSO(HP)	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	CHP, SEHO, HPO, EHT,	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	СНР	
r 17	Duty to keep register of caravan parks	CHP, SEHO, HPO, EHT, BSO(HP)	

S6 – Instrument of Delegation to Members of Council Staff

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Item 9.5 Appendix E

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024			
Column 1 Column 2		Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 21(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	CHP, SEHO, HPO	
r 21(2)	Duty to consult with relevant emergency services agencies	CHP, SEHO	
r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	CHP, SEHO, HPO, EHT,	
r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	CHP, SEHO, HPO, EHT,	
r 24(2)	Power to consult with relevant floodplain management authority	MCD, CHP, SEHO	
r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	СНР	
r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	CHP, SEHO	
r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	CHP, SEHO	
r 39(3)	Function of receiving installation certificate	CHP, SEHO	
r 45(3)	Power to determine places in which caravan park owner must display name and telephone number of an emergency contact person	CHP, SEHO, HPO, EHT,	
r 45(5)	Power to determine places in which caravan park owner must display the certificate of registration or certificate of renewal of registration, the plan of the caravan park and a copy of the caravan park rules	CHP, SEHO, HPO, EHT,	

S6 – Instrument of Delegation to Members of Council Staff

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December 2024 April 2025

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	GMIO&F, MCWMOW, MCS&ST		
r.9(2)	duty to produce written report of review of the road management plan and make report available	GMIO&F, MCWMOW, MCS&ST		
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)	GMIO&F, MCWMOW, MCS&ST	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	GMIO&F, MCWMOW, GMG&E, MPBIMC&MPMBPC, MCS&ST		
r.13(1)	duty to publish notice of amendments to road management plan	GMIO&F, MCWMOW, MCS&ST	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	GMIO&F, MCWMOW, MCS&ST		
r.16(3)	power to issue a permit	MC&MPMBPC, MCWMOW, CI&FM, MCE&STMCF, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	Where Council is the coordinating road authority	
r.18(1)	power to give written consent re damage to road	GMCS&S, MCE&STMCF, MOW	Where Council is the coordinating road authority	
r.23(2)	power to make a submission to Tribunal	GMCS&S, MCS&C, MCE&STMCF	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&STMCF, CST, TLTPTLTSP, TLTS1TLTSA, STE, TE	Where Council is the coordinating road authority	
r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	MCWMOW, CWO, MCE&STMCF	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))	MCWMOW, CWO, MCE&STMCF,	Where Council is the responsible road authority.	
r.25(5)	power to recover in the Magistrates' Court, expenses from the person responsible	MCE&STMCF, Service Manager or Coordinator		

S6 – Instrument of Delegation to Members of Council Staff

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December 2024April 2025

	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&MPMBPC, MCE&STMCF, CST	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&MPMBPC, MCE&STMCF, CST, TLTPTLTSP, TLTS1TLTSA, STE	Where Council is the coordinating road authority.	

S6 – Instrument of Delegation to Members of Council Staff

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December 2024 April 2025



S18 Instrument of Sub-Delegation under the Environment Protection Act 2017

Darebin City Council

Instrument of Sub-Delegation to

Members of Council staff

Instrument of Sub-Delegation

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the *Environment Protection Act 2017* ('**Act**') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, the Council:

- 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 in column 3 of the Schedule;
- 2. record that references in the Schedule are as follows

Acronym		Title
GMCS&S	means	General Manager City Sustainability and Strategy
MCD	means	Manager City Development
MCS&C	means	Manager City Safety and Compliance
CHP	means	Coordinator Health Protection

3. this Instrument of Sub-Delegation is authorised by a resolution of Council passed on

28 April 2025 pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021;

- 4. the delegation:
 - 4.1 comes into force immediately the common seal of Council is affixed to this Instrument of Sub-Delegation;
 - 4.2 remains in force until varied or revoked;
 - 4.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule; and
 - 4.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 5. this Instrument of Sub-Delegation is subject to the following limitations:
 - the powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
 - 5.1.1 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
 - 5.1.2 noise from the construction, demolition or removal of residential premises;

6.	the delegate must not	determine the issue	take the action o	or do the act or thing:

- 6.1 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;
- 6.2 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;

- 6.3 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
- 6.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The COMMON SEAL of)	
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 C	Council in the presence of	
Witness		
Date:		

S18 Instrument of Sub-delegation to members of Council staff (*Environment Protection Act 2017*) – April 2025 Page 2 of 5

SCHEDULE

S18 Instrument of Sub-delegation to members of Council staff (*Environment Protection Act 2017*) – April 2025 Page 3 of 5

	ENVIRONMENT PROTECTION ACT 2017			
Column 1 Column 2		Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s 271	Power to issue improvement notice	GMCS&S, MCD, MCS&C, CHP		
s 272	Power to issue prohibition notice	GMCS&S, MCD, MCS&C, CHP		
s 279	Power to amend a notice	GMCS&S, MCD, MCS&C, CHP		
s 358	Functions of the Environment Protection Authority	GMCS&S, MCD, MCS&C, CHP		
s 359(1)(b)	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	GMCS&S, MCD, MCS&C, CHP		
s 359(2)	Power to give advice to persons with duties or obligations	GMCS&S, MCD, MCS&C, CHP		



S18 Instrument of Sub-Delegation under the Environment Protection Act 2017

Darebin City Council

Instrument of Sub-Delegation to

Members of Council staff

Instrument of Sub-Delegation

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the *Environment Protection Act 2017* ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, the Council:

- 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 in column 3 of the Schedule;
- 2. record that references in the Schedule are as follows

Acronym		Title
GMCS&S	means	General Manager City Sustainability and Strategy
MCD	means	Manager City Development
MCS&C	means	Manager City Safety and Compliance
CHP	means	Coordinator Health Protection

- this Instrument of Sub-Delegation is authorised by a resolution of Council passed on 25 November 2024 28 April 2025 pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021;
- 4. the delegation:
 - 4.1 comes into force immediately the common seal of Council is affixed to this Instrument of Sub-Delegation;
 - 4.2 remains in force until varied or revoked;
 - 4.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule;
 - 4.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 5. this Instrument of Sub-Delegation is subject to the following limitations:
 - 5.1 the powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
 - 5.1.1 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
 - 5.1.2 noise from the construction, demolition or removal of residential premises;

S18 Instrument of Sub-delegation to members of Council staff (Environment Protection Act 2017) - November 2021April 2025

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- 6.1 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;
- 6.2 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;

- 6.3 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
- 6.4 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.

Т	he COMMON SE/	AL of)		
D	AREBIN CITY CO	UNCIL)		
	as affixed on		14 Decem l	ber 2021)	
w	ith the authority	of the Council:)		
Signe	d by the Mayor i	n the presence of)	
W	/itness				
D	ate:	14 Dece	ombor 2021		
S	igned by the Chi	ef Executive Offic	er of Counc	il in the presence)	of
W	/itness				
D	ate:	14 Dece	ember 2021		

S18 Instrument of Sub-delegation to members of Council staff (Environment Protection Act 2017) – November 2021 April 2025

page 2

SCHEDULE

S18 Instrument of Sub-delegation to members of Council staff (*Environment Protection Act 2017*) – November 2021 April 2025

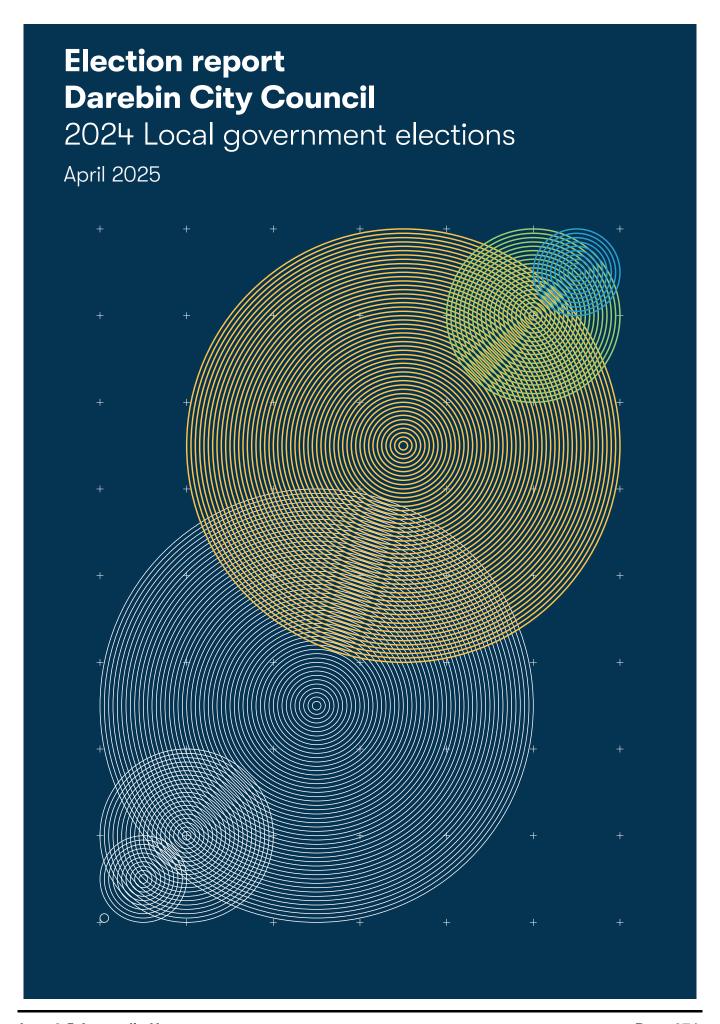
page 3

ENVIRONMENT PROTECTION ACT 2017				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s 271	Power to issue improvement notice	GMCS&S, MCD, MCS&C, CHP		
s 272	Power to issue prohibition notice	GMCS&S, MCD, MCS&C, CHP		
s 279	Power to amend a notice	GMCS&S, MCD, MCS&C, CHP		
s 358	Functions of the Environment Protection Authority	GMCS&S, MCD, MCS&C, CHP		
s 359(1)(b)	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	GMCS&S, MCD, MCS&C, CHP		
s 359(2)	Power to give advice to persons with duties or obligations	GMCS&S, MCD, MCS&C, CHP		

S18 Instrument of Sub-delegation to members of Council staff (Environment Protection Act 2017) -

November 2021April 2025

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Letter of Transmittal

14 April 2025

Mr Michael Tudball Interim Chief Executive Officer Darebin City Council PO Box 91 Preston VIC 3072

Dear Mr Tudball

Pursuant to Regulation 83 of the Local Government (Electoral) Regulations 2020, I submit this report to the Chief Executive Officer of Darebin City Council on the general election held in October 2024.

Yours sincerely

Sven Bluemmel

Electoral Commissioner

Acknowledgement of Country

The Victorian Electoral Commission (VEC) acknowledges the Aboriginal and Torres Strait Islander people of this nation, as the traditional custodians of the lands on which the VEC works and where we conduct our business. We pay our respects to ancestors and Elders, past, present, and emerging. The VEC is committed to honouring Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society.

Election report Darebin City Council

2024 Local government elections

Voter turnout (front cover)

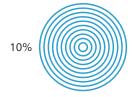
Graphic representation of the Council's voter turnout rate for the 2024 and 2020 Local Government elections. Rings are grouped into units to visualise the turnout percentage, each ring representing 1%. Data for 2024 is depicted using coloured rings, while data for 2020 is shown in white.

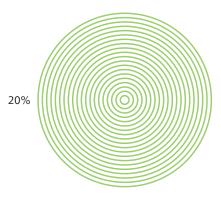
Darebin City Council

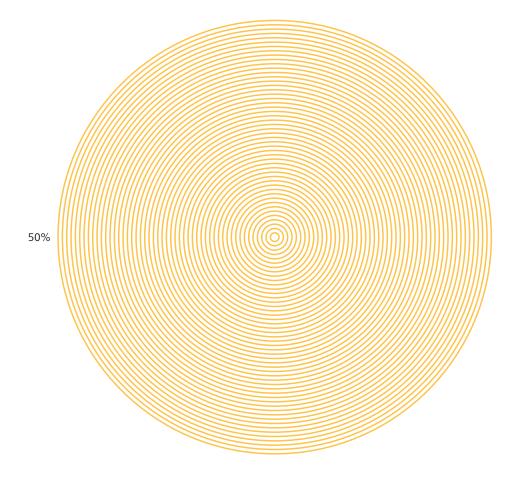
Turnout (2024): 79.76% Turnout (2020): 80.82%



1% 🔾







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Darebin City Council Introduction

1. Introduction

The Victorian local government general elections are held every 4 years as set out in the *Local Government Act 2020* (Vic) (**LG Act**). In 2024, general elections were held for 78 of the 79 Victorian councils with Saturday 26 October marking election day. In accordance with section 263(1) of the LG Act, the Victorian Electoral Commission (**VEC**) is the statutory election service provider for the conduct of local government elections in Victoria.

This report provides information on the 2024 Darebin City Council general election including details of the end-to-end service delivery of electoral activities throughout the election timeline. This report also provides details of post-election activities including compulsory voting enforcement.

About the Victorian Electoral Commission

The VEC is an independent statutory authority established under the *Electoral Act 2002* (Vic) (Electoral Act). The VEC's principal functions are to conduct State elections, local government elections, certain statutory elections and polls, commercial and community elections, and to support electoral representation processes for local councils and the Electoral Boundaries Commission for State electoral boundaries. The VEC is also responsible for maintaining the Victorian register of electors and administering political funding and donation disclosure laws. The VEC has a mandated role to conduct electoral research, provide communication and education services, and inform and engage Victorians in the democratic process.

Sven Bluemmel is the appointed Electoral Commissioner and Dana Fleming is the appointed Deputy Electoral Commissioner. The Electoral Commissioner and Deputy Electoral Commissioner report to the Victorian Parliament in relation to the VEC's operations and activities.

The Electoral Commissioner heads the VEC's Executive Management Group that comprises the Deputy Electoral Commissioner, the Executive Director, Corporate Services and 7 Directors, each leading the main functional areas of the VEC. Each Director acts as subject matter experts and oversees legislative responsibilities under the LG Act and the Electoral Act.

The VEC has a dedicated local government election program framework that incorporates a range of programs, projects and activities that are supported through strategic planning, project management, and process mapping. The program is overseen by the VEC's Delivery Group and has sponsorship from the Executive Management Group.

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Key changes Darebin City Council

2. Key changes

Changes in legislation

The Local Government Amendment (Governance and Integrity) Act 2024 (Vic) received royal assent on 25 June 2024 and introduced a number of changes to local government electoral legislation.

The VEC implemented the necessary changes to the 2024 local government election program in response to the reforms as they applied to the elections.

Close of roll	The date for the close of roll was extended from 57 days to 80 days before the election. For all elections after the October 2024 general elections, including by-elections, the date for the close of roll will be 73 days before election day.
	The previous timelines were no longer viable due to an increase in the scale and complexit of local government elections, including changes to enrolment entitlements, population growth, higher number of wards, likely increase in the number of candidates, and reduction in mail services offered by Australia Post.
	By moving this date earlier, other key dates including nomination day, the lodgement date for candidate statements and questionnaires, and the period for mailing out of ballot materials have been brought forward through the <i>Local Government (Electoral)</i> Regulations 2020 (Vic) (LG Regulations) providing more time to ensure they are sustainable
Certification of the roll	The timeframe for roll certification was increased to 23 business days (previously 13 business days) to ensure CEOs (or their delegates) and the VEC have adequate time to process enrolment applications and complete related roll certification processes.
Candidate statement word limit	In response to the pandemic, the LG Regulations permitted candidate statements to be increased from 200 to 300 words for the 2020 local government elections, acknowledging that candidates at the 2020 elections would face restrictions in campaigning.
	As candidates would no longer face pandemic-based barriers to campaigning activities, the word limit was reverted to 200 words. Equivalent amendments were also applied to the City of Melbourne (Electoral) Regulations 2022 (Vic).
	Returning to the original word limit allowed the VEC to produce smaller candidate statement booklets, reducing associated printing costs and administrative burden.
Rejection and amendment of candidate statements The time allowed for a candidate to amend their statement was reduced by to now be the day after the close of nominations (or 38 days before election). This aligned the periods for rejections and amendments with the earlier defor lodging a candidate statement, allowing additional time to print ballot.	
Close of candidate statements, photos and questionnaires	The deadline for submitting a candidate statement, photograph and questionnaire was amended to close the same day as the close of nominations at 12 noon, facilitating a more efficient process for candidates and allowing the VEC more time to print ballot packs.
Mailout of ballot pack	The timeline for conducting the mailout of ballot materials was extended from occurring over 3 business days to 4 business days, allowing the VEC to manage the risk of mail service level reductions and provide additional safeguards against election fraud.

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Victorian Electoral Commission

Darebin City Council Election dates

3. Election dates

Key timelines for the 2024 local government elections	
Deadline fixed by the VEC for council primary enrolment data	Monday 15 July 2024
Close of roll	4 pm Wednesday 7 August 2024
Opening of the election office to the public	Monday 9 September 2024
Certification of the voters' roll and opening of nominations	Monday 9 September 2024
Close of nominations	12 noon Tuesday 17 September 2024
*Deadline for lodging candidate statements, photographs and questionnaires	12 noon Tuesday 17 September 2024
*Ballot draw	From 10 am Wednesday 18 September 2024
*General mail out of ballot packs to voters	Monday 7 October to Thursday 10 October 2024
*Close of voting	6 pm Friday 25 October 2024
Day prescribed as Election Day	Saturday 26 October 2024
*Close of extended postal vote receipt period	12 noon Friday 1 November 2024
Declaration of election results	No later than Friday 15 November 2024

^{*}Dates with asterisks relate to contested elections only.

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About Darebin City Council Darebin City Council

4. About Darebin City Council

Darebin City Council is comprised of 9 councillors elected from a subdivided structure.

The structure was last reviewed in accordance with the *Local Government Act 1989* through an electoral representation review in 2019.

Figure 1: The electoral structure of Darebin City Council at the general election held on 26 October 2024.



Victorian Electoral Commission

Darebin City Council Voters' roll

5. Voters' roll

The VEC prepared the voters' roll for the election under section 8(2)(c) of the Electoral Act and in accordance with section 249 of the LG Act. The close of roll for the election was 4 pm on Wednesday 7 August 2024. Pursuant to section 249(4) of the LG Act, the VEC certified the voters' roll on Monday 9 September 2024.

At certification, the voters' roll for the 2024 Darebin City Council general election included 108,220 enrolled voters.

Composition of the voters' roll

Section 249 of the LG Act specifies that the voters' roll for a local government election is formed by combining 2 separate lists of voters:

- The Electoral Commissioner's list (EC list) list of State electors that are enrolled within that local government area.
- 2. The Chief Executive Officer's list (CEO list) list of council-entitled voters.

Refer to **Appendix 1** for a breakdown of the Darebin City Council general election voters' roll.

Amendments to the voters' roll

In accordance with section 250 of the LG Act, the VEC is able to amend any error or omission in the preparation, printing or copying of the voters' roll, or correct any misnomer or inaccurate description of any person, place or thing on the voters' roll. Amendments to the voters' roll are to be certified by the VEC.

All voters added to the roll were issued with a ballot pack. Where a voter was removed from the roll after the mail-out of ballot material, the VEC had systems in place to ensure that returned ballot papers from the deleted voters could be identified and excluded from the extraction and count. Where roll amendments were required, the total number of voters on the roll was updated.

Following the close of roll, the VEC made 10 amendments to the voters' roll, zero additions and 10 deletions.

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Advertising and communication campaign

Darebin City Council

6. Advertising and communication campaign

State-wide advertising

The VEC delivered a state-wide advertising campaign to maximise public awareness and participation amongst all eligible voters. Campaign activities and consistent messaging were delivered across 2 phases – enrolment and voting – and through multiple traditional and emerging mediums, including radio, digital and social media, and offline/outdoor advertising.

Public notices

The VEC published a series of public notices on the VEC website throughout the election as required by the LG Act. The notices included critical information relevant to each milestone of the election timeline.

For the 2024 general election, Council did not nominate newspapers for the public notices.

Refer to **Appendix 2** for further information in relation to the public notices.

VEC website

The VEC provided council specific information regarding the election on its website. The VEC website went live for the local government elections in early July 2024. Whilst some council-specific data remained static during the election, the website was regularly updated with content relevant to the election and at each key milestone such as close of roll, nominations, voting and results.

Media liaison

An online media briefing was held on Monday 29 July 2024. The briefing was made available to view on the VEC website for media representatives unable to join the live event. The media briefing provided an overview of the planning, timeline, legislative changes and other key information for the 2024 local council elections.

Media outlets were provided with a media handbook that outlined the election timeline and key information, and provided the VEC's head office media contacts. This was made available along with other resources from the VEC's media centre webpage. The VEC's communication team supported each election manager with managing media interest locally in their council area.

The VEC's media liaison program principally featured scheduled state-wide and tailored council-specific media releases aimed at highlighting key milestones during the election and capitalise on existing general news coverage.

More information on the VEC's media release schedule is available at **Appendix 3**.

The media program also involved a responsive media enquiry service, as well as the translation and distribution of 3 key media releases for multiple non-English news outlets in Victoria.

Social media campaign

As part of its state-wide advertising campaign, the VEC used paid promotions on social media platforms including Facebook, Instagram, Snapchat, TikTok and WeChat, targeting voters through audience segmentation.

This advertising was supported by a defined timeline of organic social media posts on the VEC's channels, designed to cover each of the key messages of the communication campaign to further extend the reach to the community and promote conversation about the democratic process.

VoterAlert advisories

State-enrolled voters can sign up to VoterAlert, our free SMS and email service, to receive reminder messages about elections that affect them. They can subscribe to messages via SMS, email, or both.

During the general election, we used VoterAlert to send direct messages on:

Wednesday 17 to Wednesday 31 July 2024 -

65,482 voters were contacted by VoterAlert messages sent by SMS and/or email reminding voters to enrol or update their details by the close of roll.

Monday 7 October to Monday 14 October 2024 – 65,634 voters were contacted by VoterAlert messages sent by SMS and/or email advising that we had commenced posting ballot packs.

Tuesday 22 October to Wednesday 23 October 2024 – 45,559 voters were contacted by VoterAlert messages sent by SMS and/or email reminding voters that it was the last week to post their ballot material back to us.

More information on VoterAlert is available at **Appendix 4**.

Voter engagement

The VEC delivered an extensive voter engagement program throughout Victoria, specific to local demographics.

Appendix 5 contains the full list of initiatives for the 2024 local government elections.

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Item 9.5 Appendix H

Darebin City Council

Advertising and communication campaign

Democracy ambassadors

The VEC delivered education sessions conducted by our Democracy Ambassadors to a range of councils. The sessions focused on enrolment and voting for the election. These sessions were offered to councils in priority areas and delivered at no cost to council. Where resourcing allowed, requests for sessions that were not in the priority area were also fulfilled.

Five sessions were delivered for the Darebin City Council election.

Blind and low-vision services

Braille and large print ballot material was available to blind and low-vision voters who registered for these products by 5 pm on Tuesday 17 September 2024.

The VEC received and processed one request for braille ballot material and 5 requests for large print ballot material for Darebin City Council.

Interpreting services

The VEC engaged the Victorian Interpreting and Language Services' Language Loop to provide a telephone interpreting service for telephone enquiries from voters who had a first language other than English. The VEC advertised direct lines for 20 languages other than English and a general line for all other languages.

Public enquiry service

A centralised contact centre was established to respond to telephone public enquiries. This ensured consistency in messaging, early identification of themes and trends along with the opportunity to enable election offices to focus on election administration. The call centre was also responsible for emails received during the local government elections. Any calls regarding CEO list applications were referred to the relevant councils. Outside the call centre hours of operation, a recorded service was available that provided information on enrolment and voting.

Election offices fielded phone queries from local candidates on issues directly related to their candidacy (as separate to general queries about running as a candidate).

A total of 1,371 telephone calls were recorded for Darebin City Council during the 2024 local government elections. An overall total of 11,758 email queries were received for all councils.

Victorian Electoral Commission

Item 9.5 Appendix H

Election manager Darebin City Council

7. Election manager

The VEC maintains a pool of trained senior election officials from across Victoria to fill election management roles for State and local government elections. Election-specific training is provided to senior election officials before they are appointed for each election.

The size of election management teams depends on the size of the council. Under the LG Act, an election manager is appointed to conduct each council's election and is supported by one or more assistant election managers.

In accordance with regulation 21(1) of the LG Regulations, the VEC appointed Gerry Cartwright as the election manager for the 2024 Darebin City Council general election.

The appointed assistant election managers were Helen Moss and Karen Barfoot.

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Darebin City Council Election office

8. Election office

The election manager was responsible for establishing and managing the election office at Preston City Hall, 284 Gower Street, Preston. The premises were provided by the Council.

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Candidates Darebin City Council

9. Candidates

Nominations opened at 9 am on Monday 9 September and closed at 12 noon on Tuesday 17 September 2024. Candidates were required to lodge their nomination forms in person at the election office. The nomination fee was \$250.

Candidate information

The VEC developed resources to support prospective candidates with the nomination process, including a candidate handbook. From mid-July, candidates could access information about nominating as a candidate for the election. The online Candidate Helper, accessible via the VEC website, went live on Tuesday 20 August 2024. Candidate Helper enabled candidates to complete most of their nomination forms and other forms online before lodging them in person with the election manager.

For the Darebin City Council 2024 elections, the VEC's candidate information sessions were delivered in person by the election manager. Additionally, a candidate information video was available on the VEC website from Tuesday 20 August 2024.

Nominations

At the close of nominations, 49 candidates had successfully nominated for the elections, which includes any candidates who retired after the close of nominations. Candidates who withdrew before the close of nominations are not included.

The following is a breakdown of candidate nominations per ward:

- > Central Ward 8 nominations
- North Central Ward 7 nominations
- > North East Ward 6 nominations
- > North West Ward 4 nominations
- > South Central Ward 4 nominations
- > South East Ward 8 nominations
- > South Ward 3 nominations
- > South West Ward 3 nominations
- > West Ward 6 nominations

Ballot draws to determine the order of the names on the ballot paper were held at the election office following the close of nominations using the VEC's computerised ballot draw application.

See **Appendix 6** for the list of candidates in ballot draw order.

Candidate statements and photos

In accordance with regulation 39 of the LG Regulations, candidates were able to submit a 200-word statement and a recent photograph for inclusion in the ballot packs sent to voters. The deadline for these items was 12 noon on Tuesday 17 September 2024.

See **Appendix 6.1** for a breakdown of submitted statements and photos and **6.2** for sample ballot material.

Candidate questionnaires

In accordance with regulation 43 of the LG Regulations, candidates could also submit answers to a set of prescribed questions. The election manager accepted questionnaires from 46 of the 49 candidates at the election.

Voters could read the completed questionnaires on the VEC website or access them by contacting the election office.

Retirement of a candidate

In accordance with the LG Regulations, at any time after the close of nominations and before election day, a candidate may retire, or be retired by the VEC. A candidate can only retire if it will result in an uncontested election or if they are not qualified to be a Councillor. If the VEC believes a candidate was not entitled to nominate, it must formally query the candidate's qualification and invite written reasons why they are entitled. If the VEC remains satisfied that the candidate is not entitled, it must retire the candidate from the election.

When a candidate is retired from an election, the VEC is required to take all practicable steps to remove the retired candidate's name from ballot papers. If it is not practicable to do so, during the counting of votes the retired candidate's votes are passed on to other candidates according to voters' preferences.

Retirements

In accordance with regulation 29 of the LG Regulations, candidate Simone White was retired from the South Central Ward election on 26 September as the VEC was satisfied they were not entitled to nominate as a candidate. The VEC published a statutory notice of the candidate's retirement on 7 October in accordance with regulation 27(7) of the LG Regulations.

As the candidate was retired after ballot papers had been printed, the VEC could not remove their name from the ballot papers sent to voters. Voters were advised to follow the instructions on their ballot pack to cast a formal vote.

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Darebin City Council Candidates

When counting the votes for the South Central Ward election, votes for the retired candidate were passed on to other candidates according to voters' preferences, in accordance with regulation 27(8)(b) of the LG Regulations. The VEC provided additional training to election managers in councils where a retired candidate's name remained on the ballot paper. Scrutineers received a ballot paper formality guide outlining the counting process and formality rules for elections with a retired or deceased candidate.

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Voting Darebin City Council

10. Voting

Ballot pack preparation and redirection

Artwork for ballot papers and candidate statements is generated using the VEC's automation tool. This tool selects from a range of pre-defined artwork templates and populates them with the relevant candidate information directly from the VEC's election management system database.

Following an extensive quality assurance process, print-ready artwork files were securely transmitted directly to the VEC's contracted ballot material printer ready for production. The VEC's contracted mail house directly printed the voters' addresses (mailing and entitlement address) and barcodes on the ballot paper envelopes in preparation for assembly and delivery of ballot packs. The VEC utilised multiple third party providers to assemble the ballot packs prior to the mail house lodging with Australia Post. The mail house allocated a secure area within its operations that was used solely for the printing, insertion, and dispatch of ballot material. This ensured the highest standards of security were met.

Electors could apply to have their ballot material redirected to an address other than their entitlement address. Voters had until the certification day for the voters' roll (also the day that nominations open) to apply for their ballot material to be redirected. The VEC arranged for ballot material to be delivered to any voter applying for redirection to the address specified in their request. For the 2024 local government elections, voters had until Monday 9 September 2024 to submit redirection requests.

The election manager received 152 requests for redirection of ballot packs for the election.

Early votes

Voters could request an early postal ballot envelope (early vote) before the general mail out of ballot packs. The election manager processed requests and issued early votes where the request was assessed as reasonable. Requests for early votes could be processed from Wednesday 18 September 2024, the day after nominations closed, until the start of the general mail out of ballot packs on Monday 7 October 2024.

Due to the timing of early votes, some early voters may not have had access to the candidate statements, photographs or questionnaires.

The election manager issued a total of 100 early votes for the election.

Mail-out of ballot packs

The VEC mailed 108,209 ballot packs between Monday 7 and Thursday 10 October 2024.

See **Appendix 7** for a breakdown of the packs sent on each day of the general mail out. The VEC did not mail ballot packs to voters who passed away between the close of roll and generation of the mail-out file.

This included 152 ballot packs which were redirected to alternative addresses for voters who had applied to redirect their ballot pack by Monday 9 September 2024.

In accordance with regulation 49(3) of the LG Regulations, no more than 35% of ballot packs were mailed or delivered to voters on any one day during the mail-out period. All ballot packs were lodged with Australia Post under the priority paid delivery timetable.

The VEC liaised closely with Australia Post during the mail-out period to confirm that ballot packs had been delivered to voters. Australia Post confirmed all ballot packs had been delivered by Tuesday 15 October 2024.

During the voting period, 2,234 ballot packs were returned to the election office by Australia Post as return-to-sender mail. In most cases, this was likely due to the addressee no longer residing at the address.

Unenrolled votes

The election manager issued unenrolled votes to people whose names could not be found on the voters' roll but said they were entitled to vote at the election. The unenrolled ballot pack included a declaration for the voter to sign. The election manager assessed the declaration and decided to admit or disallow the vote.

The election manager issued 7 unenrolled votes and following relevant checks, none were admitted to the count.

Replacement ballot packs

Following the general mail out of ballot packs, a voter who claimed that their ballot pack had not been received, or had been lost, spoilt, or destroyed, could apply for a replacement vote by completing an online application form or contacting the public enquiry service.

A centralised team processed applications and mailed replacement ballot packs to the postal address provided. Voters also had the option to attend the election office in the council for which they hold entitlement, to have a replacement vote issued over the counter.

4,237 replacement ballot packs across all wards during the voting period were issued. Please refer to **Schedule 1** for further information on replacement ballot packs issued.

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Darebin City Council

Return of ballot paper envelopes

11. Return of ballot paper envelopes

VEC provided voters with a priority reply paid envelope to return their completed ballot paper and ballot paper envelope. The return mail was delivered to the election office from local postal facilities or mail distribution centres. Voters could also put their ballot papers and envelope in a ballot box at the election office.

As ballot paper envelopes were returned, they were progressively checked by the election manager to ensure they had been signed by the voter. Additionally, processes were in place to ensure that only one returned ballot paper from any one voter could proceed to the extraction and count.

The election manager received a total of 73,012 returned ballot paper envelopes across all wards by the close of voting at 6 pm on Friday 25 October 2024.

In accordance with regulation 57(3) of the LG Regulations, the election manager could accept returned ballot paper envelopes until 12 noon on the Friday following the close of voting, if they thought the voter had signed the envelope before voting closed.

The election manager accepted 15,443 ballot paper envelopes across all wards during the extended postal vote receipt period.

The total returned ballot paper envelopes for Darebin City Council was 88,455.

The election manager set aside 1,840 returned ballot paper envelopes that were not admitted to the extraction and counting process due to the voter not having signed the declaration envelope or, in the case of unenrolled declaration votes, an entitlement was not found for the person, or the declaration envelope was not returned with the vote.

Refer to **Schedule 1** for the total certified record of ballot papers and declaration envelopes across all wards for Darebin City Council.

Victorian Electoral Commission

Results Darebin City Council

12. Results

Extraction

The extraction process involved separating the declaration flaps containing voters' details from each admitted ballot paper envelope, and then extracting the ballot papers from the envelopes. This 2-stage process maintains anonymity and ensures the VEC can track the number of envelopes for ongoing reconciliation.

A total of 86,615 ballot paper envelopes were admitted to the extraction process.

Ballot papers were extracted at the election office from Tuesday 29 October 2024. The extraction of all admitted ballot paper envelopes was completed on Wednesday 6 November 2024, following the close of the extended postal vote receipt period.

If the VEC found any returned ballot paper envelopes that did not contain a ballot paper, contained more than one ballot paper, or did not contain the correct ballot paper, these were required to be rejected and not counted. There were 303 returned ballot paper envelopes rejected during the extraction activity.

Following the extraction of ballot papers from the ballot paper envelopes, a total of 86,312 ballot papers proceeded to the count.

Computer count

A computer count information session explaining the process was recorded and available for online streaming from the VEC website from Friday 18 October 2024.

Following the extraction of ballot papers admitted to the count for all wards, preferences on ballot papers were data entered into the VEC's computer counting application at Melbourne Convention and Exhibition Centre. The application distributes preferences using the preferential method once data entry of ballot paper preferences is complete. Results were calculated at the election office on Friday 8 November 2024.

The VEC published provisional results on its website as they became available. Results were updated as finalised once declarations had taken place.

For a breakdown of first preference results by ward, refer to **Appendix 8**.

Recounts

At any time before a candidate is declared elected, the election manager or a candidate may initiate a recount. Election managers initiate recounts if margins in a preference distribution are close or critical. Candidates must ask for a recount in writing, with the reasons for their request. The election manager and head office staff assess candidate recount requests and either accept or deny them.

The election manager received 5 requests for a recount for North East Ward, South Ward, South Central Ward and South West Ward. Of 5 requests, one proceeded to the recount process. The requests for North East Ward, South Central Ward and South Ward did not proceed.

Following the calculation of the provisional results for South West Ward, a recount of the ballot papers was conducted. The recount was deemed necessary because the margins in the preference distribution were close/critical. The recount was performed on Wednesday 13 November 2024 at Sandown Racecourse, 591-659 Princes Highway, Springvale. The final result of the South West Ward election did not change.

Scrutineers

Scrutineers help deliver fair and transparent elections by observing election activities. They contribute to electoral integrity and help build public trust. Scrutineers can observe all activities involved in ballot paper and envelope processing.

Candidates are not permitted in election venues during extraction and counting activities and instead appoint scrutineers. Each candidate could appoint one scrutineer per election official involved in an activity. To appoint scrutineers, candidates completed a hardcopy 'Appointment and declaration of scrutineer form', which the candidate signed and submitted to the election manager. All scrutineers then had to sign the form's formal declaration in front of an election official. The declaration meant the scrutineers committed to eligibility and legal requirements and the VEC's conditions of entry.

A Scrutineer handbook was made available to all candidates and scrutineers with information on the role and responsibility of scrutineers during election activities. It included overviews of the activities so that scrutineers could understand what to expect during election activities they may attend. When scrutineers attended election venues they were briefed on their responsibilities and the processes they would witness. Scrutineers were instructed when and how they could challenge activities when ballot paper formality was being decided and votes were being counted. Scrutineers were allowed to notify election managers if they disagreed with the decision made by an election official on ballot paper formality or whether votes were counted for the selected candidate. Election managers reviewed the challenge and made a final decision on the ballot paper.

Darebin City Council Results

Declaration of results

In the Service Plan, the VEC committed to complete all results declarations by Friday 15 November 2024.

The results of the 2024 Darebin City Council general election were declared at 2 pm on Monday 11 November 2024 at Preston Shire Hall, 286 Gower Street, Preston for all wards except South West Ward.

The result of the South West Ward election was declared at 9 am on Thursday 14 November 2024 at the Election Office, Preston City Hall, 284 Gower St, Preston.

The VEC website was updated following the declaration to reflect the elected candidates.

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Election statistics Darebin City Council

13. Election statistics

Participation

Participation is measured by the number of voters marked off the roll as a percentage of the total enrolment and can vary from turnout. The overall participation rate in the Darebin City Council election was 81.12%, which is lower than the state average of 83.79% (excluding Melbourne City Council) and lower than the 83.39% rate at the 2020 Darebin City Council general election.

Analysis of voter participation for the different enrolment categories shows that participation is lower for voters who are enrolled on the EC's list (81.03%) compared to voters enrolled on the CEO's list (90.05%).

Refer to **Appendix 9** for further information on participation, including a breakdown by enrolment category.

Turnout

Voter turnout is measured by the number of formal and informal ballot papers counted in the election as a percentage of voters on the voters' roll for the election.

The overall voter turnout for the 2024 Darebin City Council general election was 79.76%. This is compared to the state average turnout of 81.46% (excluding Melbourne City Council). The voter turnout at the 2020 general election for the council was 80.82%.

Informality

The overall informal voting rate recorded at the 2024 Darebin City Council general election was 3.58%, compared with the State average of 3.47%. An informality rate of 3.00% was recorded at the Darebin City Council general election held in October 2020.

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Darebin City Council Complaints

14. Complaints

Type of complaints

At local government elections, complaints generally fall into 2 broad categories:

1. Election Administration

Complaints about the conduct of the election and services to voters.

2. Election participation and conduct

Complaints about candidates and other participants in the election, at times alleging a breach of the LG Act or local laws.

Most complaints at the 2024 local government elections related to the second category, and often alleged inappropriate or illegal action by a person or group associated with the election.

Complaints process

The VEC have a streamlined complaints process during elections, developed with local councils and enforcement agencies. Complaints must be lodged in writing, then processed at head office. For the 2024 local government elections, customers could provide feedback and complaints online.

Complaints alleging a breach of the LG Act are forwarded to the Local Government Inspectorate. Complaints relating to local laws are referred to council. Complaints about the VEC's services, or the behaviour or actions of VEC staff and election officials, are the responsibility of the VEC.

The VEC is committed to responding to each complaint within 5 working days.

Complaints received

The VEC received 26 written complaints relating to the election for Darebin City Council.

Please see **Appendix 10** for a description of complaints received by the VEC.

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Post-election activities Darebin City Council

15. Post-election activities

Storage of election material

The VEC will keep all records from the election safely and secretly in accordance with regulation 79 of the LG Regulations.

Refund of nomination fees

Nomination fees were refunded to eligible candidates on Tuesday 17 December 2024. Eligible candidates include those elected or who received at least 4% of the first preference vote. Any forfeited nomination fees were remitted to the council on Tuesday 17 December 2024.

Courts and tribunals

The Victorian Civil and Administrative Tribunal (VCAT) is responsible for hearing disputes on the validity of an election under section 311 of the LG Act.

Applications for a review of the declaration of the results of an election must be lodged within 14 days of the declaration and can be made by a candidate in the election, 10 persons who were entitled to vote at the election, or the VEC.

There were no applications to VCAT disputing the result of the Darebin City Council general election.

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Darebin City Council Non-voter follow up

16. Non-voter follow up

In accordance with section 267 of the LG Act, the VEC has commenced its compulsory voting enforcement program. Any person who was required to vote at the election and failed to vote will be issued with an 'Apparent failure to vote' notice in February/March. Apparent non-voters have 28 days to respond.

People who do not respond to the notice, or do not provide a satisfactory response, may be issued with an infringement notice in April/May that will incur a penalty. Further follow-up with a penalty reminder notice in July may also occur – this stage includes the original penalty and a penalty reminder notice fee. Penalties collected on behalf of council will be reimbursed at the end of the infringement and reminder notice stages.

Additionally, during the infringement and penalty reminder notice stages, non-voters may ask for their matter to proceed directly to the Magistrates' Court.

These requests will be actioned at the conclusion of the infringement and penalty reminder notice stages. The VEC will lodge the file of any remaining non-voters with Fines Victoria at the end of the penalty reminder notice stage.

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Evaluating VEC services Darebin City Council

17. Evaluating VEC services

The VEC is committed to providing high quality election services to its local government clients. Through a formal feedback and debriefing program, the VEC can gauge its performance and seek advice for future local government election projects.

Feedback from councils

The VEC invited feedback from councils on its services in December 2024. Additional feedback can be provided to the LG2024 Program Manager by emailing LGProgram2024@vec.vic.gov.au

Internal debriefing program

After every electoral event, the VEC conducts an internal debriefing program that includes input from all areas of its workforce. Internal debriefing following the local government elections began in December 2024. The VEC will publish a consolidated report on its performance and key statistics from the elections. This will be tabled in Parliament and available on the VEC website.

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Darebin City Council

Schedule 1: Record of ballot papers and declaration envelopes

Appendices

Schedule 1: Record of ballot papers and declaration envelopes

Central Ward election	
Ballot papers printed	
Victorian Electoral Commission	14,000
Election manager	29
Total	14,029
Ballot papers issued	
General mail out	11,633
Early and replacement votes	590
Unenrolled declaration votes	0
Spoilt	0
Sub total	12,223
Unused	1,806
Total	14,029
Declarations returned	
General mail out admitted to the extraction	8,697
Early and replacement votes admitted to the extraction	438
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	192
Declarations returned to sender	266
Sub total	9,593
Declarations not returned	2,630
Total	12,223

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Schedule 1: Record of ballot papers and declaration envelopes	Darebin City Council
North Central Ward election	
Ballot papers printed	
Victorian Electoral Commission	15,001
Election manager	16
Total	15,017
Ballot papers issued	
General mail out	11,865
Early and replacement votes	525
Unenrolled declaration votes	1
Spoilt	0
Sub total	12,391
Unused	2,626
Total	15,017
Declarations returned	
General mail out admitted to the extraction	8,988
Early and replacement votes admitted to the extraction	355
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	249
Declarations returned to sender	287
Sub total	9,879
Declarations not returned	2,512
Total	12,391

Darebin City Council

Schedule 1: Record of ballot papers and declaration envelopes

North East Ward election	
Ballot papers printed	
Victorian Electoral Commission	15,001
Election manager	16
Total	15,017
Ballot papers issued	
General mail out	11,953
Early and replacement votes	452
Unenrolled declaration votes	0
Spoilt	1
Sub total	12,406
Unused	2,611
Total	15,017
Declarations returned	
General mail out admitted to the extraction	9,460
Early and replacement votes admitted to the extraction	304
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	197
Declarations returned to sender	251
Sub total	10,212
Declarations not returned	2,194
Total	12,406

Schedule 1: Record of ballot papers and declaration envelopes		Darebin City Council
North West Ward election		
Ballot papers printed		
Victorian Electoral Commission	15,002	
Election manager	24	
Total	15,026	
Ballot papers issued		
General mail out	12,283	
Early and replacement votes	425	
Unenrolled declaration votes	2	
Spoilt	0	
Sub total	12,710	
Unused	2,316	
Total	15,026	
Declarations returned		
General mail out admitted to the extraction	9,763	
Early and replacement votes admitted to the extraction	280	
Unenrolled declaration votes admitted to the extraction	0	
Returned declarations unable to be admitted to the extraction	240	
Declarations returned to sender	205	
Sub total	10,488	
Declarations not returned	2,222	
Total	12,710	

Darebin City Council

Schedule 1: Record of ballot papers and declaration envelopes

South Central Ward election	
Ballot papers printed	
Victorian Electoral Commission	15,000
Election manager	16
Total	15,016
Ballot papers issued	
General mail out	11,881
Early and replacement votes	612
Unenrolled declaration votes	0
Spoilt	0
Sub total	12,493
Unused	2,523
Total	15,016
Declarations returned	
General mail out admitted to the extraction	8,807
Early and replacement votes admitted to the extraction	440
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	173
Declarations returned to sender	250
Sub total	9,670
Declarations not returned	2,823
Total	12,493

Schedule 1: Record of ballot papers and declaration envelopes	Darebin City Council
South East Ward election	
Ballot papers printed	
Victorian Electoral Commission	15,001
Election manager	19
Total	15,020
Ballot papers issued	
General mail out	12,293
Early and replacement votes	581
Unenrolled declaration votes	0
Spoilt	0
Sub total	12,874
Unused	2,146
Total	15,020
Declarations returned	
General mail out admitted to the extraction	9,556
Early and replacement votes admitted to the extraction	388
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	210
Declarations returned to sender	198
Sub total	10,352
Declarations not returned	2,522
Total	12,874

Darebin City Council Schedule 1: Record of ballot papers and declaration envelopes **South Ward election Ballot papers printed** Victorian Electoral Commission 15,000 26 Election manager Total 15,026 **Ballot papers issued** General mail out 12,340 Early and replacement votes 586 Unenrolled declaration votes 0 Spoilt 0 Sub total 12,926 Unused 2,100 **Total** 15,026 **Declarations returned** General mail out admitted to the extraction 9,446 Early and replacement votes admitted to the extraction 397 Unenrolled declaration votes admitted to the extraction 0 Returned declarations unable to be admitted to the extraction 162 Declarations returned to sender 291 Sub total 10,296

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2,630

12,926

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Declarations not returned

Total

Schedule 1: Record of ballot papers and declaration envelopes	Darebin City Council
South West Ward election	
Ballot papers printed	
Victorian Electoral Commission	14,000
Election manager	15
Total	14,015
Ballot papers issued	
General mail out	11,116
Early and replacement votes	521
Unenrolled declaration votes	2
Spoilt	0
Sub total	11,639
Unused	2,376
Total	14,015
Declarations returned	
General mail out admitted to the extraction	8,542
Early and replacement votes admitted to the extraction	367
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	195
Declarations returned to sender	217
Sub total	9,321
Declarations not returned	2,318
Total	11,639

Darebin City Council Schedule 1: Record of ballot papers and declaration envelopes

West Ward election	
Ballot papers printed	
Victorian Electoral Commission	16,001
Election manager	26
Total	16,027
Ballot papers issued	
General mail out	12,845
Early and replacement votes	566
Unenrolled declaration votes	2
Spoilt	1
Sub total	13,414
Unused	2,613
Total	16,027
Declarations returned	
General mail out admitted to the extraction	9,987
Early and replacement votes admitted to the extraction	400
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	222
Declarations returned to sender	269
Sub total	10,878
Declarations not returned	2,536
Total	13,414

Schedule 2: Certification statement

Darebin City Council

Schedule 2: Certification statement

In accordance with Regulation 77, I certify that Schedule 1 of this report on the conduct of the 2024 Darebin City Council local government election is a true and correct account of the number of ballot papers issued, returned and not used in this election and declarations not returned.

Sven Bluemmel Electoral Commissioner

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Darebin City Council

Appendix 1: Breakdown of the voters' roll

Appendix 1: Breakdown of the voters' roll

Darebin City Council election	Voters enrolled through an entitlement under section 241 of the LG Act	Voters enrolled through entitlements under sections 242–245 of the LG Act	Total voters enrolled
Darebin City Council	107,081	1,139	108,220
Central Ward	11,518	118	11,636
North Central Ward	11,758	108	11,866
North East Ward	11,793	161	11,954
North West Ward	12,190	94	12,284
South Central Ward	11,729	153	11,882
South East Ward	12,164	130	12,294
South Ward	12,210	132	12,342
South West Ward	10,985	131	11,116
West Ward	12,734	112	12,846

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Appendix 2: Public notices Darebin City Council

Appendix 2: Public notices

Schedule of public notices

24 July 2024
14 August 2024
20 September 2024
7 October 2024
14 November 2024

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Darebin City Council Appendix 2: Public notices

Appendix 2.1: Sample public notices

Close of roll

Sample Council postal election

My council, my vote

You must be enrolled to vote

A general election for Sample Council will be held in October 2024. To be able to vote in the election, you must be enrolled by the close of roll at 4 pm on Wednesday 7 August 2024. Two categories of voters can be enrolled to vote in the Sample Council election: State-enrolled voters and Council-enrolled voters.

State-enrolled voters

Am I enrolled to vote?

ou are automatically enrolled for this election if:

- you will be 18 years of age or over on Saturday 26 October 2024 and you live in the Sample Council and you are on the State electoral roll for your current address.

You need to enrol if:

- you are an Australian citizen aged 18 or over on Saturday 26 October 2024 and you live in the Sample Council and you are not on the State electoral roll or
- selectoral roll or you have lived at your current residential address within the Sample Council for at least a month and have not yet updated your enrolment details, including any changes to

How do I enrol?

fou can enrol online at vec.vic.gov.au

You can also download an enrolment form from the website.

All enrolment applications must be received by the Victorian Electoral Commission by the close of roll at 4 pm on Wednesday 7 August 2024.

How can I check my State enrolment?

You can check your enrolment details online at **vec.vic.gov.au** at any time, or call 131 832.

Council-enrolled voters

Am I enrolled to vote?

18 years of age or over on Saturday 26 October 2024 and
 not a State-enrolled voter within the Sample Council.

New rules mean you are no longer automatically enrolled if you are a non-resident property owner (e.g., a landlord or a business owner that pays rates). If you are a non-resident property owner within the Sample Council, you need to apply to enrol if you wish to vote in the Sample Council election.

Who else can enrol & vote?

You may also apply to enrol if:

- You may also apply to enrol if:

 you have purchased a rateable property within the Sample Council location since the last election but you are not a resident of the Sample Council, or
 you are not an Australian oftizen and you live in, and pay rates for, a property within the Sample Council location, or
 you pay rates on a property you occupy within the Sample Council and have no other voting entitlement within the Sample Council, for example you are a shop tenant and pay rates to the Council for your tenancy, and you have no other voting entitlement within the Sample Council, or
 you are a director or company secretary of a corporation within the Sample Council that pays rates to Sample Council and you have no other voting entitlement within the Sample Council and you have no other voting entitlement within the Sample Council and you have no other voting entitlement within the Sample Council.

How do I apply to be a Council-enrolled voter?

If you meet any of the above criteria and wish to enrol, contact Sample Council on 0000 0000 for a council enrolment form. Council enrolment forms must be received by the Council by the close of foll at 4 pm on Wednesday 7 August 2024.

Sample Council logo

How can I check if I am Council-enrolled?

You can check your enrolment details by contacting the Council on 0000 0000.

Thinking about standing for election?

To nominate as a candidate for Sample Council, you must:

- to be an Australian citizen and enrolled on the voters' roll for Sample Council and be eligible to become a councillor and have completed the mandatory candidate training provided by Local Government Victoria before lodging your nomination with the Election Manager.

For further information, visit vec vic gov as

4 pm Wednesday 7 August 2024

State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

vec.vic.gov.au | 131 832

@electionsvic (3 💥 (5)

Notice of election

Sample Council postal election

My council, my vote

Vote by post this October

Ballot packs will be mailed to voters enrolled bin the Sample Council general election from Monday 7 October. Complete and return your ballot material ASAP. Ballot material must be in the mail or delivered to the election manager by 6 pm on Friday 25 October.

If you will be away

If you will be away when ballot packs are mailed, or your address has changed since Wednesday 7 August, you can request for your ballot pack to be redirected by completing the online redirected for at vec.vic.gov.au/redirections, or call 131 832.

Requests for redirection must be received by 5 pm on Monday 9 September.

Large print and braille ballot papers

Large print or braille ballot papers are available for voters who are blind or have low vision—please register by 5 pm Tuesday 10 September. To register, call 03 8620 1314 during business hours.

Earlu votes

If you will be away during the voting period nomination fee.

(7–25 October), you can go to your local election office to vote in person, from 10 am on Wednesday 18 September. on 131 832 to make a nomination appointment

The Sample Council election office is at:

Sample election office address

How to nominate as a candidate

To nominate as a candidate, you must:

- be an Australian citizen and enrolled on the voters roll for Sample Council AND
- be eligible to become a councillor should you be elected AND

To nominate, complete the nomination form

have completed the mandatory candidate training before lodging your nomination with the election manager.

and lodge it with the election manager togetl with the \$250 nomination fee. Nomination forms can be lodged by appointment during business hours from Monday 9 September until 12 noon on Tuesday 17 September at the election office.

Visit vec.vic.aov.au for more information and to visit vectoric goval for more information and to pre-complete your nomination form using the online Candidate Helper. The online Candidate Helper will be available from Tuesday 20 August.

If you use the online Candidate Helper, print your completed form and make an appointm to lodge it with the election manager along with the nomination fee.

Call the election manager from Monday 9 September

Nominations close 12 noon Tuesday 17 September.

Sample Council logo



Candidate information session

Sample time sample date at sample venue name, sample address

Candidate information kits containing nomination forms and other electoral information will be available online and from the election manager.

State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au



Appendix 2: Public notices Darebin City Council

Voting details notice

Sample Council postal election

My council, my vote

An election will be held for Sample Council.

Check the mail for your ballot pack

Ballot packs containing voting material will be mailed to enrolled voters from Monday 7 October.

This is a postal election only.

If you do not receive your ballot pack by **Tuesday 15 October** please visit **vec.vic.gov.au** to complete the online replacement form, or call **131 832** to arrange a

Candidates who have nominated for election are listed in the ballot packs and at **vec.vic.gov.au**

A photo and candidate statement will also be included if provided by candidates. Responses to a candidate questionnaire, if provided, are available at **vec.vic.gov.au**

How to vote correctly

You must complete your ballot paper correctly for your vote to count. Put the number 1 in the box next to the candidate you want to see elected, then number all the other boxes in order of your choice. You must number **every box** and only use each number

How to return your ballot pack

Put your completed ballot paper in the ballot paper envelope, complete the declaration, then post it ASAP using the reply-paid envelope provided, or hand deliver it during election office hours to:

Sample Council logo

Sample election office address

Voting is compulsory

Voting is compulsory for all voters who were enrolled at 4 pm on Wednesday 7 August. This includes state-enrolled and council-enrolled voters.

If you don't vote and don't have a valid excuse, you may be fined.

Your completed ballot pack must be in the mail or hand delivered by 6 pm Friday 25 October.

State-enrolled voters can register for free VoterAlert SMS and email reminders at **vec.vic.gov.au**

vec.vic.gov.au | 131 832

Authorised by S. Bluemmel, Electoral Comsioner, 530 Collins Street, Melbourne, Victoria.





Reminder notice

Sample Council postal election

My council, my vote

An election is being held for Sample Council.

Check the mail for your ballot pack

Ballot packs containing voting material were mailed to enrolled voters from Monday 7 October.

If you do not receive your ballot pack by **Tuesday 15 October** please visit vec.vic.gov. au to complete the online replacement form, or call **131 832** to arrange a replacement.

Candidates

Candidates who have nominated for election are listed in the ballot packs and at vec.vic.gov.au

How to vote correctly

You must complete your ballot paper correctly for your vote to count. Put the number 1 in the box next to the candidate you want to see elected, then number all the other boxes in order of your choice. You must number **every box** and only use each number

How to return your ballot pack

Put your completed ballot paper in the ballot paper envelope, complete the declaration, then post it ASAP using the reply-paid envelope provided, or hand deliver it during election office hours to:

Sample Council logo

Sample election office address

Voting is compulsory

Voting is compulsory for all voters who were enrolled at 4 pm on Wednesday 7 August. This includes state-enrolled and council-enrolled voters.

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State-enrolled voters can register for free VoterAlert SMS and email reminders at **vec.vic.gov.au**

vec.vic.gov.au | 131 832

@electionsvic (3 💥 (5)

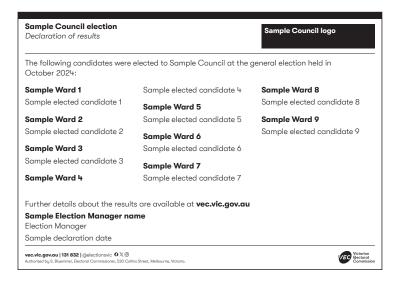


Victorian Electoral Commission

Item 9.5 Appendix H

Darebin City Council Appendix 2: Public notices

Declaration of results



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Appendix 3: Schedule of media releases and advisories

Darebin City Council

Appendix 3: Schedule of media releases and advisories

Darebin City Council council-specific media releases and advisories	
Enrol now for the Darebin City Council election	Monday 29 July 2024
Call for candidates for Darebin City Council election	Thursday 22 August 2024
Ballot packs mailed for Darebin City Council election	Monday 7 October 2024
Voting closes soon for Darebin City Council election	Tuesday 15 October 2024
New councillors for Darebin City Council	Monday 11 November 2024
New councillor for Darebin City Council	Thursday 14 November 2024

Statewide media releases and advisories	
Victorians urged to enrol for upcoming local council elections	Monday 22 July 2024
Media advisory: 2024 local council elections briefing	Monday 22 July 2024
Last chance to enrol for Victorian council elections	Friday 2 August 2024
News alert: Enrolment closes tomorrow for October's council local elections	Tuesday 6 August 2024
Nominations open soon for Victorian local council elections	Monday 26 August 2024
Media advisory: Accessing candidate information for the 2024 Victorian local council elections	Friday 6 September 2024
Nominations for the 2024 Victorian local council elections now open	Monday 9 September 2024
Over 4.6 million enrolled for local council elections	Tuesday 10 September 2024
Time is running out to nominate for this year's local council elections	Monday 16 September 2024
Electoral Commissioner calls for transparency in the use of AI in upcoming local council elections	Tuesday 17 September 2024
Media advisory: Media attendance at local council election ballot draw	Tuesday 17 September 2024
Nominations are in for October local council elections	Wednesday 18 September 2024
Democracy ambassadors help community voices 'Be Heard'	Thursday 19 September 2024
VEC retires 16 local council election candidates	Monday 30 September 2024

Darebin City Council

Appendix 3: Schedule of media releases and advisories

Statewide media releases and advisories	
Voting starts next week for Victoria's local council elections	Friday 4 October 2024
Police investigate break-in at the Ballarat election office	Thursday 10 October 2024
Voters urged to request a replacement ballot pack following van theft	Friday 18 October 2024
Local council elections voting deadline looms	Monday 21 October 2024
Voters urged to request a replacement ballot pack following theft	Thursday 24 October 2024
Final day of voting	Friday 25 October 2024
Media advisory: Results timelines for Victorian local council elections	Friday 25 October 2024
Media advisory: Media attendance at results declarations	Wednesday 6 November 2024
Suspected postal vote tampering in 2 local council elections referred for inquiry	Wednesday 13 November 2024
Didn't vote in the 2024 local council elections?	Monday 17 February 2025
Non-voters asked to explain why they didn't vote in the 2024 local council elections	Friday 7 March 2025
Infringements sent to 2024 local council election non-voters	Scheduled for Monday 14 April 2025
Act on penalty reminder notice or risk enforcement action	Scheduled for Thursday 1 July 2025

Appendix 4: VoterAlert advisories

Darebin City Council

Appendix 4: VoterAlert advisories

Appendix 4.1: SMS alerts

Close of roll – sent from Wednesday 17 July to Wednesday 31 July 2024

VoterAlert: Vic council elections will be held by post this Oct. Make sure your details are correct before 4pm Wed 7 Aug. More info https://vec.vic.gov.au/LG24. If you'd rather not open links in this message, look up the VEC website or call 131 832 to check. Unsubscribe https://vec.vic.gov.au/voteralert

Uncontested election – sent from Wednesday 25 September to Tuesday 1 October 2024

VoterAlert: the election in your area is uncontested, as only one person nominated per vacancy. You do not need to vote. More info: https://vec.vic.gov.au/LG24. If you'd rather not visit links in this message, look up the VEC website or call 131 832. Unsubscribe: https://vec.vic.gov.au/voteralert

Mail-out of ballot packs – sent from Monday 7 October to Monday 14 October 2024

VoterAlert: ballot packs for the local council elections are on their way, arriving by 15 Oct. Complete and return before 6pm on Fri 25 Oct. For more info visit https://vec.vic.gov.au/LG24, look up the VEC website or call 131 832. Unsubscribe: https://vec.vic.gov.au/voteralert

Reminder close of voting – sent from Tuesday 22 October to Wednesday 23 October 2024

VoterAlert: return your council election ballot pack by 6pm Fri Oct 25. If your ballot pack hasn't arrived, find out how to get a replacement at https://wec.vic.gov.au/LG24. Ignore if you've already voted or asked for a replacement. If you'd rather not visit links in this message, look up the VEC website or call 131 832. Unsubscribe: https://wec.vic.gov.au/woteralert

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Darebin City Council

Appendix 4: VoterAlert advisories

Appendix 4.2: Email alerts

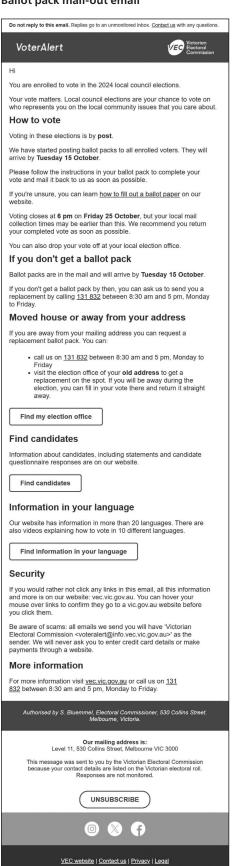


Uncontested election email

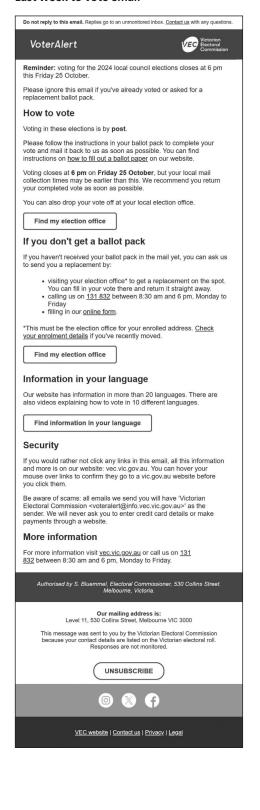


Appendix 4: VoterAlert advisories Darebin City Council

Ballot pack mail-out email



Last week to vote email



Darebin City Council

Appendix 5: Voter engagement program and initiatives

Appendix 5: Voter engagement program and initiatives

Program	Program details
Be Heard Democracy Ambassador program	This program provides free peer-led electoral education and information sessions to those under-represented in the electoral process. This includes people with disability and their carers, culturally and linguistically diverse (CALD) communities, people experiencing homelessness and young people. A total of 238 sessions were provided across the state reaching over 10,000 participants.
Specialist mobile enrolment	This program delivered peer-led enrolment sessions in prisons, homeless services, schools and tertiary education settings to reach young people and Aboriginal community settings across Melbourne and regional Victoria.
CALD in-language social media videos	This project produced a series of videos in 11 different languages including Auslan. Languages were chosen to reach language groups most in need of additional support. The videos provided electoral information on how to enrol, how to vote by post, and how to respond to an Apparent Failure to Vote Notice. These were widely distributed and shared through the VEC's social media platforms, community networks, and partner organisations.
Active Citizenship program	Electoral and civics education workshops were delivered to CALD community leaders in 3 locations across regional Victoria.
Aboriginal engagement	This program delivered information and engagement sessions across the greater Melbourne area and regional Victoria. These were designed to raise awareness that voting was compulsory and taking place via post. Culturally appropriate resources were produced to provide information on how to respond to an Apparent Failure to Vote Notice, including a video which was distributed and shared through the VEC's social media platforms and partner organisations.
Easy English guide	This was produced for people with low English proficiency and designed as a co-read product where a person supports the reader. These were distributed by Democracy Ambassadors as a key resource, and also available for download from the VEC's website.

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North East Ward election

SMITH, Craig

Appendix 6: Final list of candidates in ballot paper order

Darebin City Council

Appendix 6: Final list of candidates

rinai iist oi candidates	
in ballot paper order	LAITALA, Nina
	NGUYEN, Kim Ly
The candidates, in ballot paper order, were as follows:	ARTURI, Matt
Central Ward election	
TAYLOR, Alexander	North West Wood of a street
WALTERS, Craig	North West Ward election
CHIN, Zheng	GRECO, Gaetano SLATER, Adam
ROWE, Cameron	WOOD, Geraldine
MAY, Courtney	
BECK, Rob	PATERSON, Patchouli
MESSINA, Lina	
OLARIS, Kristine	South Central Ward election
	WHITE, Simone - RETIRED
	JELLEY, Ruth
North Central Ward election	LANDRAY, Liz
ITALIANO, Carmel	DAVIES, Carmel
LAHIFF-JENKINS, Carmen	——————————————————————————————————————
LENEHAN, Jess	
TSALKOS, Vasilios	South East Ward election
HELMY, Mohammad	DIMITRIADIS, Emily
WILLIAMS, Julie	
KEMP, Hamish	THEWLIS, Melanie JOHNSTON, Mark
	GREENE, Mary
	LUNT, Carolyn M.
North East Ward election	RENNIE, Susan
LAURENCE, Tim Singh	
MACKIE, Nathan	TSIGARAS, Elias
	ATYEO, James

Darebin City Council Appendix 6: Final list of candidates in ballot paper order **South Ward election** PANDILOVSKI, Melentie PLOWMAN, Edward O'BRIEN, Julie **South West Ward election** POLGLAZE, Kate SANGSTER, Alexandra ROSE, Cat **West Ward election** PRICE, Steph SANAGHAN, Brian ZEMBEKIS, Leon BHATHAL, Alex NEWTON, Susanne BOGLIS, Connie

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Appendix 6: Final list of candidates in ballot paper order

Darebin City Council

Appendix 6.1: Candidate statements and photographs

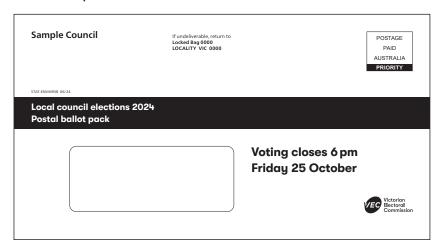
Darebin City Council election	Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
Central Ward	8	8	8
North Central Ward	7	7	7
North East Ward	6	6	6
North West Ward	4	4	4
South Central Ward	4	4	4
South East Ward	8	8	8
South Ward	3	3	3
South West Ward	3	3	3
West Ward	6	6	6

Darebin City Council

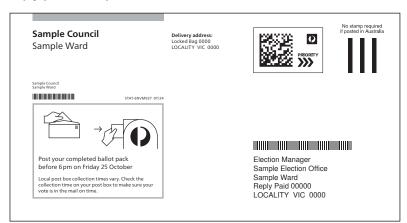
Appendix 6: Final list of candidates in ballot paper order

Appendix 6.2: Sample ballot material

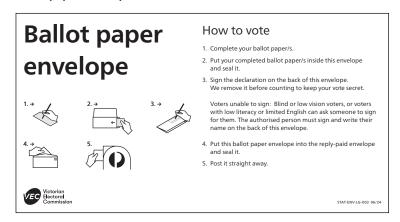
Outer envelope



Reply-paid envelope



Ballot paper envelope



Appendix 6: Final list of candidates in ballot paper order

Darebin City Council

Candidate leaflet

Voting closes 6 pm Friday 25 October 2024

All voting in this election is by post. Post your vote before voting closes. We cannot accept late votes.

Local post box collection times vary. Check the collection time on your post box to make sure your vote is in the mail on time.

You can also drop your vote off during business hours to:

Address line 1

For more information, visit vec.vic.gov.au or call 131 832 during business hours.

Voting is compulsory

You are enrolled to vote in this election. Voting is your right. By voting, you get to have a say in who represents you on your local council.

Voting is also a responsibility. If you don't vote, you may get a fine.

If your enrolment details have changed, it is your responsibility to update them. Visit vec.vic.gov.au/update for more information.

Candidate leaflet

Sample Council election 2024 Sample Ward



Notice

The contents of candidate statements are Ine contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the election manager. Candidate statements are also available at vec.vic.gov.au

Candidates may also provide answers to a questionnaire. Responses are available at vec.vic.gov.au



How to vote multi-language leaflet If applicable

How to vote leaflet



Visit vec.vic.gov.au/languages for more information in your language.

For interpreter assistance, call us. See the phone numbers on the next page.



Ballot paper

Sample Council Sample Ward Number the boxes 1 to 4 in the order of your choice.

Number every box to make your vote count.

You must not use any number more than once. CANDIDATE, Name CANDIDATE, Name CANDIDATE, Name CANDIDATE, Name

Victorian Electoral Commission

Item 9.5 Appendix H

Darebin City Council

Appendix 6: Final list of candidates in ballot paper order

Appendix 6.3: Sample uncontested ward leaflet

Sample Council election 2024
Sample Ward

At the close of nominations for the Sample Council, Sample Ward election, one nomination was received for one vacancy. Therefore, Candidate Name will be elected unopposed.

You are not required to vote.

Election Manager Name
Election Manager
For more information call 131 832

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Appendix 7: Daily breakdown of the general mail out

Darebin City Council

Appendix 7: Daily breakdown of the general mail out

Darebin City Council election	7 October 2024	8 October 2024	9 October 2024	10 October 2024	Total general mail out
Darebin City Council	36,791	36,791	17,317	17,310	108,209
Central Ward	3,955	3,955	1,862	1,861	11,633
North Central Ward	4,034	4,034	1,899	1,898	11,865
North East Ward	4,064	4,064	1,913	1,912	11,953
North West Ward	4,176	4,176	1,966	1,965	12,283
South Central Ward	4,040	4,040	1,901	1,900	11,881
South East Ward	4,180	4,180	1,967	1,966	12,293
South Ward	4,196	4,196	1,974	1,974	12,340
South West Ward	3,779	3,779	1,779	1,779	11,116
West Ward	4,367	4,367	2,056	2,055	12,845

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Darebin City Council

Appendix 8: Result information

Appendix 8: Result information

Central Ward count summary			
Enrolment	11,636		
Formal votes	8,731		
Informal votes	361 (3.97% of the total votes)		
Voter turnout	9,092 (78.14% of the total enrolment)		
Candidates (in ballot paper order)	First preference votes	Percentage	
TAYLOR, Alexander	486	5.57%	
WALTERS, Craig	534	6.12%	
CHIN, Zheng	1,588	18.19%	
ROWE, Cameron	753	8.62%	
MAY, Courtney	1,519	17.40%	
BECK, Rob	142	1.63%	
MESSINA, Lina	1,276	14.61%	
OLARIS, Kristine	2,433	27.87%	
Successful candidates			
OLARIS, Kristine			

North Central Ward count summary		
Enrolment	11,866	
Formal votes	8,958	
Informal votes	342 (3.68% of the total votes)	
Voter turnout	9,300 (78.38% of the total enrolment)	
Candidates (in ballot paper order)	First preference votes	Percentage
ITALIANO, Carmel	1,438	16.05%
LAHIFF-JENKINS, Carmen	1,044	11.65%

Appendix 8: Result information		Darebin City Counci
North Central Ward count summary		
LENEHAN, Jess	683	7.62%
TSALKOS, Vasilios	2,333	26.04%
HELMY, Mohammad	1,281	14.30%
WILLIAMS, Julie	1,834	20.47%
KEMP, Hamish	345	3.85%
Successful candidates		
TSALKOS, Vasilios		
North East Ward count summary		
Enrolment	11,954	
Formal votes	9,419	
Informal votes	315 (3.24% of the total votes)	
Voter turnout	9,734 (81.43% of the total enrolmen	t)
Candidates (in ballot paper order)	First preference votes	Percentage
LAURENCE, Tim Singh	2,307	24.49%
MACKIE, Nathan	572	6.07%
SMITH, Craig	1,728	18.35%
LAITALA, Nina	1,441	15.30%
NGUYEN, Kim Ly	1,085	11.52%
ARTURI, Matt	2,286	24.27%
Successful candidates		
ARTURI, Matt		
North West Ward count summary		
Enrolment	12,284	
Formal votes	9,709	
Informal votes	311 (3.10% of the total votes)	

Darebin City Council Appendix 8: Result information

North West Ward count summary			
Voter turnout	10,020 (81.57% of the total enr	olment)	
Candidates (in ballot paper order)	First preference votes	Percentage	
GRECO, Gaetano	5,616	57.84%	
SLATER, Adam	950	9.78%	
WOOD, Geraldine	1,951	20.09%	
PATERSON, Patchouli	1,192	12.28%	
Successful candidates			
GRECO, Gaetano			

South Central Ward count summary			
Enrolment	11,881		
Formal votes	8,948		
Informal votes	262 (2.84% of the total votes)		
Voter turnout	9,210 (77.52% of the total enrol	ment)	
Candidates (in ballot paper order)	First preference votes	Percentage	
JELLEY, Ruth	3,500	39.11%	
LANDRAY, Liz	2,482	27.74%	
DAVIES, Carmel	2,966	33.15%	
Successful candidates			
JELLEY, Ruth			

South East Ward count summary			
Enrolment	12,294		
Formal votes	9,556		
Informal votes	353 (3.56% of the total votes)		
Voter turnout	9,909 (80.60% of the total enrolmen	t)	
Candidates (in ballot paper order)	First preference votes	Percentage	

Appendix 8: Result information			Darebin City Counc
South East Ward count summary			
DIMITRIADIS, Emily	4,092	42.82%	
THEWLIS, Melanie	1,542	16.14%	
JOHNSTON, Mark	1,188	12.43%	
GREENE, Mary	113	1.18%	
LUNT, Carolyn M.	515	5.39%	
RENNIE, Susan	998	10.44%	
TSIGARAS, Elias	486	5.09%	
ATYEO, James	622	6.51%	
Successful candidates			
DIMITRIADIS, Emily			
Enrolment	12,341		
Formal votes	9,494		
Informal votes	323 (3.29% of the total votes)		
 Voter turnout	9,817 (79.55% of the total enrolme	nt)	
Candidates (in ballot paper order)	First preference votes	Percentage	
PANDILOVSKI, Melentie	4,281	45.09%	
PLOWMAN, Edward	1,425	15.01%	
O'BRIEN, Julie	3,788	39.90%	
Successful candidates			
O'BRIEN, Julie			
South West Ward count summary			
Enrolment	11,115		
Formal votes	8,459		
Informal votes	423 (4.76% of the total votes)		

Darebin City Council Appendix 8: Result information

South West Ward count summary				
Voter turnout	8,882 (79.91% of the total enro	ment)		
Candidates (in ballot paper order)	First preference votes	Percentage		
POLGLAZE, Kate	2,937	34.72%		
SANGSTER, Alexandra	2,779	32.85%		
ROSE, Cat	2,743	32.43%		
Successful candidates				
SANGSTER, Alexandra				
SANGSTER, Alexandra				

West Ward count summary			
Enrolment	12,846		
Formal votes	9,945		
Informal votes	403 (3.89% of the total votes)		
Voter turnout	10,348 (80.55% of the total enr	olment)	
Candidates (in ballot paper order)	First preference votes	Percentage	
PRICE, Steph	1,886	18.96%	
SANAGHAN, Brian	397	3.99%	
ZEMBEKIS, Leon	1,288	12.95%	
BHATHAL, Alex	1,372	13.80%	
NEWTON, Susanne	2,376	23.89%	
BOGLIS, Connie	2,626	26.41%	
Successful candidates			
BOGLIS, Connie			

Appendix 9: Election participation statistics

Darebin City Council

Appendix 9: Election participation statistics

Participation is measured by the number of marks on the roll as a percentage of total enrolment and can vary from turnout (total ballot papers counted as a percentage of total enrolment).

Darebin City Council election participation	2020	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	90.33%	88.16%	86.64%
20–24	82.95%	80.13%	80.02%
25–29	77.34%	72.73%	74.09%
30–34	77.60%	72.01%	73.31%
35–39	79.60%	75.31%	76.18%
40-44	81.89%	77.97%	78.99%
	84.64%	81.55%	81.92%
50–54	86.32%	84.10%	84.69%
 55–59	87.59%	87.41%	87.46%
60-64	88.94%	88.79%	89.16%
65–69	89.71%	89.23%	90.41%
70+	86.69%	87.14%	88.77%
Voters enrolled through section 241 of the LG Act	85.06%	81.03%	86.27%
Voters enrolled through sections 243–245 of the LG Act	65.80%	90.05%	60.96%
Total voters enrolled	83.39%	81.12%	84.12%

Darebin City Council

Appendix 9: Election participation statistics

Central Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council	North Central Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	88.89%	86.64%	18–19	78.62%	86.64%
20–24	76.47%	80.02%	20–24	76.25%	80.02%
25–29	68.55%	74.09%	25–29	74.43%	74.09%
30–34	72.75%	73.31%	30–34	72.94%	73.31%
35–39	74.58%	76.18%	35–39	75.00%	76.18%
40–44	77.64%	78.99%	40–44	75.65%	78.99%
45–49	81.07%	81.92%	45–49	80.18%	81.92%
50–54	83.40%	84.69%	50–54	82.66%	84.69%
55–59	86.07%	87.46%	55–59	87.77%	87.46%
60-64	86.79%	89.16%	60–64	86.21%	89.16%
65–69	86.52%	90.41%	65–69	87.50%	90.41%
70+	85.67%	88.77%	70+	85.28%	88.77%
Voters enrolled through section 241 of the LG Act	79.48%	86.27%	Voters enrolled through section 241 of the LG Act	80.04%	86.27%
Voters enrolled through sections 243–245 of the LG Act	88.14%	60.96%	Voters enrolled through sections 243–245 of the LG Act	87.04%	60.96%
Total voters enrolled	79.57%	84.12%	Total voters enrolled	80.10%	84.12%

Appendix 9: Election participation statistics

Darebin City Council

North East Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council	North West Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	90.21%	86.64%	18–19	87.43%	86.64%
20–24	79.94%	80.02%	20–24	83.29%	80.02%
25–29	76.28%	74.09%	25–29	77.65%	74.09%
30–34	71.91%	73.31%	30–34	74.85%	73.31%
35–39	78.84%	76.18%	35–39	76.52%	76.18%
40-44	78.26%	78.99%	40–44	80.91%	78.99%
45–49	82.32%	81.92%	45–49	81.55%	81.92%
50–54	84.53%	84.69%	50–54	84.12%	84.69%
55–59	87.35%	87.46%	55–59	86.16%	87.46%
60-64	87.25%	89.16%	60–64	88.15%	89.16%
65–69	91.79%	90.41%	65–69	90.96%	90.41%
70+	88.27%	88.77%	70+	88.65%	88.77%
Voters enrolled through section 241 of the LG Act	82.65%	86.27%	Voters enrolled through section 241 of the LG Act	83.14%	86.27%
Voters enrolled through sections 243–245 of the LG Act	88.20%	60.96%	Voters enrolled through sections 243–245 of the LG Act	85.11%	60.96%
Total voters enrolled	82.73%	84.12%	Total voters enrolled	83.16%	84.12%

Darebin City Council

Appendix 9: Election participation statistics

South Central Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council	South East Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	90.48%	86.64%	18–19	90.70%	86.64%
20–24	78.44%	80.02%	20–24	84.19%	80.02%
25–29	69.88%	74.09%	25–29	71.51%	74.09%
30–34	69.16%	73.31%	30–34	72.41%	73.31%
35–39	74.35%	76.18%	35–39	73.49%	76.18%
40–44	77.06%	78.99%	40–44	78.11%	78.99%
45–49	78.88%	81.92%	45–49	84.24%	81.92%
50–54	80.92%	84.69%	50–54	84.91%	84.69%
55–59	87.32%	87.46%	55–59	87.26%	87.46%
60-64	88.40%	89.16%	60–64	90.95%	89.16%
65–69	89.96%	90.41%	65–69	87.84%	90.41%
70+	87.96%	88.77%	70+	89.39%	88.77%
Voters enrolled through section 241 of the LG Act	78.53%	86.27%	Voters enrolled through section 241 of the LG Act	81.82%	86.27%
Voters enrolled through sections 243–245 of the LG Act	94.08%	60.96%	Voters enrolled through sections 243–245 of the LG Act	91.54%	60.96%
Total voters enrolled	78.73%	84.12%	Total voters enrolled	81.92%	84.12%

Appendix 9: Election participation statistics

Darebin City Council

South Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council	South West Ward election participation	n 2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	88.78%	86.64%	18–19	91.79%	86.64%
20–24	80.97%	80.02%	20–24	81.23%	80.02%
25–29	71.74%	74.09%	25–29	68.02%	74.09%
30–34	69.29%	73.31%	30–34	70.75%	73.31%
35–39	72.34%	76.18%	35–39	75.67%	76.18%
40–44	75.41%	78.99%	40–44	77.69%	78.99%
45–49	82.25%	81.92%	45–49	82.39%	81.92%
50–54	86.72%	84.69%	50–54	86.16%	84.69%
55–59	88.89%	87.46%	55–59	88.71%	87.46%
60-64	90.50%	89.16%	60–64	92.36%	89.16%
65–69	87.93%	90.41%	65–69	89.81%	90.41%
70+	86.15%	88.77%	70+	86.59%	88.77%
Voters enrolled through section 241 of the LG Act	80.46%	86.27%	Voters enrolled through section 241 of the LG Act	80.99%	86.27%
Voters enrolled through sections 243–245 of the LG Act	90.84%	60.96%	Voters enrolled through sections 243–245 of the LG Act	95.38%	60.96%
Total voters enrolled	80.57%	84.12%	Total voters enrolled	81.16%	84.12%

Darebin City Council

Appendix 9: Election participation statistics

West Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	86.56%	86.64%
20–24	80.43%	80.02%
25–29	76.53%	74.09%
30–34	74.01%	73.31%
35–39	76.98%	76.18%
40–44	80.96%	78.99%
45–49	81.11%	81.92%
50–54	83.52%	84.69%
55–59	87.13%	87.46%
60–64	88.48%	89.16%
65–69	90.79%	90.41%
70+	86.30%	88.77%
Voters enrolled through section 241 of the LG Act	81.93%	86.27%
Voters enrolled through sections 243–245 of the LG Act	87.50%	60.96%
Total voters enrolled	81.98%	84.12%

Appendix 10: Complaints Darebin City Council

Appendix 10: Complaints

Written complaints received by the VEC

Where an outcome is a follow-up response, the customer may have replied to the VEC's response and the VEC has therefore replied to that follow-up email.

Where an outcome has no action taken, this could be an anonymous submission that doesn't contain feedback and therefore can't be passed on to another team.

Date	Nature of complaint	Action taken by the VEC
Wednesday 21 August 2024	VEC Complaint - Enrolment entitlements	Response provided
Thursday 22 August 2024	VEC Complaint - Nomination process	Response provided
Saturday 14 September 2024	VEC Complaint - Signage local laws	Response provided
Monday 16 September 2024	VEC Complaint - Fines Victoria enforcement; Incorrect enrolment	Response provided
unday 22 September 2024	VEC Complaint - Overseas and interstate voting	Follow-up response provided
hursday 26 September 2024	VEC Complaint - Misleading and deceptive material; Candidate statement	Referred to Electoral Integrity and Regulation
Monday 30 September 2024	LGI Complaint - Misleading and deceptive material; False claims in material; Candidate statement	Referred to LGI
uesday 1 October 2024	LGI Complaint - Unauthorised material	Referred to LGI
Vednesday 2 October 2024	LGI Complaint - Postal material from third parties	No action
Vednesday 2 October 2024	LGI Complaint - Postal material from third parties	Referred to LGI
riday 4 October 2024	VEC Complaint - Unauthorised material; Advertising by local council; Conduct of candidate away from election office	Response provided
uesday 8 October 2024	VEC Complaint - Texts from candidates or parties; Calls from candidates or parties; Source of personal or contact information	Response provided
uesday 8 October 2024	VEC Complaint - Texts from candidates or parties	Response provided

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Darebin City Council Appendix 10: Complaints

Date	Nature of complaint	Action taken by the VEC
Wednesday 9 October 2024	VEC Complaint - Candidate questionnaire	Response provided
Monday 14 October 2024	VEC Complaint - Overseas and interstate voting; Checking enrolment	No action
Tuesday 15 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Thursday 17 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Tuesday 22 October 2024	VEC Complaint - Removal from roll	Response provided
Thursday 24 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Monday 28 October 2024	VEC Complaint - Postal vote not received by election	Response provided
Monday 28 October 2024	VEC Complaint - Postal vote not received by election; Failed to vote	No action
Monday 28 October 2024	VEC Complaint - Postal vote not received by election; Failed to vote	Response provided
Sunday 3 November 2024	VEC Complaint - Postal vote not received by election	Response provided
Monday 4 November 2024	LGI Complaint - Conduct of campaign worker at election office	Referred to LGI
Sunday 10 November 2024	LGI Complaint - Recount	Referred to LGI
Monday 11 November 2024	LGI Complaint - Results; Conduct of campaign worker at election office	Referred to LGI

Appendix 10: Complaints Darebin City Council

Victorian Electoral Commission

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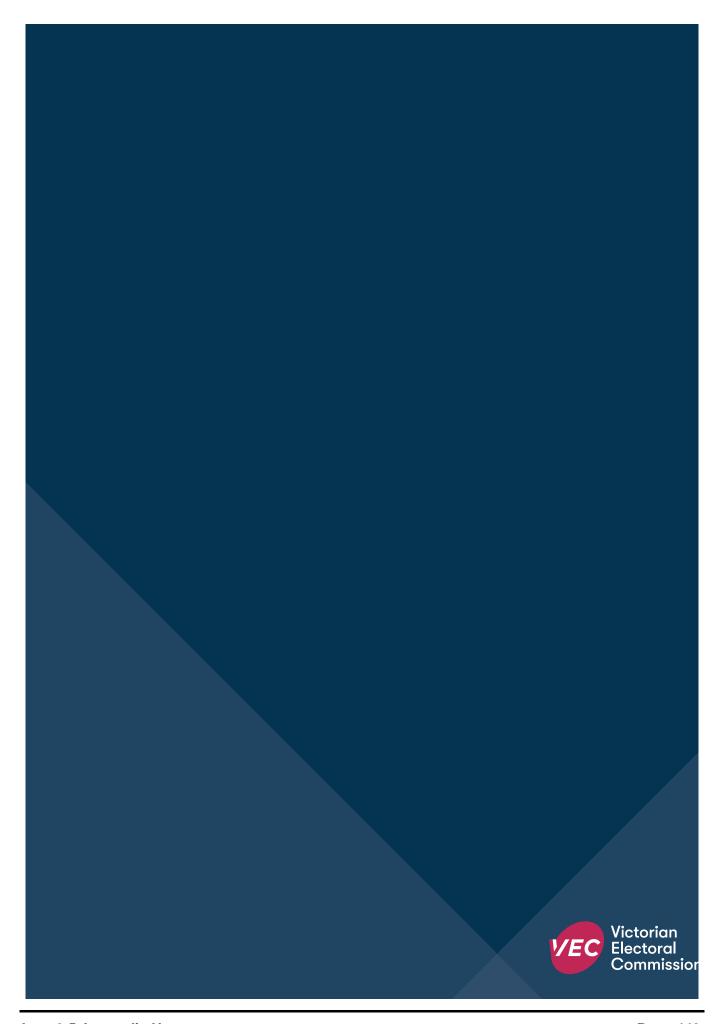
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(Victorian Electoral Commission) April 2025

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9.6 MELBOURNE WATER PIPE TRACK SHARED USER PATH

FEASIBILITY STUDY SCOPING REPORT

Author: General Manager City Sustainability and Strategy

Reviewed By: General Manager City Sustainability and Strategy

EXECUTIVE SUMMARY

This report:

 Provides scoping information about how a feasibility study for a path along the vacant Melbourne Water pipeline track would be approached, indicative costings and approach to working with the State Government, and

 Recommends Council considers allocating \$45,000 through its 2025-26 Budget Process to deliver the study, and writes to the State Government to seek funding support and to start formal discussion about project delivery.

Officer Recommendation

That Council:

- (1) Notes that "Investigate a new section of trail from High Street (near the Melbourne Water Reservoirs) along the vacant pipe reserve to the Merri Creek Trail at Murray Road. Existing road crossings to be considered" is number 5 of Darebin's top 10 priorities identified in the 2022 Northen Trails Strategy.
- (2) Considers funding a \$45,000 Feasibility Study through the 2025-26 Budget process for developing a detailed feasibility study for a bike, pram, and walking trail along the Melbourne Water pipe reserve between Elizabeth Street and the Mernda Rail-line in Reservoir.
- (3) Writes to the Victorian Minister for Water, the Chair of Melbourne Water, and the Preston Member for Parliament seeking a financial contribution towards developing the feasibility study, and to commence formal discussions about project delivery.

BACKGROUND / KEY INFORMATION

The Melbourne Water pipe reserve is identified as the fifth priority for Darebin in the Northern Regional Trails Strategy 2022. The process of reviewing and updating this document included engagement with the community.

Darebin priorities one to four are:

- Investigate a new section of trail along the creek from Carrington Road to Edwardes Lake. Explore the feasibility of a trail between Kia Ora Road and Henty Street on the east bank.
- 2. Construct a section of trail along the creek from Glasgow Avenue to the Metropolitan Ring Road.
- 3. Improve access at the St Georges Road / Merri Parade / Charles Street intersection to connect the Merri Creek Trail to the Northern Pipe Trail and create a direct access point to and from the trail with pedestrian and cyclist priority.

4. Investigate the feasibility of a new section of trail, including a new bridge crossing, from the Darebin Creek Trail, at Holt Parade, around Mount Cooper to connect to the existing section of trail at Snake Gully Drive.

A map of all 10 Darebin priorities can be found here: Northern Regional Trails Strategy Darebin Priorities – Google My Maps

Officers have started discussions with Melbourne Water officers about this Northen Trail Strategy priority project.

Previous Council Resolution

At its meeting held on 24 March 2025, Council resolved:

'That Council:

- 1. Notes the significant community interest and the need for improved active transport infrastructure in the Reservoir area, particularly the demand for safer and more accessible routes for pedestrians, cyclists, and families with prams.
- 2. Notes that the 2022 Northen Trails Strategy includes investigating a new section of the Pipe trail from High Street along the vacant pipe reserve to the Merri Creek Trail at Murray Road as one of the top ten priorities for Darebin.
- 3. Acknowledges the potential to create a bike, pram, and walking trail, which could connect several key streets, including:
 - a. Powell Street
 - b. Cameron Street
 - c. Dunstan Street (only one side)
 - d. Jacka Street and George Street
 - e. The laneway behind Benambra Street f. North Street
- 4. Requests that a scoping report is prepared and tabled at the 28th April 2025 Council meeting, addressing what would be needed to prepare a detailed feasibility study for the development of a bike, pram, and walking trail along the vacant Melbourne Water pipe reserve in 1 of 2 Reservoir and Preston, including:
 - a. Improving connectivity for residents by creating a safe, continuous route for active transport.
 - b. Technical work needed to prepare the feasibility study including:
 - i. A detailed assessment of the potential for opening the Melbourne Waterway underground access and the costs involved.
 - ii. An evaluation of the environmental impact and safety considerations, particularly around existing water infrastructure.
 - c. Indicative costs for building and maintaining the trail, and potential funding options for the project, including state or federal grants and any possible collaboration with Melbourne Water.
 - d. The approach to ensure residents' input is considered during the planning process.
 - e. An indicative timeline for the project and any potential challenges or logistical considerations.
 - f. How this trail could be integrated into Darebin's broader active transport network and support the city's goals of sustainable, accessible urban development.'

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

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

DISCUSSION

Scoping Report

The scoping report described here provides the overall proposed items for inclusion in the detailed feasibility study. The study would be useful for Council to make informed future decisions about transport infrastructure investment, working with Melbourne Water to deliver the project, and for funding advocacy:

<u>Description:</u> the development of a detailed feasibility study for a bike, pram, and walking trail along the Melbourne Water pipe reserve between Elizabeth Street and the Mernda Rail-line in Reservoir.

<u>Outcome:</u> Improving connectivity for residents by creating a safe, continuous route for active transport.

<u>Constraints:</u> The land in question is 90% owned by Melbourne Water. Where possible, the Melbourne Water pipe reserve will be prioritised for connecting the sections of trail and destinations. Where safety, complexity, land ownership, utility assets (including underground assets) or route efficiency challenges arise, alternatives will be explored.

<u>Impacts:</u> Identification of potential environmental, social, and economic impacts, including cumulative impacts.

<u>Method:</u> Safety assessments and analysis of options will rely on relevant Australian Standards and Austroads guides. Where these items diverge from endorsed standard layouts or design standards of Melbourne Water then negotiation and first principles will be used to make a recommendation.

<u>Consultation:</u> Melbourne Water, public transport operators and the community will be engaged at a practical level to inform recommendations. The approach would be an engage level engagement that aligns with Councils Consultation and Engagement Policy.

<u>Output:</u> The final product will be in the form of a report. The details included will be all of the above, concept sketches for all elements of the project, and active transport network integration. Estimated costings for construction and maintenance, including partnering options or grant funding, will also be included.

Process and Timeline

The following process stages and hold points are recommended if Council decides to progress this project though its 2025-26 Budget development process:

- Write to Melbourne Water to seek a funding contribution towards the feasibility study, and to start formal discussions about project delivery
- Allocate operating project budget in 2025-26 financial year
- Commence feasibility study July 2025 start, and finish 6 to 9 months later (noting work may extend into 2026-27 to balance delivery of other strategic transport work endorsed by Council through its Council Plan and Budget)
- Council considers the draft feasibility study
- Consultation from April 2026 (potentially later depending on 2025-26 endorsed projects)
- Council considers feedback from the community and decides whether to endorse the feasibility study and draft concept plans
- Through the budget process annually, Council considers whether to progress the design or construction of the project or parts of the project, and/or
- Council commences negotiations with the State Government, seeking Melbourne Water to fully fund delivery
- Design and construction will take up to 3 years, and delivery dates depend on budget allocation, Melbourne Water support and project facilitation, and possibly State Government funding support.

Projected Project Cost

The following is a broad estimate of the costs associated with this project over many years. As the project is only partially on Council owned land, the costs of this project cannot be capitalised (i.e. included in the Capital Works Plan):

- Feasibility study: \$45,000. 2025-26 (possibly also 2026-27) financial year/s. Operating budget.
- External delivery to minimise the impact on other Council access and mobility priorities.
 This includes consultancy fees to prepare reports and plans, and contractor fees to identify utility assets.
- Consultation: \$2,500
- Internal delivery using operational budget.
- Design and Delivery (inc. construction): \$2.5 million
- Cost spread over multiple years, could commence in 2026-27
- Ongoing maintenance (indicative): \$28,000 annually
- Calculated on the basis of \$600 per linear metre and 30-year life expectancy for similar paths. Path length is 1400m. No including line-marking maintenance or bollard/gate damage.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

The cost section above considers the estimate values for progressing, delivering and maintaining this project.

The costs will be refined once the feasibility and design stages have been completed. Procurement for the construction of the project will give the highest level of confidence in cost though this is not possible until prior stages are complete.

This report recommends Council write to the State Government seeking a funding contribution to the feasibility study, and to start formal discussion about project delivery.

Community Engagement

The project would have a community engagement plan developed and approved in line with endorsed processes. If Council funds the feasibility study through its 2025-26 Budget, officers will use this authorisation to undertake consultation.

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

(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

(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)

Promoting active travel and providing safe alternatives for people to choose is aligned with the Darebin Transport Strategy and Climate Emergency Plan.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

A gender and equity impact assessment has not been delivered at this stage. If the project is funded, this will be one of the first things completed to seek feedback on the approach and also the output.

Economic Development and Cultural Considerations

An economic assessment has not been prepared at this stage. There may be opportunities for artwork along active travel link, and delivering the project may provide other safe options for

accessing the activity precinct surrounding the Gilbert / Regent intersection.

Operational Impacts

Detailed operational impacts will be assessed through the feasibility study.

Legal and Risk Implications

The land is largely not owned by Darebin Council so legal agreements that commit responsibilities would need to be entered if a path is constructed. The crossing points should be developed to align with current best practice and design standards for active travel crossings.

IMPLEMENTATION ACTIONS

If referred to and included in the annual budget for 2025/26, a comprehensive project plan encompassing all elements of the scoping report for the delivery of the detailed feasibility study will be created. Delivery will be as per the adopted budget and scoping report.

RELATED DOCUMENTS

- Northern Regional Trails Strategy 2022
- Your Street, Your Say Area A Council Decision

Attachments

Nil

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.

10. ITEMS TO BE TABLED

Nil

11. NOTICES OF MOTION

11.1 YOUR STREET YOUR SAY (YSYS) - GROUP A

Councillor: Connie BOGLIS OAM

NoM No.: 16/24-28

Take notice that at the Council Meeting to be held on 28 April 2025, it is my intention to move:

That Council receives a comprehensive report that:

- (1) Details the current status of all 'Your Street, Your Say' Group A projects 2022 for the May 2025 council meeting, including:
 - a. Projects completed to date.
 - b. Projects in progress, with expected completion timelines.
 - c. Projects yet to commence, with explanations for delays namely:
 - Project 18. Regent Street (47 submissions)
 - Project 12. Gilbert and Henty intersection (32 submissions)
 - Project 8. Cramer St between Gilbert Road & Jessie Street (priority
 - project 27 submissions)
 - Project 20. Cramer Street & Preston Market (25 submissions)
 - Project 15. Edwardes St and Gilbert Road intersection (24 submissions)
 - Project 6. Northern Reservoir, including Broadhurst ave, Henty Street and Edwardes St (priority project – 21 submissions)
 - Project 9. Mary St/Bell St (13 submissions)
 - Project 11. Murphy St & Symons (21 submissions)
 - **Project 19. Murray Road (19 submissions)
- (2) Includes the development a prioritised action plan and timeline for the completion of outstanding Group A projects, to mitigate further delays.
- (3) Considers allocating appropriate funding in the upcoming budget to facilitate the expedited completion of the 'Your Street, Your Say' Group A projects, ensuring that these community-prioritised initiatives receive the necessary financial support.
- (4) Ensures Council revises its communication approach on Your Street Your Say to improve transparency by regularly informing residents on the progress of each project, via councils' communications channels.

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Rationale:

The 'Your Street, Your Say' initiative was launched to involve the Darebin community in identifying and prioritizing local street improvements. Group A, encompassing areas such as Reservoir West, Preston West, and Thornbury West, underwent consultation phases in 2021 and 2022, leading to the adoption of various projects aimed at enhancing safety, accessibility, and liability in these neighbourhoods.

The initiative received 512 submissions, however, since the Council's adoption of these projects on 26 September 2022, there has been limited progress in their implementation with only James St pop up park completed. The Council meeting minutes from 24 June 2024 indicated an acknowledgment of the need to accelerate these projects by seeking grant funding as it becomes available. Over \$2 million dollars was allocated to this and there is no explanation as to where the funding has now gone and why these priorities, were not prioritised.

The community has expressed concerns regarding the delays, emphasizing the importance of translating community consultations into tangible improvements, many of these being the safety of children getting to and from school with their families, bike and pathway improvements for commuter safety. By allocating necessary funding and resources in the upcoming budget, the Council can demonstrate its dedication to transparency and fulfilling community expectations and enhancing the quality of local streets in the Group A areas.

Notice Received: 07 April 2025

Notice Given to Councillors 07 April 2025

Date of Meeting: 28 April 2025

Attachments

Nil

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- **12. URGENT BUSINESS**
- 13. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL

Nil.

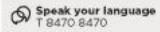
14. CLOSE OF MEETING

CITY OF DAREBIN

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