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AGENDA OF THE ORDINARY COUNCIL MEETING

To be held on Tuesday 28 July 2026 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 before 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 future leaders.

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

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

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



English

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

Arabic

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

Chinese

这些是市议会会议纪要。如需协助了解任何纪要项目，请致电8470 8888。

Greek

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

Hindi

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

Italian

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

Macedonian

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

Nepali

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

Punjabi

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

Somali

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

Spanish

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

Urdu

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

Vietnamese

Đây là những Biên bản 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. Emily Dimitriadis (Mayor)
Cr. Matt Arturi (Deputy Mayor)
Cr. Connie Boglis OAM
Cr. Ruth Jelley
Cr. Julie O'Brien
Cr. Kristine Olaris OAM
Cr. Alexandra Sangster
Cr. Vasilios Tsalkos
Cr. Angela Villella

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 16 June 2026 and the Special Meeting of Council held on 30 June 2026 be confirmed as a correct record of business transacted.

6. COUNCIL'S OCCUPATIONAL HEALTH AND SAFETY RESPONSIBILITIES

7. QUESTION AND SUBMISSION TIME

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

QUESTIONS

Members of the public wishing to ask questions at an Ordinary Council meeting must submit their question(s) by 12 noon on the day before the meeting. Up to three (3) questions may be submitted.

Questions not lodged by 12 noon on the day before the Council Meeting will not be accepted, and **no questions will be taken from the floor 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 verbal submission on a report listed on the Council Meeting Agenda (unless not permitted pursuant to the Councils Governance Rules) must register online by 12 noon on the day before the meeting and must be in attendance (in person or virtual) at the meeting to make their submission.

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) or item of Urgent Business presented at a Council meeting.

HOW TO REGISTER TO ATTEND THE MEETING, SUBMIT YOUR QUESTION OR MAKE 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 12 noon on the day before the meeting in one of the following ways:

- (a) online at darebin.vic.gov.au;
- (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 DAREBIN FAMILIES, YOUTH AND CHILDREN STRATEGY - PROPOSED COLLABORATIVE GOVERNANCE FRAMEWORK AND COLLECTIVE ACTION PLAN

Author: Coordinator Community Planning and Initiatives

Reviewed By: Chief Executive Officer

EXECUTIVE SUMMARY

The [Darebin Families, Youth and Children Strategy \(FYC Strategy\)](#) was endorsed in August 2024, aimed at strengthening strategic alignment, partnership development, and collective action across the range of stakeholders and sectors who work with and support Darebin's children, young people and families. In order to implement the FYC Strategy over the coming two years, this report presents both a Draft Collaborative Governance Framework and Draft Collective Action Plan.

The background section provides detail on the intent of the FYC Strategy and its development, including the significant community engagement process undertaken, and how the key elements of the adopted FYC Strategy inform both the Draft Collaborative Governance Framework (Appendix A) and Draft Collective Action Plan (Appendix B). The report then proposes an approach to implementation that best supports and realises the intent of the FYC Strategy.

Officer Recommendation

That Council:

- (1) Endorses the Draft Collaborative Governance Framework (**Appendix A**) in order to commence implementation of the FYC Strategy.
 - (2) Notes that the Draft Collective Action Plan (Appendix B) is an operational document not requiring Council endorsement due to it being subject to change through ongoing and evolving partner collaboration.
 - (3) Supports that the delivery of the Draft Collective Action Plan be the responsibility of the FYC Strategy Steering Group.
 - (4) Receives annual updates on the effectiveness of the Draft Collaborative Governance Framework and progress of actions in the Draft Collective Action Plan, with the first annual update to be received before end of July 2027.
-

BACKGROUND / KEY INFORMATION

The development of a Families, Youth and Children Strategy (the FYC Strategy) was an action in the 2021-2025 Council Plan and was endorsed by Council on 26 August 2024.

This strategic document replaced the previous Early Years Strategy 2011-21 and Youth Services Strategy 2019-21, with the aim of supporting partners (including Council) to adopt an integrated, long-term, and strategic approach to improving outcomes for children and young people from 0-25 years and their families.

The FYC Strategy was developed through an extensive two-stage community engagement process with key stakeholders and prospective partners.

The result is an agreed strategic platform for partnership development that strengthens alignment and provides ongoing opportunities for collaboration. More information on the FYC Strategy can be found at [Darebin Families, Youth and Children Strategy](#).

Due to operational changes, there was an initial delay in commencing the implementation of the FYC Strategy. This project was added as an action in the Our Darebin Annual Action Plan 2025-26 – 2.3.1.1 *Develop an initial 2-year Action Plan to accompany the Families, Youth and Children Strategy*. To support implementation, the adopted FYC Strategy contains three agreed key elements:

1. Action Areas	2. Guiding Principles	3. Principles for Collaboration & Action
Essentials for life	Community leadership	Listening and learning, relationships, trust
Inclusion & belonging	A collaborative & responsive service system	Sharing power and resources
Health & wellbeing	Cultural safety	Aligning our efforts, staying adaptable
Safety & independence	Equity	Taking action, being courageous.
Learning		

The five Action Areas provide guidance on current and emerging needs – where the collective's efforts should be focused. The Guiding Principles are key considerations that cut across each of the five Action Areas, helping shape or nudge actions. The Principles for Collaboration and Action are guidelines for collaboration – how partners agree to work together. [1] and [2] inform development of the Collective Action Plan (i.e. what the collective will work on), whilst [3] inform development of a governance framework (i.e. how the collective will organise to get the work done).

Previous Council Resolution

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

'That Council:

- (1) Endorses the proposed final Families, Youth and Children Strategy at Appendix A and delegates to the CEO the ability to make minor editorial amendments that do not materially alter the Strategy to finalise its publication.*
- (2) Notes the Families, Youth and Children Strategy Stage 2 community engagement summary report at Appendix B and thanks the community and stakeholders for providing valuable feedback during Stage 2 community engagement.*
- (3) Thanks, the Families, Youth and Children Strategy Reference Group and the Young Citizen's Jury for their invaluable guidance and contribution at each stage of the development of this project.*
- (4) Notes that following adoption of the Families, Youth and Children Strategy, public facing versions of the document will be developed for dissemination across the community, including a child-friendly version of the document.*
- (5) Notes that following adoption of the Families, Youth and Children Strategy, Council and partners will continue their ongoing collaborative work to develop the first Council and Partner Collective Action Plan to implement the Strategy. This Action Plan will be brought back to Council for consideration and approval in due course.'*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Pillar 1: Vibrant, Healthy and Connected

ALIGNMENT TO OUR DAREBIN PLAN 2025-29

Strategic Direction 2: Equity, Diversity and Inclusion - A City where our rich diversity is celebrated, everyone can thrive and belong, and our services, programs, places and spaces are equitable, responsive, inclusive and accessible to all.

Our Darebin Plan 2025-29 – 2.3.1 *Deliver the Darebin Families, Youth and Children Strategy*; Our Darebin Annual Action Plan 2025-2026 – 2.3.1.1 *Develop an initial 2-year Action Plan to accompany the Families, Youth and Children Strategy*.

DISCUSSION

Recommended approach to implementation and Council endorsement

The Council resolution to adopt the FYC Strategy included that an accompanying “*Collective Action Plan...be [developed and] brought back to Council for consideration and approval*”. Further work and consideration by officers have led to an alternative proposal to Council endorsement that [i] best supports and realises the intent of the FYC Strategy; and, [ii] presents an opportunity for Council to innovate in its approach to partnership development. The proposal is that the governance framework instead be endorsed given that this is the critical piece that lays the foundations for sharing of power and decision-making across the partnership. The Collective Action Plan would then truly be a partnership document, an evolving ‘work-in-progress’ plan subject to ongoing negotiation and change. The alternative approach, where proposed partnership actions are contingent on Council endorsement or approval, would reproduce power dynamics that attract expectations of Council as principal leader, driver, and funder of projects, rather than as one partner amongst many actors. The proposed approach seeks to change these dynamics and draw on the significant experience and expertise of Darebin’s community leaders and organisations.

Draft Collaborative Governance Framework

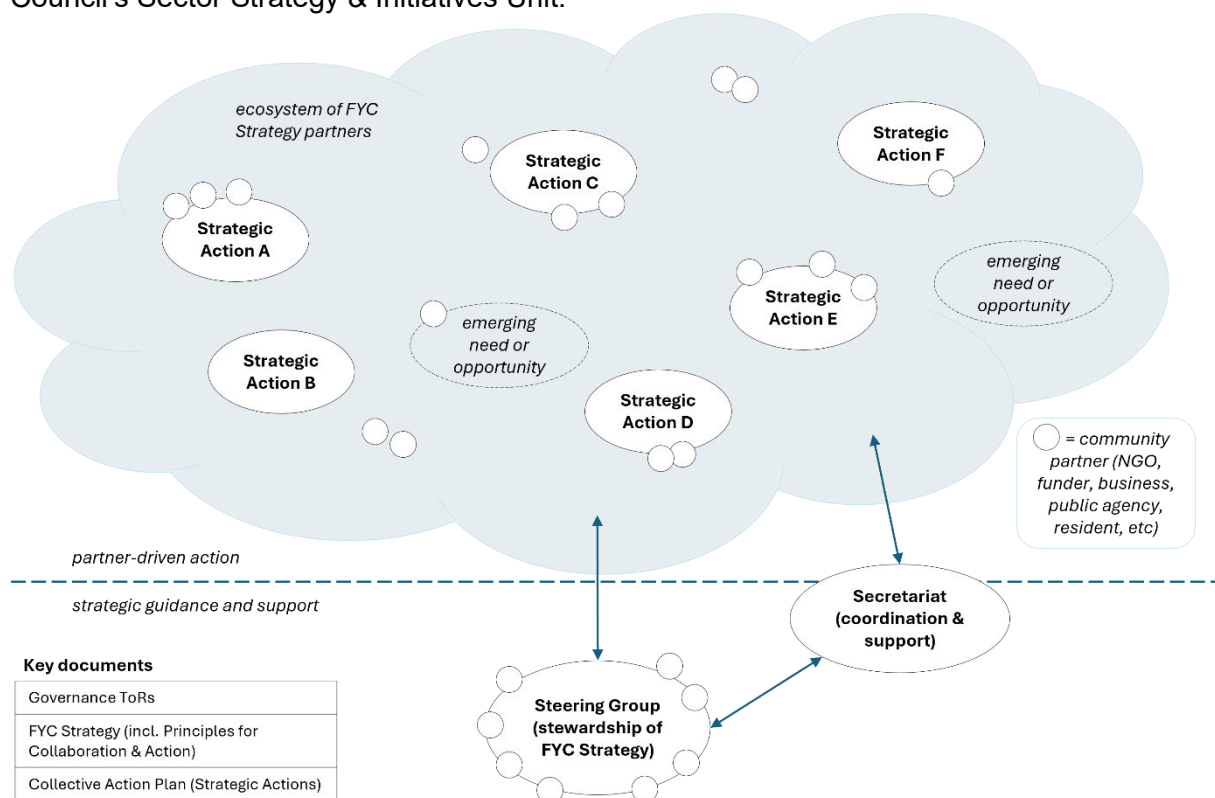
As described above, the development of a governance framework is guided by the FYC Strategy’s ‘Principles for Collaboration and Action’. To organise and work according to these principles, a form of ‘collaborative governance’ is most appropriate, given the centrality of shared power and decision-making across organisational and sectoral boundaries, including community. In the early stages of the partnership maturity, a Constellation Model (a form of collaborative governance) is proposed (model adapted from [Surman & Surman](#) and [Tamarack Institute](#)). The features of this model that suit the current context are that it is ‘lightweight’ (i.e. low bar of entry, less formal, to allow for the building of relationships and trust), adaptable (strategic actions are at various stages of incubation; allows for structural changes as needed), and action-focussed (the partnership ‘constellations’ can get to work quickly). The governance model consists of a Steering Group, a series of Strategic Action Groups, with the overall structure supported by a Secretariat function (see visual on page 4).

Strategic Actions (or ‘constellations’) form around emerging needs or opportunities identified by partners, driven by the energetic leadership of one or more partners.

The complexity and scale of the need or opportunity, as well as proposed response, determine the extent of formality, duration, and resourcing of a Strategic Action Group. Each Strategic Action Group works through the following project phases: [i] Readiness; [ii] Planning; and, [iii] Implementation. A Strategic Action Group becomes inactive when energy declines, conditions change, or work is completed.

The Steering Group – made up of leadership from across partner organisations – provides strategic guidance and monitors progress of Strategic Action Groups, ensures alignment of work to FYC Strategy, and reviews the effectiveness of the overall governance structure and associated processes. Whilst decision-making and authority regarding Strategic Actions is largely left to Strategic Action Groups themselves (the Steering Group does not ‘approve’ of projects and collaborative work *per se*), the Steering Group listens and provides feedback on collaboration dynamics (i.e. the strength and prospects of each Strategic Action Group), the theory of change proposed, and recommends additional potential partners and funding avenues. Whilst initial Strategic Actions will be drawn from the Collective Action Plan, future areas of action will be generated as part of the overall partnership, with the Steering Group providing for formal engagement mechanisms if needed to surface emerging needs and opportunities.

The Secretariat function is a lean coordination team that supports the overall partnership to move forward together, acting as the critical intermediary between the Steering Group and Strategic Action Groups. As directed by the Steering Group, this includes developing systems and processes, troubleshooting issues, facilitating meetings, and supporting new partners. It is proposed that this coordination and facilitative function be performed by Council’s Sector Strategy & Initiatives Unit.



More information can be found in **Appendix A**.

Drafting the Collective Action Plan

Three facilitated workshops were held during March 2026 with internal and external stakeholders to identify opportunities for collective action and gather information on initiatives and programs planned over the coming two years (2026/27 & 2027/28) that relate to children, young people and families. A range of needs and opportunities were identified and workshopped (see Appendix C for an Outcomes Report from the workshop series).

Whilst this engagement process garnered a range of potential actions, the development of the Collective Action Plan focussed on generating a limited number of actions with high potential for collaboration and community impact.

This approach differentiates the Collective Action Plan from recently endorsed action plans that are largely Council-driven, inwardly focussed, and the responsibility of Council to deliver.

Through the stakeholder workshop series and further engagement, six impactful and achievable strategic actions have been drafted which will be further developed with partners:

- A. Strengthen program and service offering for 'middle years' cohort to build resilience and as prevention against disengagement and poor mental health in adolescence
- B. Develop a coordinated and inclusive model for student and work placements across Darebin to support increased employment outcomes for young people aged 15 to 24
- C. Pilot a standardised evaluation framework to measure social and health impacts across select programs and services
- D. Establish a regional homelessness consortium as a sustainable model for responding to people sleeping rough
- E. In response to the *Best Start, Best Life* reforms, co-design and implement service models that support the ongoing viability of community-managed kindergartens
- F. Increase childhood vaccination rates in Darebin North to support long-term health and wellbeing of children and young people.

Importantly, these actions are not the responsibility of Darebin Council to implement – Council contributes as a partner within the Collective. These actions are a starting point that will be further tested, refined, and prioritised through the Collaborative Governance Framework.

More information on the Draft Collective Action Plan can be found in Appendix B.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

There are no direct financial implications from this work. Partnership projects generated from this work that require additional resources will seek grant opportunities or be referred to Council's budget process (if appropriate) or other funding sources. The Council staffing resources required for the Secretariat function of the Draft Collaborative Governance Framework can be accommodated within existing resources. This resourcing will be monitored and reported on as part of annual updates to Council.

Community Engagement

The FYC Strategy was developed with input from more than 1,000 community members and stakeholders through an extensive, two-stage community engagement process.

Engagement for the development of the Draft Collective Action Plan included three workshops with representation across internal departments and external organisations with a total attendance of 62 people.

Other Principles for consideration

The proposed Collaborative Governance Framework seeks to support the development of critical partnerships that will address some of Darebin's key challenges for children, youth and families. The approach is adaptable to changing needs, affording regular review of progress and monitoring of relevant conditions.

Overarching Governance Principles and Supporting Principles

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

Strategic Planning Principles

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

COUNCIL POLICY CONSIDERATIONS**Environmental Sustainability Considerations (including Climate Emergency)**

Climate Emergency and other sustainability considerations are important contextual factors impacting the lives of children, young people and families, and will surface in the work through the FYC Strategy Steering Group and Strategic Action Groups.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

Equity, inclusion, wellbeing and human rights are fundamental considerations in the FYC Strategy, reflected in the guiding principles of 'Equity' and 'Cultural Safety'. An Equity Impact Assessment (EIA) was completed to inform the development of the Community Engagement Plan and overall project plan.

Economic Development and Cultural Considerations

Employment and career opportunities are a particular concern for young people, which is reflected in Strategic Action to '*Develop a coordinated and inclusive model for student and work placements*'.

Operational Impacts

There are no operational impacts at this stage.

Legal and Risk Implications

No legal or risk implications have been identified at this stage.

IMPLEMENTATION ACTIONS

- August-September 2026 – Establish FYC Strategy Steering Group
- September-October 2026 – Establish Strategic Action Groups
- November 2026-June 2027 – Strategic Action Groups work on Collective Action Plan, supported by FYC Strategy Steering Group and Secretariat
- July 2027 – First annual update to Council on the progress of the Collective Action Plan and effectiveness of the Collaborative Governance Framework.

RELATED DOCUMENTS

- [Darebin Families, Youth and Children Strategy](#)

Attachments

- Draft Collaborative Governance Framework (**Appendix A**) [↓](#)
- Draft Collective Action Plan (**Appendix B**) [↓](#)
- FYC Strategy Action Planning Workshop Series - Outcomes Report - March 2026 (**Appendix C**) [↓](#)

DISCLOSURE OF INTEREST

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

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

Darebin Families, Youth and Children Strategy – Collective Action Plan

Collaborative Governance Framework Proposal

1. Purpose and context

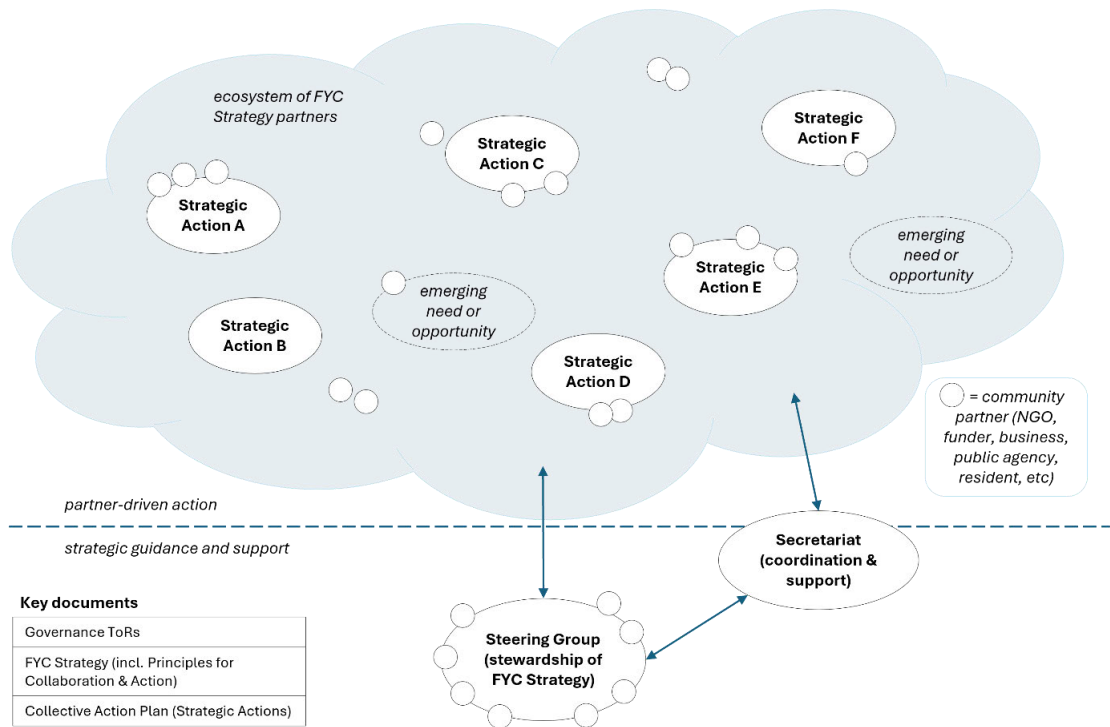
Following the development of the Darebin Families, Youth and Children Strategy (FYC Strategy) and subsequent stakeholder workshop series to develop the accompanying Collective Action Plan, a governance framework is now required to enable and support work on the proposed strategic actions. The FYC Strategy includes ‘Principles for Collaboration and Action’ which were developed with partners to guide how the work would be undertaken. These principles include:

- *Listening and learning, relationships, trust*
- *Sharing power and resources*
- *Aligning our efforts, staying adaptable*
- *Taking action, being courageous.*

The governance framework proposed reflects these principles.

2. Overview of proposed governance framework

To establish a framework that aligns with the above principles and overall objectives of the FYC Strategy, it is proposed that a form of collaborative governance is most appropriate, given the centrality of shared power and decision-making across organisational and sectoral boundaries, including community. In the early stages of the partnership maturity, a ‘Constellation Model’ (a form of collaborative governance) will be employed (model adapted from [Surman & Surman](#) and [Tamarack Institute](#)).



The features of this model that suit the current context are that it is ‘lightweight’ (i.e. low bar of entry, less formal, to allow for the building of relationships and trust), adaptable (strategic actions are at various stages of incubation; allows for structural changes as needed), and action-focussed (the partnership ‘constellations’ can get to work quickly). Strategic Actions (or ‘constellations’) form around emerging needs or opportunities identified by partners, driven by the energetic leadership of one or more partners. The complexity and scale of the need or opportunity, as well as proposed response, determine the extent of formality, duration, and resourcing of a Strategic Action Group. The governance model consists of a Steering Group, a series of Strategic Action Groups, and a Secretariat function.

3. Roles and functions

Body	Function
Steering Group	The Steering Group – made up of leadership from across partner organisations – provides strategic guidance and monitors progress of Strategic Action Groups, ensures alignment of work to FYC Strategy, and reviews the effectiveness of the overall governance structure and associated processes. The Steering Group drives the collaborative approach that leverages existing relationships, expertise and in-kind contributions across the network. Specific functions include: • Reviewing effectiveness (evaluation) of the governance structure and anticipating future needs as the partnership approach matures; • Monitoring the progress and effectiveness of Strategy Action Groups; • Adjusting roles, membership, or Strategy Action Group arrangements to support effective collaboration; • Monitoring emerging community needs and opportunities relevant to the FYC Strategy.

	- Identify opportunities to strengthen partnerships, leverage collective resources and remove barriers to collaborative action; - Promoting information sharing, learning and cross-sector engagement.
Strategic Action Groups (SAGs)	The Strategic Action Groups are flexible, action-oriented working groups that form around an emerging need or opportunity. They assess, refine, co-design and implement a partnership response. Membership is flexible and varies according to the nature and requirements of the need or opportunity (e.g. scale, complexity, resourcing). A Strategic Action Group becomes inactive when energy declines, conditions change, or work is completed. Specific functions include: - Organising around a specific priority area, community need, or opportunity; - Bringing together relevant partners, stakeholders, and subject matter expertise; - Developing shared understanding of the issue using evidence, data and community insight (community feedback and workshop data); - Testing and refining potential responses through collaborative problem-solving; - Co-designing partnership approaches and practical solutions; - Implementing agreed actions where there is sufficient alignment and readiness; - Coordinating contributions and in-kind support between participating organisations; - Adapting, scaling, or discontinuing actions based on learning and feasibility; - Monitoring progress and outcomes for the specific issue area; - Sharing insights, progress, and learning related to that issue with the broader system.
Secretariat	The Secretariat function is a lean coordination team that supports the overall partnership to move forward together, acting as the critical intermediary between the Steering Group and Strategic Action Groups. As directed by the Steering Group, this includes developing systems and processes, troubleshooting issues, facilitating meetings, and supporting new partners. The Secretariat plays a facilitation and system-enabling role that supports the effective functioning and ongoing coherence of the collaborative governance model. It is proposed that this coordination and facilitative function be performed by Council's Community Planning & Initiatives Unit. Specific functions include: - Supporting the establishment and practical setup of SAGs, including clarifying purpose, scope and membership; - Facilitating alignment between groups (that enable the work) to avoid duplication and identify opportunities for collaboration; - Providing tools, templates, and lightweight processes to support consistent ways of working; - Supporting communication between SAGs and the Steering Group to enable shared understanding of progress and insights;

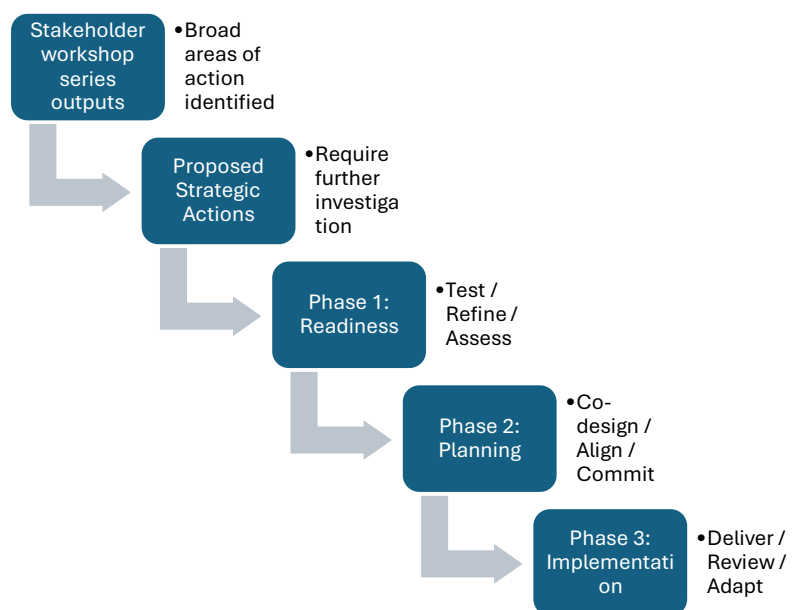
	• Surfacing learnings, patterns, and system-wide themes emerging across SAGs; • Maintain visibility of activity across the system to support coordination and reduce fragmentation; • Supporting reflection on how the governance model is functioning and where improvements may be needed.
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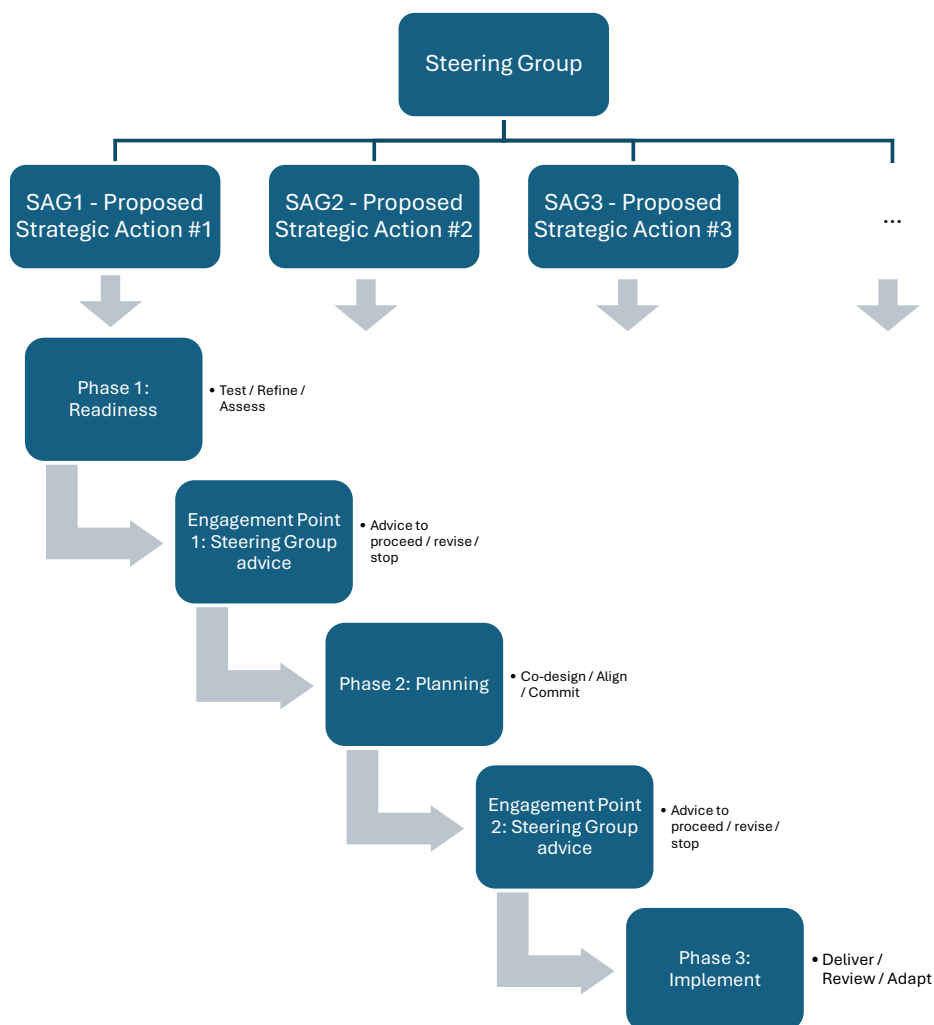
4. Decision-making

Each Strategic Action Group works through the following project phases for each Strategic Action: [i] Readiness; [ii] Planning; and, [iii] Implementation. The model recognises that the current strategic actions are working propositions, not fixed commitments, and will be tested and refined through a structured Readiness phase before progressing into Planning and Implementation phases.

Decision-making and authority regarding Strategic Actions is largely left to Strategic Action Groups themselves. The Steering Group does not 'approve' of projects and collaborative work *per se*, as the objective is to support and enable collaboration, not stifle it. The Steering Group's role is to listen and provide high-level feedback. Through these phases, this feedback includes observations on collaboration dynamics (i.e. the strength and prospects of each Strategic Action Group), the theory of change proposed, and recommendations for additional potential partners and funding avenues.

The above Strategic Action project phases are integrated into the following project assessment flow:





This structure provides a representative example of how a strategic action area may progress through the governance framework. It is intended to illustrate how the model operates in practice rather than define a fixed or prescriptive process. How this is applied to each Strategic Action will vary depending on its complexity and scope. Each action may necessitate a different governance pathway depending on complexity, readiness and resource requirements of the project at hand (e.g. some projects may simply require assembling the right people in the room to make a decision with little or no resourcing, whilst others may require funding submissions and a long planning timeframe). More straightforward projects will require a lighter process, while more complex ones may require additional coordination, support, or resourcing (significant proposed strategic actions will require their own standalone governance structure).

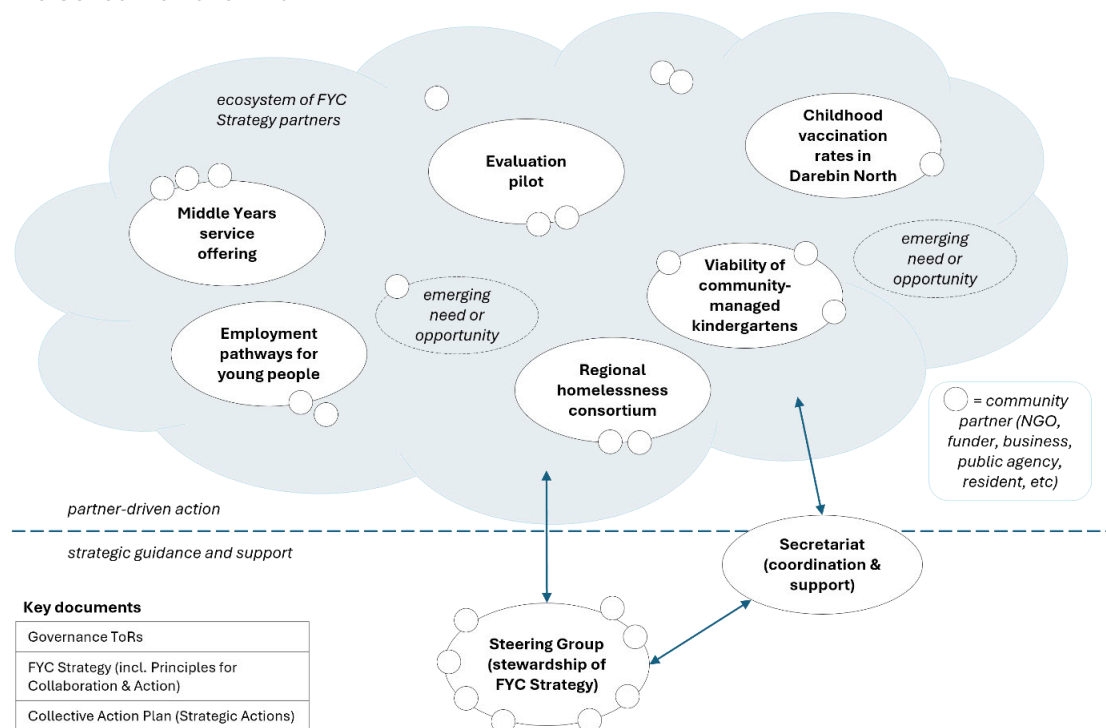
5. Proposed Strategic Actions

The initial proposed strategic actions arose from the workshop series to develop the FYC Strategy Collective Action Plan. They include:

- A. Strengthen program and service offering for ‘middle years’ cohort to build resilience and as prevention against disengagement and poor mental health in adolescence

- B. Develop a coordinated and inclusive model for student and work placements across Darebin to support increased employment outcomes for young people aged 15 to 24
- C. Pilot a standardised evaluation framework to measure social and health impacts across select programs and services
- D. Establish a regional homelessness consortium as a sustainable model for responding to people sleeping rough
- E. In response to the *Best Start, Best Life* reforms, co-design and implement service models that support the ongoing viability of community-managed kindergartens
- F. Increase childhood vaccination rates in Darebin North to support long-term health and wellbeing of children and young people.

These proposed strategic actions represent priority opportunities over the coming two years of the Collective Action Plan.



Whilst these initial proposed Strategic Actions arose from the FYC Strategy workshop series in March 2026, future areas of action will be generated as part of the overall partnership, with the Steering Group providing for formal engagement mechanisms if needed to surface emerging needs and opportunities.

Darebin Families, Youth and Children Strategy – Draft Collective Action Plan

Background

This Draft Collective Action Plan was developed after three facilitated workshops were held during March 2026 with internal and external stakeholders. These sessions sought to identify opportunities for collective action and gather information on initiatives and programs planned over the coming two years (2026/27 & 2027/28) that relate to children, young people and families. A range of needs and opportunities were identified and workshopped. Six Strategic Actions are proposed to initiate the FYC Strategy Collective Action Plan and Collaborative Governance Framework. These Strategic Actions provide a starting point for the FYC Strategy Steering Group and Strategic Action Groups to begin collaboration and partnership.

FYC Strategy Draft Collective Action Plan – Proposed Strategic Actions

The six proposed Strategic Actions are as follows:

- Strengthen program and service offering for ‘middle years’ cohort
- Develop a coordinated and inclusive model for student and work placements across Darebin to support employment outcomes for young people aged 15 to 24
- Pilot a standardised evaluation framework to measure social and health impacts across select programs and services
- Establish a regional homelessness consortium as a sustainable model for responding to people sleeping rough
- In response to the *Best Start*, *Best Life* reforms, co-design and implement service models that support the ongoing viability of community-managed kindergartens
- Increase childhood vaccination rates in Darebin North to support long-term health and wellbeing of children and young people.

Each Strategic Action aligns with the Action Areas and/or Principles of the FYC Strategy. Further detail on each Strategic Action can be found below. More work will be done by Strategic Action Groups to investigate and define the problem, identify further partners, and refine possible solutions. This list of Strategic Actions is, effectively, a working document to be considered, amended and implemented as per the collective deliberations and decisions of the partnership.

Middle Years service offering	
Proposed strategic action	Strengthen program and service offering for ‘middle years’ cohort (i.e. ages ~8 to 11*) to build resilience and as prevention against disengagement and poor mental health in adolescence.
Strategic alignment	FYC Strategy – Action Area: ‘Inclusion & Belonging’ FYC Strategy – Guiding Principle: ‘A collaborative and responsive service system’
Case for change	Children aged 8 to 11 (known as ‘middle years’) were identified as a key service gap in both the FYC Strategy (2024) and Youth Services Service Review (2026). The middle years are a formative developmental stage, increasingly recognised as distinct from early childhood and adolescence. Engagement during this period is critical to prevent disengagement, build resilience, and support mental health and wellbeing. Proactively responding to the needs of children in the critical transition from childhood to adolescence provides increased opportunities for early intervention and cross-sector collaboration.
Relevant stakeholders, potential partners, and existing work	- Hume City Council Middle Years and Transition Network – network brings together representatives from Local Governments and Local Learning Employment Networks across Victoria who work and advocate in the Middle Years and Transitions space. Quarterly meetings are held to enable members to share best practices, identify collaborative possibilities, and meet with leaders in the field. - Holstep Health have a middle years research project underway, developing a research paper about the transition from primary to high school for children in the region. Darebin’s Youth Services team have met with the researchers. A workshop is planned over the coming months to bring together stakeholders to look at the data collected so far. The research is intended to guide local work in the middle years.
Council’s potential role/s	Planning and coordination; Advocacy; Service provision.

**The age range for ‘middle years’ varies from as young as 5 to as old as 14. The recommendation in the Youth Services Review was to augment Youth Services’ focus from 12 to 25, to 8 to 25. As part of the partnership project, this age range and delivery would be determined through partner deliberation.*

Employment pathways for young people	
Proposed strategic action	Develop a coordinated and inclusive model for student and work placements across Darebin to support increased employment outcomes for young people aged 15 to 24
Strategic alignment	FYC Strategy – Action Areas: ‘Essentials for Life’; ‘Learning’ FYC Strategy – Guiding Principles: ‘A collaborative and responsive service system’; ‘Equity’
Case for change	Young people in Darebin face increasing barriers in transitioning from education into secure and meaningful employment. Local data shows that 13 to 14% of young people aged 15-24 in the region are unemployed, and rising

	underemployment of young people continues to impact economic participation with the rate twice that of the general population (ABS Labour Force Survey, SA4 modelled estimates, April 2026; ABS Labour Force Survey, Australia-wide, Jan 2026). Feedback through the FYC Strategy development and workshop series highlighted improved employment opportunities, career pathways and workplace rights as key concerns for young people. In particular, the need for a coordination function to link various existing programs was highlighted as critical to extend the reach of these programs.
Relevant stakeholders and potential partners	• DCC (Youth Services; Economic Development; People & Culture) • Inner Northern Local Learning and Employment Network (INLLEN) • Department of Education • PRACE • AGA • Melbourne Polytechnic • Local schools and secondary colleges • Local youth service providers • Local businesses
Council's potential role/s	Planning and Coordination, Advocacy

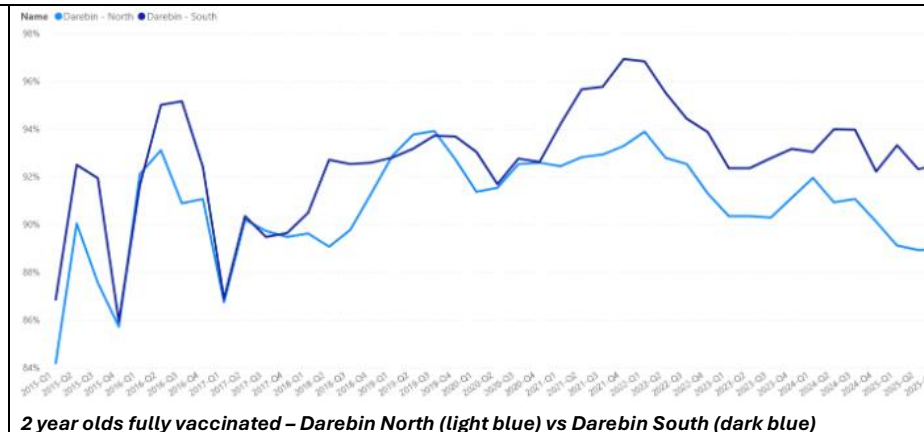
Evaluation Pilot	
Proposed strategic action	Pilot a standardised evaluation framework to measure social and health impacts across select programs and services
Strategic alignment	FYC Strategy – Action Areas: 'Health & Wellbeing' & 'Inclusion & Belonging'
Case for change	There is limited consistent measurement of outcomes and impact across Darebin programs and services. Building a stronger understanding of the benefits of existing programs and services (as well as comparisons between each) enables more informed decision-making for resource allocation and improves accountability.
Relevant stakeholders and potential partners	Opportunity to partner with Holstep Health to run a pilot evaluation of targeted Council and partner programs and services using the Shared Social Inclusion Measurement Framework, to measure 'sense of belonging', 'acceptance of other communities', 'social connection', and 'mental wellbeing'.
Council's potential role/s	Planning and coordination

Regional homelessness consortium	
Proposed strategic action	Establish a regional homelessness consortium as a sustainable model for responding to people sleeping rough
Strategic alignment	FYC Strategy – Action Area: ‘Essentials for Life’ FYC Strategy – Guiding Principles: ‘Equity’ & ‘A collaborative and responsive service system’
Case for change	Darebin has the second highest rate of rough sleeping among metropolitan Melbourne LGAs (Centre for Social Impact, ‘The Australian Homelessness Atlas 2021 Census’). Local services are seeing more complex cases of people sleeping rough in Darebin, requiring increased support. This is coupled with more constrained resources across sectors to perform this work to the level needed. A joint approach across the region is needed to pool resources and create greater efficiencies for a sustainable regional model. Initial work is underway with neighbouring councils as part of the Darebin Zero project. Establishing a governance structure around this work would lay the groundwork for how regional partners would operate together.
Relevant stakeholders and potential partners	• Darebin City Council (Sector Strategy & Initiatives) • Merri-Bek Council • Banyule City Council • Merri Outreach Support Service (MOSS) • Haven Home Safe • Launch Housing • Other Darebin Zero partners (incl. DIVRS, Northern Health, Your Community Health, Victoria Police, VACSAL, & Uniting).
Council’s potential role/s	Planning and Coordination, Advocacy

Viability of community-managed kindergartens	
Proposed strategic action	In response to the <i>Best Start, Best Life</i> reforms, co-design and implement service models that support the ongoing viability of community-managed kindergartens
Strategic alignment	FYC Strategy – Action Area: ‘Learning’
Case for change	Access to quality early childhood education is critical to children’s learning and development. The Victorian Government’s <i>Best Start, Best Life</i> reforms have created significant additional demand for early years services and infrastructure over the coming decade. Darebin’s <i>Early Years Infrastructure Planning Framework 2021-41</i> outlines

	Council's commitments to maintaining a strong community-managed kindergarten and long day care sector, to supporting families to have a choice of sessional or integrated kindergarten programs, and to ensuring equitable access to sessional kindergarten across Darebin by expanding sessional places in areas where there is lower provision. The reforms present significant viability challenges for community-managed services, from staffing to service models. Whilst much of the focus has been on infrastructure solutions, this project would bring together various streams of work to focus on strengthening the viability of community managed kindergartens, including: • Explore sustainable operating and governance models for community managed kindergartens. • Review utilisation of Council-owned kindergarten infrastructure and travel patterns of families. • Identify opportunities to improve service sustainability and equitable access. • Support sector collaboration and long-term planning across the early years system.
Relevant stakeholders and potential partners	• DCC (Children Services) • Department of Education • Community Managed Kindergarten providers using Council-owned facilities • Early Years Committee of Management Network • Other councils
Council's potential role/s	Planning and Coordination, Advocacy

Childhood vaccination rates in Darebin North	
Proposed strategic action	Increase childhood vaccination rates in Darebin North* to support long-term health and wellbeing of children and young people. *Includes Preston, Reservoir, Kingsbury, Bundoora (part), and Macleod (part).
Strategic alignment	FYC Strategy – Action Area: 'Health & Wellbeing' FYC Strategy – Guiding Principles: 'Equity' & 'A collaborative and responsive service system'
Case for change	Childhood vaccination rates have declined across Australia since COVID-19 and in its aftermath. In Darebin, a distinct gap has emerged between north and south, with Darebin North trailing its southern counterpart in childhood vaccination rates for all years (i.e. 1, 2, & 5).



Darebin had the highest rate of Pertussis (whooping cough) events of Metro Melbourne LGAs in 2025, with 145 cases at a rate of 93.5 cases per 100,000 population. These are vaccine-preventable events with the whooping cough vaccine given as a combination vaccine with diphtheria and tetanus (DTP) as part of routine infant and childhood immunisation schedules. Almost half of cases (70 of 145) were in children aged 5 to 14 ([interactive reports for infectious diseases](#)).

Vaccination rates for DTP amongst 1, 3, and 5 year olds are well below the 95% target for herd immunity in Darebin North:

Sept 2025 rates of DTP	Darebin South	Darebin North	Victoria
1 year olds	95.8%	92.4%	93.0%
2 year olds	94.1%	90.6%	91.8%
5 year olds	95.4%	93.3%	94.7%

A major recent survey suggests a range of factors influence parental decisions relating to vaccinating children. Survey findings included:

- For parents with unvaccinated children: almost half (47.9%) don't think vaccines are safe; two in five (39.8%) do not believe vaccines are effective for preventing disease; and, more than two in five (43.7%) do not trust information received about vaccines from child's doctor/nurse.

	For parents with <u>partially vaccinated</u> children: a quarter (24.8%) report it is not easy to get an appointment when child's vaccination is due; and, a fifth (20.5%) cannot afford costs associated with vaccinating child.
Relevant stakeholders and potential partners	- DCC (Family Services, Health & Social Policy) - Darebin Schools Network - Local GPs - North Western Melbourne Primary Health Network
Council's potential role/s	Service provision; Planning and coordination; Strengthening community capacity



DAREBIN FAMILIES YOUTH AND CHILDREN STRATEGY

ACTION PLANNING
WORKSHOPS 2026

SUMMARY NOTES



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Appendix A – Potential collaborative actions handout for workshop 228

Summary of notes from Workshop 1

(staff and external stakeholders)

10 & 11 March 2026

Inclusion & Belonging

External workshop

Priority Initiatives

- Bridge Darebin: Neuro Pride & Neuro Youth – events and programs for young, neurodivergent queer people.
- DCC: Children & Young People Engagement Protocol – ensuring outreach to 0–25 year olds in ways that suit their needs.
- DIVRS: "START Talking" project with La Trobe University. Art-based programs promoting health education and inclusivity.
- NGWALA: Culturally safe spaces for Aboriginal & Torres Strait Islanders for community and organisations to run events and programs; hiring a Rainbow Mob community worker.
- Charles La Trobe College: Improving our knowledge of CALD communities to increase connection within the school; dedicated First Nations support person to increase cultural safety for First Nations families; anti-racism initiatives.
- MacKillop: Development of Multicultural Practice Resources with Centre for Multicultural Youth.
- MOSS: Food bank/access for low-rise estates and over 55+ year old towers; youth refuge
- Your Community Health: Trans and gender diverse navigation services.

Potential Collaborative Actions

- **Quick Win:** Supporting each other with free venue hire for events; Linking young people at 'Catchment' Youth Refuge to Bridge Darebin; Bringing organisations together more for information sharing; NGWALA hiring a Rainbow Mob Liaison Officer that can work with Bridge Darebin on a neuro and gender diverse community group.
- **Roadblocks:** Culture: language barriers; Age: Self determination, co-design, autonomy; Gender – norms of culture; Replication of services available.
- **The Big Stretch:** A northern services information hub to centralize all community programs and events and streamline referrals.

Next Steps

None listed.

Internal workshop

Priority Initiatives

- Community Inclusion: Anti-racism initiatives in schools. Professional learning with families and children students and sports clubs etc [REDACTED]; Community-led initiatives such as East Reservoir Neighbours for Change and East Preston Action Group; inclusive MCH systems, services and processes for Rainbow families; Rainbow Families group.
- East Preston Community Centre: Community workshops/lunches, provide space and opportunity for learning and connection and increase sense of belonging.
- Libraries: Outreach to community groups and schools (literacy, library cards);
- Youth Services: Queer youth art installations (Youth Fest-funded); targeted programs for vulnerable schools; CPTED initiatives; targeted programs for vulnerable cohorts; creative inclusion programs @ Decibels
- Community Engagement: Development of resources/protocol to support engagement with children and young people.
- Equity & Diversity: Implementing the "Toward Equality Framework" through Equality Impact Assessments (EIA); Working with community organisations where young people experience multiple forms of exclusion (particularly Somali and other African Australians).

Potential Collaborative Actions

Support and activities for neurodiverse young people:

- Partnering libraries (venues, programming, community connections, staff) with Youth (staff and relationships with young people and stakeholders) and Access & Inclusion (data and expertise, stakeholder relationships).
- **Roadblocks:** Staff turnover; lack of internal relationships; non-aligned planning cycles; strategies not "talking" to each other.
- Quick Win: Run a pilot program.
- **Big Stretch:** Co-designed, ongoing opportunities for neurodivergent youth; empowering community-led events.

Parent groups for parents of children with neurodiversity or disability

- Can include a broader series that covers lots of parenting of teens topics (e.g. cyber bullying, vaping, school refusal). Must be intersectional, inclusive and accessible. Many children are being diagnosed and navigating supports and NDIA. Many parents are also diagnosed at the same time.
- **Roadblocks:** Not collaborating; Lacking relationships with primary cohort.
- **Quick Win:** Parenting website – updated and more active; One-off sessions to build relationships to put a longer term program/group in place.
- **Big Stretch:** Peer support group.

Next Steps

- Meeting between Libraries and Access & Inclusion teams about possible collaboration about increasing access to libraries including in East Preston and East Reservoir.
- Meet and identify key internal players and develop a formal project plan for pilot program for parents of children with neurodiversity and disabilities and programming for neurodiverse young people.
- Include Youth Services and Children's Services in priority group action plans (CDIP, Access and Inclusion Plan, LGBTIQA+ Plan etc).
- Discuss potential collaboration between Community Inclusion and Youth in the LGBTIQA+ space.

Health & Wellbeing

External workshop

Priority Initiatives

- Your Community Health: Priority health access (GP, allied health, paediatricians, counselling and mental health) for children/youth; NDIS Early Childhood Approach Service (0–9 years); youth services; advocacy; information to young people re. health, wellbeing and services.
- DIVRS: Community information, support and connection; Health checks in the community via La Trobe student nurses.
- AGA: Transition to Work (15–24 years); employment and education support; group training - hiring apprenticeships and traineeships.
- Inner Northern LLEN
School to work program – Dept of Ed funded.
- Orange Door: Support for young people experiencing family violence in relationships.
- MOSS: Youth Refuge (16–24 years) and family mediation to assist returns to safe homes.
- Darebin City Council: Open Space for Young People – Breathing Space Policy.

Potential Collaborative Actions

- Shared referral maps/networks
- Outreach from services at the Youth Hub (headspace)?
- Engagement with young people can be a challenge – promote programs together and support young people to access programs. Involving young people in the planning. Can be a result of the first action to have a network and clear pathways.
- Look at the Communities that Care model for Darebin.
- Biggest gap is dental. 18 month waiting list for public service. School program available. Do people know about [Child Dental Benefits Schedule](#)? Prevention is so important.
- **Quick Wins:** State government funding (\$200) for recreation; shared programs to increase youth access.
- **Roadblocks:** High demand; high costs for large families accessing leisure activities (e.g., swimming lessons/pool access); short-term funding.

Next Steps

- Establish a quarterly youth network for Darebin.
- Investigate funding for youth sports and sharing of wait times on service websites.
- Investigate Communities that Care for Darebin.
- Promote the funding available to young people to be active and look at any other ways that may reduce costs.

- Kate's note – Also opportunity to promote school dental services and Child Dental Benefits Schedule.

Internal workshop

Priority Initiatives

- Health and Social Policy Team: Vaping project (12-month focus) – would be good to collaborate with youth services on this.
- Strategic Planning: Open Space Policy review – spaces for young people.
- Youth Services: Range of diverse early intervention/prevention-focussed physical activity program; formal partnerships for onsite mental health and wellbeing services @ The Hub.
- Economic Development: Economic Development Framework. Council's role – partner. Grow relationships and partner with hospitals, education providers and other major employers to grow inclusive employment and wellbeing outcomes for young people and vulnerable communities.
- Community Inclusion: Anti-racism initiatives in schools. Professional learning with families and children students and sports clubs etc [REDACTED]; Facilitating strong connections between community organisations/services and schools/school communities; Support program and navigation for parents of children with ADHD, autism and/or neurodiversity – link with youth services.
- EPCC: Support for mental health, food relief, legal support, gardening and complex social work support – available for all including families.
- Early Parenting: Mother Goose, supported playgroup and parent education – link to Rainbow Families Group in the Inclusion and Belonging priority.
- Social and Connected Living: Upcoming Mental Health and Wellbeing Forum. Will focus on the service landscape to understand gaps, what's working and what Council's role will be.

Potential Collaborative Actions

- **Combined Assets:** Health & Wellbeing Forum stakeholders and their ideas for collaborating around mental health in Darebin (Samuel); Upcoming Mental Health Forum (Jeanne); Eco Dev interest in connecting providers with schools.
- **Quick Wins:** Linking Eco Dev and Social and Connected Living teams re. external providers; Post-mental health forum – a list of mental health and wellbeing services for all ages/identities.
- **Roadblocks:** Organizational structure/alignment; lack of cross-organizational communication. Could we do roadshows, internal health/wellbeing issue-based reference groups, regular contact person-to-person.
- **The Big Stretch:** Will depend on the Mental Health and Wellbeing Forum outcomes and recommendations.

Next Steps

- Gap analysis of the mental health service landscape as part of the Mental Health and Wellbeing Forum.
- Review MAV's position paper on the role of local government in mental health and wellbeing.
- Eco Dev to partner with Health and Social Policy team/Community Inclusion team regarding major employers and inclusive employment opportunities for young people.
- Co-designing spaces for young people within the Open Space Policy review.

Essentials for Life

External workshop

Priority Initiatives

- MOSS: Tiny Homes Project (small village prototype); assertive outreach over 6 LGAs; food relief; youth outreach, youth refuge.
- Your Community Health: Initiatives such as the Youth Coffee Cart – development of barista skills, interpersonal communication and engagement with community.
- DCC: "Darebin Zero" homelessness initiative; intensive family outreach for reunification.
- Bridge Darebin: Financial Literacy training.
- DIVRS: Complex support program and community conversations to connect members to services; Community information and support – sharing food, having conversations to connect community members to services.
- AGA: Transition to Work (15–24 years); employment and education support; group training - hiring apprenticeships and traineeships.
- Inner Northern LLEN: School to work program – Dept of Ed funded. Sourcing work-based learning opportunities for senior secondary school students in Darebin – work placements, industry tours, industry speakers, mock interview program.
- Mackillop: Intervening early with families to support preservation and reunification of children and young people.
- Melbourne Polytechnic: Organising industry engagement events for participants to meet employers – can lead to employment or placement opportunities.

Potential Collaborative Actions

- **Quick Wins:** Food relief mapping across the region – DIVRS has a resource. This to be updated and distributed; MOSS has refrigerated food van with some capacity (Wednesday?); Referrals to Bridge Darebin for peer-led financial literacy training.
- **The Big Stretch:** Work experience and placements – someone to lead and play a connector role in the development of a list of businesses willing to take placements. Council should also take placements.
- **Combined Assets:** Sharing office space and social work students.
- **Blockers:** DIVRS – need an office space refurb, need paid staff to support social work students; Current gap in prevention of family violence in 16-18 year olds – other services step up and fill the role.

Next Steps

- Create a working group for a public-facing referral database.
- Investigate how Council may support the development and maintenance of a list of businesses willing to offer placements.
- Update and distribute food relief list.

Internal workshop

Priority Initiatives

- People and Culture: Student experience program; Volunteer opportunities.
- Equity and Inclusion: Inclusive student placements for young people with disability.
- Community Planning and Initiatives team: Towards Zero homelessness project.
- Economic development and Place Activation Team: Build capability in community development, event organisation and public space activation; Partner with youth service providers and social enterprises to deliver initiatives led by young people leading to employment opportunities; Collaborate with major employers and industry providers to plan for local workforce development and job pathways for young people, people with disability, CALD and First Nations communities.
- East Preston Community Centre: Wrap around services and food relief.

Potential Collaborative Actions

Volunteer opportunities and student placement:

- **Combined Assets:** University partnerships (La Trobe, RMIT); Neighbourhood Houses, MCH, and Toy Libraries.
- **Roadblocks:** Difficulty with cross-organizational support; significant resources required to build capacity and provide necessary support.
- **Quick Wins:** Tapping into existing volunteer role at Council and leveraging volunteers already registered across Council (e.g., Toy Library).
- **The Big Stretch:** Doubling volunteer Job Coord / P&C: Student experience program and volunteer opportunities.
- **Additional Note:** Suggestion to collaborate with major businesses and education providers (La Trobe, RMIT) for local workforce development.

Next Steps

- Define which department/role will oversee these initiatives.
- Reach out to People & Culture to map existing connections and relationships with organizations across Council.
- Identify and document current supports already available from the Council (People & Culture).

Learning

External workshop

Priority Initiatives

- Inner Northern LLEN: School to Work Program: Structured Workplace Learning for senior secondary students; industry tours; mock interviews; industry speakers.
- AGA (THU): Transition to Work program; GTO (Group Training Org); hiring apprentices and trainees; industry presentations/talks.
- Melbourne Polytechnic / Skills and Jobs Centre: Organizing major industry engagement events; Work placements (paid/unpaid) for students; expos; visiting employers; Free impartial advice on training and employment opportunities (State government-funded).
- Career Advice Services: VELCI – Victorian Early Leavers Connection Initiatives.
- Charles La Trobe College: Improving transition for secondary students into meaningful employment or further education; working with the CALD community to understand opportunities available.
- DIVRS: Community information and support; Provide learning opportunities with over 30 placements per year; Connect community members to learning opportunities; L2P program assisting people under 23 to get drivers licence.
- MacKillop: Working with children and young people on their own goals through family services; supporting school engagement.
- Note in Margin: "Life Skills Education" for CALD/low-income families.

Potential Collaborative Actions

- **Combined Assets:** School-based programs for family engagement; career/pathway education sessions for students and parents (specifically for CALD communities); industry partnerships and local networks.
- **Quick Wins:** School-based program for family engagement in careers. Career pathway education sessions for both students and parents with a focus on CALD families.
- **Combined assets:** Industry specialists and connections; Employer relationships
- **Roadblocks:** Language barriers for CALD communities; Resourcing and funding; Government stipulations re. program eligibility; School buy-in and parent buy-in; time (after-hours delivery required for working parents); Existing curriculum very full and planned well ahead of time.
- **The Big Stretch:** Council assisting with sourcing structured workplace learning opportunities with local employers; Council creating a database of local employers (making connections); including roles in Council; Council-wide strategy/policy to provide local secondary school students with quality work-based learning opportunities including work experience, traineeships and apprenticeships.

Next Steps

- Immediate Actions: Create the framework for schools to use and deliver the school-based family engagement program re. careers.
- Who Needs to Approve: Schools, Department of Education, and appetite from other schools.
- Key Questions: What does the program actually look like? How would it be rolled out? (Pilot with Charles La Trobe first?).

Internal workshop**Priority Initiatives**

- Community Planning and Initiatives team: Kindergarten Expansion Program.
- Children's Services: Centralised kindergarten and childcare registration systems – supporting priority access; Mobile resource van for Early Childhood Education and Care Services; Sector Support Needs surveys; Multicultural Early Years Outreach supporting CALD families; Small Talk supported playgroup sessions.
- Best Start: Transition to School network; resource development for families.
- PSFO: Inclusion learning and multicultural early years outreach.
- Libraries: Delivery of early years literacy programs and engaging with MCH to promote services and programs for new parents.
- Youth Services: Series of training delivered in partnership community at The Hub and creative career training at Decibels; Onsite training, employment and education services at The Hub; Employment support in partnership with libraries.
- Community Inclusion: Strengthening collaboration/coordination of Youth Services and Community Inclusion in responding to school priorities; Supporting schools to embed teaching Aboriginal histories, cultures and truth-telling; Cultural learning for teachers; Peer learning between children; Work with schools to better support, engage and build capacity to work with families experiencing disadvantage.

Potential Collaborative Actions

- **Quick Wins:** Pilot "Warm welcome" pilot for priority families registering for kindergarten (led by Children's Services); inviting high school teachers to transition networks; Cross-promotion of Council services available to families; Best Start/Preschool Field Officers Transition to School network working group – could invite a high school to be part of this; Supporting Early Childhood Education and Care Services with planning for pre-prep rollout for 2028 to include health care card holders; Early Childhood Education and Care Services can invite Multicultural Outreach Officer to engage families; Connecting supported playgroup sessions with parent and teacher learning sessions.
- **Roadblocks:**
 - Kindergarten Expansion Project: Funding and human resources; finding suitable land/buildings for expansion.

- Joined up approach to promoting Council services/programs: Need clear information between service units – better ways of sharing information; need marketing collateral.
- **Big Stretch:** Face-to-face promotion/navigation of services (require staff); inviting multiple outreach officers to engage families; increase resource van visits (financial cost).

Next Steps

- Year 1 actions: Children's Services to support Early Childhood Education Services with planning for pre-prep rollout for 2028 including health care card holders; Pilot for 'warm welcome' for priority families registering for kindergarten led by Children's Services; Best Start/Preschool Field Officer Transition to School Working Group to strengthen transitions; Conduct support needs survey for educators and families; Develop a key age/stage transition timeline for families; Resource van and libraries to promote other existing Council services.
- Year 2 action: Invite high schools to join Transition Working Group.

Safety & Independence

External workshop

Priority Initiatives

- Orange Door: Supporting children and young people as victim-survivors in their own right; upskilling practitioners to support young people; making information more accessible and connecting with service providers.
- MacKillop Family Services: Safe + Together training for professionals; child and young person feedback surveys; upskilling professionals; Child-focused family mediation.
- MOSS: Bright Futures Program - providing case management to young people in homeless families; Transitional Outreach Support Team (TOST) providing health referrals and case management for families and providing support to low-rise housing estates in Darebin.
- NGWALA: Housing and Emergency Housing; Culturally safe detox program.
- DIVRS: Community information and support; complex support program; connecting people to services; building capacity to navigate systems.

Potential Collaborative Actions

- **Combined Assets:** Existing focused networks exist, but there is no broad, centralized network or contact resource; There are internal service directories; Child, Youth and Families Alliance (NEMA) has coordination funding and have monthly meetings but lack an online resource portal; Darebin Council has community directory but it is not maintained; Family Preservation and Reunification Response Community Connectors.
- **Roadblocks:** School Focused Youth Service referral documents are no longer maintained since de-funding; uncertainty if tools like "Ask Izzy" or the Darebin Community Directory are up-to-date; lack of a broad, shared platform.
- **Quick Wins:** Update Council's community directory; Promote state government resources for young people; Explore opportunities for communicating with young people under 16 now with social media gap.
- **The Big Stretch:** Establishing a Community Service Navigator role to aid community and services with referrals and service access (similar to Banyule Council); mapping what DIVRS already does in this space and sharing that information into a single, shared platform/resource; Child and Family Services Directory – something like South Safe which is run by the Child and Family Alliance down there.

Random ideas and discussion

- Transition support, independent living skills, housing and employment – support for young people to access supports.
- Increase knowledge, communication and confidence to access services.
- Services can support by sharing easy to understand youth-friendly info and what to expect.
- Youth-led co-designed resources.
- Healthy Masculinity Forum 26/27.

- Shared contact/network list.
- Would be good to know what referral/support options exist.
- Child and Family Services Directory – something like South Safe which is run by the Child and Family Alliance down there.

Next Steps

- Exploration: Investigate opportunities for better communication and engagement with young people under 16.
- Youth Feedback: Use social media to gather feedback from young people under 16 regarding service gaps.
- Look at what DIVRS already do in the service navigation space and share with service providers.
- Transition Support: Develop independent living skills programs (housing/employment) to address the lack of support for young people trying to access systems.
- Partnerships: Link with "Healthy Masculinity" projects; explore "Ask Izzy" as a potential primary platform.

Internal workshop

Priority Initiatives

- Health & Social Policy Team: Family violence prevention; work with community on community-facing work as part of the Free from Violence program.
- OS & PMT Team: Implementation of the revised Child Safe Policy.
- Equity & Diversity: Continued implementation of the "Toward Equality Framework" using the Equity Impact Assessment (EIA) process to ensure that the needs of children and young people are considered in Council programs, services, policies and planning.
- Youth Team: Healthy Masculinity Forum in partnership with the Northern LGA Youth Services Network; Northern Region Youth Crime Network; Would like a Child Safe Audit and Child Safe Action Plan.
- Resource & Support: "Gender Equity in the Early Years" project; developing a toolkit to help educators adopt gender-equitable practices.
- Best Start: Providing support to Early Childhood Education and Care services to improve cultural safety and inclusivity.

Potential Collaborative Actions

- **Combined assets:** Establishing a dedicated Council Child Safety team or coordinator (TBC).
- **Roadblocks:** Limited community knowledge regarding specific safety standards; internal budget and human resource constraints for implementing Child Safe Standards.
- **Quick Wins:** Ensuring all current and upcoming Council infrastructure projects strictly follow existing Child Safe Standards.

- **The Big Stretch:** Integrating equity, inclusion, and safety questions into all standard Council assessment processes (embedding the EIA).

Next Steps

None listed.

Potential collaborative actions following first workshops

Priority area	Action	Lead	Partners
Inclusion and Belonging	Support for neuro and/or gender diverse young people Neuro and gender diverse community group: Years 1 and 2 NGWALA and Bridge Darebin to develop and support a neuro and gender diverse community group. Council programming for neurodiverse young people: Years 1 and 2 Codesign programs with young people that are neurodiverse in city libraries.	Bridge Darebin Council (Youth Services)	NGWALA Council??? Council (Libraries; Equity and Inclusion)
Inclusion and Belonging	Parent support for parents of children with neurodiversity and/or disability: Year 1 - Update Council's existing parent support resources (including website) - Pilot information sessions covering a range of parenting topics (e.g. cyberbullying, vaping, school refusal, navigating NDIA). Year 2 Develop and support a peer support group for parents of children with neurodiversity and/or disability.	Council (which team?)	
Inclusion and Belonging	Addressing the needs of children, young people and their families in the development of Council strategies Year 1 Ensure that the new Access and Inclusion Plan considers the unique needs and aspirations of children and young people with disabilities. Ensure that the Open Space Policy considers the needs and aspirations of children, young people and their families.	Council (Equity and Inclusion)	

Health and Wellbeing	Establish a quarterly Youth Network: Year 1 ○ Council to create a cross-departmental and external stakeholder group (including Youth Services, Economic Development, and Health and Social Planning teams) to meet four times a year.	Council (Youth Services)	Co-chairs???
Health and Wellbeing	The 'Community Navigator' role: Year 1 ○ Map existing service navigation roles within Council and in other organisations to understand coverage, gaps and current resourcing. ○ Review service navigation approaches in other municipalities. ○ Develop options for further exploration or piloting.	Council (which team?)	External stakeholders???
Health and Wellbeing	Service and referral pathway mapping: Year 1 ○ Develop a working group to oversee service and referral pathway mapping for family, youth and children's services. ○ Identify existing service directories within and outside of Council, merge them and distribute to stakeholders (could be a student project). Year 2 ○ Review management of service catalogues/directories and referral systems in other municipalities and develop options for further exploration or piloting. ○ Example: https://www.mycommunitydirectory.com.au/Resources/CouncilMembership	Council (which team?)	External stakeholders???
Health and Wellbeing	Communities that Care model Year 1 ○ Investigate the Communities that Care Model and its appropriateness for Darebin considering existing models in place, stakeholder buy-in and resourcing. https://www.communitiesthatcare.org.au/	???	

Learning	Inclusive Student Placement Framework: Years 1 and 2 - Develop clear pathways for young people from priority groups (including people with disability, people from CALD backgrounds and First Nations people) to undertake placements in a collaborative approach between People and Culture, Council's volunteer program and the Inclusive Placement initiative. Year 2 - Develop a Council-wide policy regarding student placement, work experience, traineeships and apprenticeships.	Council (People and Culture) Council (People and Culture)	Equity and Diversity team Volunteer Coordinator External stakeholders??? Other Council teams???
Learning	Career pathways education sessions for families Year 1 Pilot career pathways education sessions for students and parents/carers with a focus on CALD families.	Inner Northern LLEN? AGA? Charles La Trobe College?	
Learning	Kindergarten Expansion Project MORE DETAIL HERE	Council (which team?)	
Learning	Strengthening kindergarten to school transition Year 1 - Develop a Transition to School Working Group combining Best Start and Preschool Field Officer programs. - Support Early Childhood Education and Care Services to prepare for the rollout of pre-prep program in 2028.	Children's Services	External stakeholders???

Essentials for Life	Building and consolidating links and relationships with employers: Year 1 ○ Council's Economic Development team, Social and Connected Living team, Community Inclusion team and the Inner North LLEN to collaborate on the development of a shared database of local businesses willing to offer mock interviews, industry tours, or SWL (Structured Workplace Learning) placements.	Council (Economic Development)	Inner North LLEN Council (Social and Connected Living) Council (Community Inclusion) Other stakeholders???
Safety and Independence	Strengthening engagement with children and young people Year 1 Develop a protocol and resources for engaging with children and young people.	Council (Community Engagement)	
Safety and Independence	Healthy Masculinity Forum MORE DETAIL	Council (Youth Services)	

Existing Council programs and services

Priority area	Program/service	Lead
Inclusion and Belonging	Place-based community development in East Reservoir and East Preston	Equity and Inclusion
Inclusion and Belonging	Inclusive MCH systems, services and processes for Rainbow Families and the Rainbow Families Group	Equity and Inclusion
Inclusion and Belonging	Consolidation of the Equity Impact Assessment process for all new/revised services, programs, policies and plans.	Equity and Inclusion
Inclusion and Belonging	Supporting schools to embed teaching Aboriginal histories, cultures and truth-telling; Cultural learning for teachers; Peer learning between children	Equity and Inclusion
Health and Wellbeing	Vaping project	Health and Social Planning
Learning	Multicultural Early Years Outreach	Children's Services
Learning	Early childhood literacy programs	Libraries
Essentials for Life	Best Start	Children's Services
Essentials for Life	Towards Zero	Team?
Essentials for Life	Partner with youth service providers and social enterprises to deliver initiatives led by young people leading to employment opportunities	Economic Development
Safety and Independence	Gender Equity in the Early Years Project	Children's Services
Safety and Independence	Free from Violence project	Health and Social Policy
Safety and Independence	Implementation of the revised Child Safe Policy	Which team?
Safety and Independence	Anti-racism initiatives in schools	Equity and Inclusion

Summary notes from workshop 2

(combined staff and external stakeholders)

24 March 2026

Participants were provided with the actions that resulted from the workshops on March 10 and 11 and the online GroupMap tool. These are provided in [Appendix A](#).

They then were asked to choose one or two actions to workshop further. A total of four potential actions were discussed:

- S4) Operationalising updated Child Safe Policy at Council
- L2a & b) Inclusive Student Placement Framework
- S1) Healthy Masculinity Forum
- H1a, b & c) Service and Referral Pathways

S4) Operationalising updated Child Safe Policy at Council

Lead and their responsibilities

Required dedicated FTE at Council due to extensive ongoing work.

Tailored implementation plans for different work contexts.

After care/support for reporters (trauma-informed care)

Auditing existing programs and facilities.

Significant communication pieces and public information campaigns (internal and external).

Monitoring and evaluation of workplace impact (positive and negative)

Partners and their responsibilities

Child Safe Network (LGAs) and resources

Internal working group

Child Safe Champions? Could assist with implementation in specific work areas/departments/streams.

Tasks and timelines

Step	Timeline
Completion of updated Child Safe Policy	
Ongoing training and working group	
Audit of existing implementation	
Tailored implementation plans	
Monitoring and evaluation	
Expansion and improvement	

Evaluating success

Staff confident and competent

Compliance

Number of reports (increase indicates confidence but this can be difficult to express)

Long term outcome – Darebin Council is a leader in Child Safe implementation

L2a & b) Inclusive Student Placement – Development of a coordinated and inclusive model for secondary school placements

Lead and their responsibilities

Council partner with LLEN and key stakeholders (business, Melbourne Polytechnic, Skills and Job Centre.

LLEN is working with Merri-bek and Yarra Councils and schools to pilot a program where businesses/organisations provide placement opportunities proactively and the LLEN collates and coordinates communication of these opportunities to schools. This could be expanded to Darebin. See Rochelle Darby from LLEN – Jo Smales was also involved in this conversation.

Partners and their responsibilities

Economic Development are a key partner.

L2a & b) Development of a coordinated and inclusive model for work placements

Lead and their responsibilities

Council partner with tertiary providers and other key stakeholders to develop a work placement model for tertiary students which includes apprenticeships and traineeships.

Partners and their responsibilities

AGA, Melbourne Polytechnic

S1) Healthy Masculinity Forum

Discussed that there could be multiple forums for different audiences. That the forums should be inclusive and representative in terms of their speakers, content and audience.

Should they be focused on direct engagement of men or building the capacity of people around men to promote healthy masculinity.

Lead and their responsibilities

Youth Services – linking in with Gender Equity role

Partners and their responsibilities

Might be difficult to get partners due to constraints in their ability to find time.

Should work with local services who represent men from a range of backgrounds including First Nations, multicultural, parents, students, gender diverse, different careers.

Tasks and timelines

Step	Timeline
Research what is already happening in this space and potential partners.	
Map existing strategies.	
Engagement with community for the most impact.	
Think about flexible delivery i.e. not just 9am-5pm	

Evaluating success

Use VicHealth Healthy Masculinities Framework.

H1) Service and Referral Pathways

Notes from the first of two groups that discussed this.

Lead and responsibilities

A team leader from each unit in Family Youth and Children's Services.

Responsible for:

- Deciding on appropriate members.
- Putting out EOI for members.
- Convening meetings.

Partners and responsibilities

- | | | |
|--------------------|---------------------------|---------------------------|
| • Austin ICYMS | • VAHS | • Relationships Australia |
| • ECE Services | • Department of Education | • Housing Services – DFFH |
| • VICSEG | • VicPol | • Salvation Army |
| • Schools | • Libraries | • Economic Development |
| • Headspace | • Anglicare | • LLEN |
| • BSL | • Latrobe | • Neighbourhood Houses |
| • Foundation House | • Melbourne Polytechnic | • Orange Door |
| • Berry St | • Leisure | • Your Community Health |
| • VACCA | • Uniting | |

Tasks and timelines

Step	Timeline
Establish working group	1-3 months
Evaluate existing models (e.g. Communities that Care – feasibility in Darebin)	1-2 months
Review current referral pathways	1-2 months
Establish network and stakeholder group	2-4 months

Evaluating success

Shorter term: A functional working group and network sharing information.

Longer term: Streamlining referral pathways, wraparound support for families.

Measures: Number of referrals from network organisations.

When to measure: At beginning/establishment of working group and network.

6 months after establishment, each 6 months or quarter.

H1) Service and Referral Pathways

Lead and their responsibilities

Council – research, community development

What's out there: South Safe, Ask Izzy, DIVRS internal intranet, NE Family Services

Partners and their responsibilities

Development and delivery

- The Alliance
- Orange Door
- VACCA
- Family Preservation Connectors
- Lived experience
- DIVRS
- Neighbourhood Houses
- Best Start
- Maternal and Child Health nurses
- Youth Services
- Libraries
- Housing
- Child Protection

Tasks and timelines

Step	Timeline
Scoping information	
Scoping orgs where people access information	
Formally map	
Identify gaps – lived experience	
Link organisations and establish reference groups	

Map existing community connectors and learning.	
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Evaluating success

It would be great for people to be able to pre-register.

Could use information sharing scheme.

Success looks like: Online live directory in multiple languages: one for organisations and one for community (also investigate option for people without digital access); Increased collaboration between organisations.

Measures: Measure online traffic, user feedback and number of self-referrals.

Appendix A – Potential collaborative actions handout for workshop 2

Learning

L1) Career pathways education sessions for families

Pilot career pathways education sessions for students and parents/carers with a focus on CALD families.

Lead	Partners	Year	Roadblocks identified
Inner Northern LLEN? AGA? Charles La Trobe College?	???	2026/2027 & 2027/2028	Language barriers for CALD communities; Resourcing and funding; Government stipulations re. program eligibility; School buy-in and parent buy-in; After-hours delivery required for working parents; Existing curriculum very full and planned well ahead of time.

L2a) Inclusive Student Placement Framework

Review and promote existing pathways for young people from priority groups (including people with disability, people from CALD backgrounds and First Nations people) to undertake work experience and/or student placements at Council.

Lead	Partners	Year	Roadblocks identified
Council (People and Culture)	Equity and Diversity team Volunteer Coordinator Aboriginal Employment Officer External stakeholders??? Other Council teams???	2026/2027	Difficulty with Council cross-organisational support; Significant resources required to build capacity and provide necessary support to manage increased student placements or work experience students.

L2b) Inclusive Student Placement Framework

Develop a Council-wide framework guiding student placement, work experience, traineeships and apprenticeships.

Lead	Partners	Year	Roadblocks identified
Council (People and Culture)	Other Council teams???	2027/2028	Difficulty with Council cross-organisational support; Significant resources required to build capacity and provide necessary support to manage placements, work experience, traineeships and apprenticeships; All are significantly different programs with different requirements - is it possible to combine an approach?

L3) Strengthening kindergarten to school transition

Develop a Transition to School Working Group combining Best Start and Preschool Field Officer programs.

Lead	Partners	Year	Roadblocks identified
Council (Children's Services)	Other Council teams???	2026/2027	None.

L4a) Kindergarten expansion project

Support Early Childhood Education and Care Services to prepare for the rollout of pre-prep program in 2028.

Lead	Partners	Year	Roadblocks identified
Council (People and Culture)	Other Council teams???	2026/2027 & 2027/2028	None.

L4b) Kindergarten expansion project

Building and adapting kindergartens to accommodate increased enrolments and service hours resulting from state government early childhood education reforms.

Lead	Partners	Year	Roadblocks identified
Council (People and Culture)	Council (Partnerships) Other Council teams???	2026/2027 & 2027/2028	Funding and human resources; Finding suitable land/buildings for expansion.

Safety and Independence

S1) Healthy Masculinity Forum

Run Healthy Masculinity Forum in partnership with Northern LGA Youth Services Network.

Lead	Partners	Year	Roadblocks identified
Council (Youth Services)	Other Council teams???	2026/2027	None.

S2) Strengthening engagement with children and young people

Update Council's protocol and resources to support Council's engagement / consultation with children and young people.

Lead	Partners	Year	Roadblocks identified
Council (Community Engagement)	Other Council teams???	2026/2027	None.

S3) Conduct Crime Prevention Through Environmental Design (CPTED) assessments in public spaces.

Conduct CPTED assessments to reduce opportunities for crime both indoors and outdoors with a focus on spaces frequently used by families, children and young people (such as childcare centres, parks, and playgrounds).

Lead	Partners	Year	Roadblocks identified
Council (which department???)	Other Council teams???	2026/2027 & 2027/2028	No identified lead or partners.

S4) Operationalising the Child Safe Standards across Council's child, youth and family services.

Implement updated Child Safe Policy across Council programs, facilities and services for families, children and young people.

Lead	Partners	Year	Roadblocks identified
Council (which department???)	Other Council teams???	2026/2027 & 2027/2028	No identified lead or partners.

Essentials for Life

E1) Linking with employers

Council's Economic Development team, Social and Connected Living team, Community Inclusion team and the Inner North LLEN to collaborate on the development of a shared database of local businesses willing to offer mock interviews, industry tours, or SWL (Structured Workplace Learning) placements.

Lead	Partners	Year	Roadblocks identified
Council (Economic Development)	Inner North LLEN Council (Social & Connected Living; Community Inclusion) Other stakeholders???	2026/2027	Difficulty with Council cross-organisational support; Significant resources required to build capacity and provide necessary support to manage placements.

Inclusion and Belonging

B1a) Support and/or deliver social connection groups for diverse young people in Darebin

This action was originally NGWALA and Bridge Darebin to develop and support a neuro and gender diverse community group. There are some other groups doing similar things so it has been suggested that this action be widened as above and there may be a few different actions (including the NGWALA and Bridge Darebin project) that focus on different population groups, eg. support and/or deliver social connection groups for young people with disability' and 'support and/or deliver social connection groups for LGBTIQA+ young people.' There are two specific actions identified at this stage:

NGWALA and Bridge Darebin to develop and support a neuro and gender diverse community group.

Lead	Partners	Year	Roadblocks identified
Bridge Darebin	NGWALA Council (Social & Connected Living; Community Inclusion) Other stakeholders???	2026/2027	Culture and language barriers; Age of participants; Self-determination: co-design, autonomy; Gender – norms of culture; Replication of services available.

Codesign programs with young people that are neurodiverse in city libraries.

Lead	Partners	Year	Roadblocks identified
Council (Youth Services)	Council (Libraries; Equity & Inclusion) Other stakeholders???	2026/2027 & 2027/2028	Staff turnover; Lack of internal relationships; Non-aligned planning cycles; Strategies not "talking" to each other.

B2a) Support parents of neurodiverse children and young people

Update Council's existing parent support resources (including website).

Lead	Partners	Year	Roadblocks identified
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Council (which team?)	Other Council teams??? Other stakeholders???	2026/2027	No identified lead or partners.
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B2b) Support parents of neurodiverse children and young people

Pilot information sessions covering a range of parenting topics (e.g. transition to school, cyberbullying, vaping, school refusal, navigating NDIA).

Lead	Partners	Year	Roadblocks identified
Council (which team?)	Access and Inclusion Other stakeholders???	2026/2027	No identified lead; Not collaborating; Lacking relationships with primary cohort.

B2c) Support parents of neurodiverse young people and children

Develop and support a peer support group for parents of children with neurodiversity and/or disability.

Lead	Partners	Year	Roadblocks identified
Council (which team?)	Other Council teams??? Other stakeholders???	2027/2028	No identified lead or partners.

B3) Considering impact of policy

Addressing the needs of children, young people and their families in the development of Council strategies including the Open Space Policy and Disability Action Plan.

Lead	Partners	Year	Roadblocks identified
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Council (Equity & Inclusion; Natural & Civic Spaces)	Council (Libraries; Equity & Inclusion) Other stakeholders???	2026/2027 & 2027/2028	None.
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B4) Support & advocacy for children and young people experiencing racism

No description provided.

Lead	Partners	Year	Roadblocks identified
???	???	2026/2027 & 2027/2028	No outline of what is involved; No identified lead or partners.

B5) Increasing inclusivity for Rainbow families

Undertaking a range of initiatives to improve the inclusivity of Council services for Rainbow families including intake processes, provision of training opportunities and the establishment of a community-led Rainbow Families Network.

Lead	Partners	Year	Roadblocks identified
Council (which team?)	Other Council teams??? External stakeholders???	2026/2027 & 2027/2028	No identified lead or partners.

Health and Wellbeing

H1a) Service and Referral Pathways

Develop a working group to oversee service and referral pathway mapping for family, youth and children's services. Identify existing service directories within and outside of Council, merge them and distribute to stakeholders.

Lead	Partners	Year	Roadblocks identified
Council (which team?)	Other stakeholders???	2026/2027	No identified lead or partners.

H1b) Service and Referral Pathways

Review management of service catalogues/directories and referral systems in other municipalities and develop options for further exploration or piloting.

Lead	Partners	Year	Roadblocks identified
Council (which team?)	Other Council teams??? Other stakeholders???	2027/2028	No identified lead or partners; High demand for services.

H1c) Service and Referral Pathways

Council to create a cross-departmental and external stakeholder group (including Youth Services, Economic Development, and Equity, Inclusion and Wellbeing teams) to meet four times a year.

Lead	Partners	Year	Roadblocks identified
Council (Youth Services)	Other Council teams??? Other stakeholders???	2026/2027	Council organisational structure/alignment; Lack of cross-organisational communication; Services already attending multiple networks.

H2) Community Navigator role

Map existing service navigation roles within Council and in other organisations to understand coverage, gaps and current resourcing. Review service navigation approaches in other municipalities. Develop options for further exploration or piloting.

Lead	Partners	Year	Roadblocks identified
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Council (which team?)	Other Council teams??? Other stakeholders???	???	No identified lead or partners.
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H3) Communities that Care model

Investigate the Communities that Care Model and its appropriateness for Darebin considering existing models in place, stakeholder buy-in and resourcing.

Lead	Partners	Year	Roadblocks identified
???	???	???	No identified lead or partners.

9.2 JC DONATH EAST PAVILION RENOVATION - CONCEPT DESIGN

Author: Capital Project Manager

Reviewed By: Chief Executive Officer

EXECUTIVE SUMMARY

The JC Donath East Pavilion Renovation project is being delivered through Council's Capital Works Program across financial years 2025-26 and 2027-28. The project is co-funded by Council and State Government, with allocations of \$1.45 million and \$0.60 million respectively. The pavilion serves Keon Park Football (soccer) Club (12 teams, 315 players; 39% female) and Donath Cricket Club (2 teams, 44 players; 13% female).

The purpose of this report is to seek Council's endorsement of the concept design for the project. The report outlines options for consideration. This decision is time critical to inform a grant funding application that is due in August 2026.

Three main options have been identified through the concept design and user group consultation process.

The key decision for Council is how to balance the respective advantages and disadvantages of each option and determine which outcomes should be prioritised in order to select a concept design option.

Council officers' assessment is that overall community benefit is greatest for Option 1 (est Location) and therefore officers recommend proceeding with this (as shown in **Appendix A**)

Conversely, Option 2 or 3 (East Locations) are the strongly preferred outcomes by Keon Park Football Club which is one of two user groups at this site. Detailed feedback from the Club has been shared with councillors, which together with this report provides information for Council to consider and make a decision.

Officer Recommendation

That Council:

- (1) Acknowledges and thanks the Keon Park Football Club and Donath Cricket Club for their valuable feedback and participation throughout the stakeholder consultation process.
 - (2) Notes that the scheduling and licensing matters raised by stakeholders are being considered separately through the appropriate Council processes, as they fall outside the scope of the construction project which is the subject of this decision.
 - (3) Endorses Option 1 – West Location as the preferred design option and supports the progression of the project on this basis.
 - (4) Authorises the Chief Executive Officer, or delegate, to negotiate, finalise and execute all agreements and documentation necessary to progress the project through the detailed design and construction procurement (tender) stages.
 - (5) Notes that the award of any construction contract remains subject to a future Council decision following consideration of the tender outcomes.
-

BACKGROUND / KEY INFORMATIONProject Update

The JC Donath East Pavilion Renovation is a high-priority project identified within Council's Outdoor Sports Infrastructure Framework and is supported by a \$600,000 State Government election commitment announced by the State Members for Preston and Reservoir.

The project was initially planned as a full refurbishment of the four existing change rooms and ancillary spaces which are due for renewal. A change to the project scope was endorsed at the December 2025 Council Meeting. The endorsed scope change prioritised the delivery of two additional change rooms, with the remaining available funding allocated towards refurbishment works to the existing facilities.

An additional Council report was also presented at the December 2025 Council Meeting exploring the feasibility of a modular style construction option. This report noted that the refurbishment of the existing building to provide gender inclusive changerooms was a more cost-effective approach than the construction of a new facility to deliver an equivalent outcome. This was noted by Council.

Design development process

Work undertaken by the design consultant during development of the concept design identified two primary approaches for the pavilion layout – Option 1 (West Location) and Option 2 (East Location).

Following briefing sessions with user groups and a detailed assessment of the site and its constraints, the consultant identified Option 1 (West Location) as the preferred concept. The consultant considers this option to provide the most balanced and holistic design response, aligning with the project's objectives while responding to stakeholder needs, budget considerations and broader Council outcomes. In developing the design, the consultant considered:

- The approved project brief
- Existing site conditions and constraints
- Available project budget
- Crime Prevention Through Environmental Design (CPTED) principles
- Broader community benefit and access outcomes
- Sport and Recreation Victoria (SRV) grant requirements
- Darebin's Environmentally Sustainable Design (ESD) Policy
- Relevant sporting association guidelines, including Football Victoria and Cricket Australia facility standards
- Findings and recommendations from the Project Equity Impact Assessment

Grant Funding

State Government funding is being provided through Sport and Recreation Victoria's Community Sport and Recreation Grants Program, with Council acting as the delivery partner under a Funding Agreement with the Department of Jobs, Skills, Industry and Regions (DJSIR).

Recognising the project's current status, officers have negotiated an extension to the grant submission timeframe. The grant application and supporting documentation must now be submitted by 31 August 2026, extending the original 30 June 2026 deadline.

As part of the assessment process, letters of support are typically required from all project user groups. The western design has received support from Donath Cricket Club and state sporting bodies, Football Victoria and Cricket Victoria. The letters of support have been provided to councillors. At time of writing Keon Park Football Club (KPFC) has not provided unconditional support for Option 1 (West Location). Officers sought clarification from Sport and Recreation Victoria on whether Football Victoria's endorsement could be accepted in place of a user group letter of support. SRV advised that if user group support is not provided, any decision to approve funding would be at the discretion of the Minister.

Previous Council Resolution

At its meeting held on 15 December 2025, Council considered two separate reports relating to this project, and resolved as follows:

'That Council:

- (1) Acknowledges the successful growth of the Keon Park Football Club which currently has 21 teams and 330 players of which 38% are women.*
- (2) Notes that 11 years ago, the 2014 Donath Reserve Master Plan identified opportunities to increase soccer pitches during winter predicting future growth as a long-term opportunity.*
- (3) Notes that soccer is played all year round and the facilities need to meet the demands of the sport.*
- (4) To accommodate the increasing demand (estimated to be in the vicinity of 450-500 by 2027) and commitment to gender inclusion, as per Darebin Council policy, Keon Park Football Club needs 6 changerooms.*
- (5) Notes there are currently 4 changerooms. If the allocated funding is spent on only 4 changerooms – the purpose of the funding (to increase girls' participation all year round) will not be achieved because they can only play 6 months of the year.*
- (6) Notes that discussions on the renovations with the clubs began nearly 4 years ago and will not be completed until 2028.*
- (7) Notes the projected growth in point 4 therefore it would make financial sense to build 6 changerooms now to avoid inevitable cost increases.*
- (8) Commits to building the extra 2 changerooms to the building as it currently stands as a priority. The cost is approximately \$450,000. The remainder of the allocated funding (approx. \$1,600,000) is then used for other features to be determined in consultation with the clubs.'*

At its meeting held on 15 December 2025, Council resolved:

'That Council:

- (1) Notes this report has been prepared in response to the Council resolution from 27 October 2025 and includes a project update.*
- (2) Notes that an assessment has been undertaken regarding the likely benefits and issues relating to modular construction of sporting pavilions or similar buildings.*
- (3) Notes that the sporting user groups, including Keon Park committee members, have been consulted about the modular construction assessment and have provided feedback which has been considered in the preparation of this report.*

- (4) *Notes that refurbishment of the existing building to provide gender inclusive changerooms is a more cost effective approach than the construction of a new facility to deliver an equivalent outcome.*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Pillar 1: Vibrant, Healthy and Connected

ALIGNMENT TO OUR DAREBIN PLAN 2025-29

Strategic Direction 3: Health and Wellbeing - A City where everyone in the community can access the opportunities, infrastructure and services they need to be physically and mentally safe and healthy.

DISCUSSION

Three main options have been identified through the concept design and user consultation process. The key decision for Council is how to balance the respective advantages and disadvantages of each option and determine which outcomes should be prioritised in order to select a concept design option.

All three options provide six change rooms in total, and access to at least two change rooms from each of the East and West sides of the pavilion. All options also support flexible shared use of the facility during summer when two user groups would be sharing the facility. The building design will enable different areas of the pavilion to be secured independently and community spaces to be accessed at different times.

For Option 1 (West Location), the construction cost of the new change rooms is estimated to be approximately \$112,000 and \$132,000 lower than Options 2 and 3 (East Location) respectively. This cost saving would be reinvested into the existing pavilion changerooms, resulting in a higher quality internal facility. In addition, Option 1 (West Location) delivers some co-benefits, including improved shading, better energy efficiency performance for the existing building, and enhanced safety through increased passive surveillance and activation of the women's public toilets connected to the pavilion. Taking these factors into account, the officer assessment identifies the Option 1 as providing the greatest overall community benefit and therefore officers recommend Option 1.

Options 2 and 3 (East Location) are strongly preferred by Keon Park Football Club, a key reason cited is that the two new change rooms would have a closer proximity and improved line of sight to the football pitch, particularly considering safety women and girls football participants using the facility.

An assessment of the advantages and disadvantages of each location is provided in the table below. The location of the options is shown graphically in **Appendix B – Concept Plan Siting Options**.

Option	Key design elements	Considerations
Option 1 – West Location <i>Recommended Option</i>	Delivers 6 compliant changerooms Locate the new changerooms to the western side of the new pavilion Refurbishment of existing change	- Consistent with the consultant's recommended design response. - Enables a more cost-efficient approach by leveraging existing infrastructure and services. - Can be delivered within the current project budget without downscaling improvements to the existing change rooms.

Option	Key design elements	Considerations
	rooms. Add late afternoon shading at front of existing pavilion Enhances public safety at the existing female public toilets by improving surveillance, visibility and benefiting from lighting from the new change room area	• More centrally located position relative to all sporting ovals and pitches, improving accessibility for multiple user groups • In contrast, is located further from the preferred soccer pitch (38m). • Delivers the greatest Environmentally Sustainable Design benefits, including: ▪ The opportunity to improve environmental performance of the existing pavilion through solar shading and thermal buffering from western sun exposure ▪ The opportunity to integrate shading to existing building entrances and improve performance of air conditioned spaces. ▪ The reuse of existing materials and infrastructure (re-use existing concrete slab for bike hoops etc. • Assessed as delivering the greatest broader community benefits considering park users and club users. • Supported by Donath Cricket Club, internal Council stakeholders and state sporting associations. • Aligns with Victorian Government guidelines that prioritise public safety while supporting shared use and equitable access to community sporting facilities • Risk that SRV grant funding may not be approved due to the absence of support from all user groups.
Option 2 – East Location	Delivers 6 compliant changerooms Locate the new changerooms to the eastern side of the new pavilion. Refurbishment of existing change rooms (note there would be a smaller budget by \$112K for this, however, it is expected to result in a 'reasonable' standard).	• Reduced design benefits compared to the recommended option, particularly in relation to ESD, park user outcomes. • Additional budget will be required for relocation of underground services, existing infrastructure and works within the Tree Protection Zone, decreasing the available budget for improvements to the existing changerooms. • East is strongly preferred location of the KPFC. New change rooms located closer to Pitch 8. • 2 new change rooms located closer to Pitch 8, KPFC's preferred pitch for safety and accessibility
Option 3 – East Location, Offset from existing building KPFC Alternate Proposal	Delivers 6 compliant changerooms. Relocate the new change rooms to the	• Reduced design benefits and functionality due to limited connectivity between the existing and new facilities. • Replicates many of the disadvantages

Option	Key design elements	Considerations
	eastern side of the pavilion, offset from the existing building. Refurbishment of existing change rooms (note there would be a smaller budget by \$112K for this, however, it is expected to result in a 'reasonable' standard).	identified through the modular building investigation considered by Council in December 2025. • Risk of additional capital funding being required due to service relocations, existing infrastructure impacts and Tree Protection Zone constraints. • East is strongly preferred location of the KPFC. • 2 new change rooms located closer to Pitch 8, KPFC's preferred pitch for safety and accessibility
Option 4 – Proceed Without Grant Funding	Proceed with the project without the \$600,000 State Government grant commitment and deliver a reduced scope funded by Council's existing allocation of \$1.45 million	• De-linking the project from the grant funding provides greater flexibility for Council in relation to timeframes and requirements regarding user group support. • Project scope would need to be substantially reduced to align with available funding, however council's own renewal funding may be able to be directed more towards renewal or refurbishment of its existing assets. • Likely limited to refurbishment of the existing four change rooms, kitchen upgrades and potentially an accessible public toilet. • No provision for two additional change rooms. • Shorter design and construction program.

Table 1: Advantages and Disadvantages of Design Options

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

The table below presents the current project funding sources. Additional time has been taken to develop the concept design to enable additional consultation. This means the timeline needs to be extended. As a result, funding allocations will need to be re-phased into the 2028-29 financial year to align with the revised project timeline

Budget	Yr 1 2025-26	Yr 2 2026-27	Yr 3 2027-28	Yr 4 2028-29	TOTAL ex GST
State Govt Funding	\$0	\$100,000	\$500,000	\$0	\$600K
Council Contribution	\$80,072	\$169,928	\$500,000	\$700,000	\$1.45M
Total	\$80,072	\$269,928	\$1,000,000	\$700,000	\$2.05M

Table 2: Project Funding & Source

Construction Cost

The table below presents the current budget available for construction.

Item	Allowance (ex. GST)
Project Management Fees (7.5%)	\$153,750
Site Investigation & Due Diligence	\$33,785
Design Costs	\$176,175
Tender & Ancillary Costs	\$53,400
Temporary Facilities Costs	\$100,000
Project Contingency (outside of construction contingency)	\$60,000
Sub Total	\$577,110
Total Project Budget	\$2,050,000
Allowance for Construction Contract (including construction contingency)	\$1,472,890

Table 3: Available budget for Construction Contract

Higher cost for construction for East Location of new change rooms

Preliminary construction cost estimates for the two additional change rooms is estimated to be higher for Options 2 and 3 (East Location) than for Option 1 (West Location) by approximately \$112,000 (excluding GST) and \$132,000 (excluding GST) respectively. Actual costs may be higher and would need to be confirmed through further detailed design and site investigations. The cost estimates includes allowances for:

- Demolition of the existing vehicle access point, including crossover, gate and fence modifications.
- Construction of a new vehicle access point and driveway.
- Demolition of the existing external storage facility, including the concrete slab and chain-wire structure.
- Construction of a replacement external storage facility.
- Demolition and excavation works within a Tree Protection Zone, including non-destructive digging methodologies and arborist supervision and reporting.
- Relocation of existing services and service pits.

There are several underground services and access pits located on the eastern side of the site that would need to be relocated to facilitate construction and ensure safe access and compliance requirements are met. In contrast, there are very few existing underground services on the western side of the pavilion, making it a less constrained location for construction activities.

Remaining budget for refurbishment of existing pavilion

Council has endorsed a total project budget and determined that the construction of two additional change rooms should be prioritised, with the balance used for internal refurbishment. Therefore if the construction cost of the two additional change rooms varies in each option, it also changes the remaining budget available for refurbishment of the existing change rooms.

The table below presents the approximate budget available for the existing pavilion componentry.

Design Option	Option 1 – West Location	Option 2 – East Location	Option 3 – East Location, offset
Construction budget available to refurbish existing pavilion	\$562,000 • New kitchen fit out • Addressing compliance items • new wet area to south of building • floor and wall upgrades to the existing changerooms.	\$450,000 • New kitchen fit out • Addressing compliance items • new wet area to south of building • limited upgrades to the existing changerooms.	\$430,000 • New kitchen fit out • Addressing compliance items • new wet area to south of building • limited upgrades to the existing changerooms.

Table 4: Available budget for Existing Pavilion Components.

Community Engagement

Consultation during concept design development

In 2026, the project progressed to the design stage. In May 2026, Council officers and the consultant architect met with user groups to present a draft Concept Design (Option 1 – West Location) (**Appendix A**) and seek feedback from the clubs. The design was supported by Donath Cricket Club and state sporting associations (Football Victoria & Cricket Australia). Changes to the draft were requested by the Keon Park Football club including to locate the new change rooms to the East of the pavilion. The project team explored the design changes requested, but was not able to find a solution that addressed all the Clubs' requests and which was also assessed as strongest in regards to Council policy objectives.

Given that consensus support for Option 1 (West Location) had not been achieved, Council senior staff met with Keon Park Football Club to better understand their concerns and needs with the aim of seeing if these could be addressed - either through design changes or potentially other solutions. Following this meeting, Council considered Club feedback and what adjustments would be possible. Council wrote to the Club to outline what adjustments could be made, and if they could not be, to be clear about to what extent a solution was possible or not and to provide some further information that may help them consider a formal response.

Keon Park Football Club responded formally to Council with their feedback about the project and this has been shared in full to councillors. This feedback advised that the Club's strong preference for location for the new change rooms was to the East of the existing building, citing participant safety and accessibility, particularly for women and girls using Pitch 8, as key considerations.

Keon Park Football Club raised a number of scheduling, licensing and conduct matters. These matters fall outside the scope of the current project and are being considered independently through the appropriate Council processes. Councillors have been briefed on these requests, and officers from the relevant departments are working through them separately.

At the time of writing this report, Keon Park Football Club's formal response to Council indicates conditional support for the West option (noting it is not their preferred option). However a number of the conditions sought would not be able to be considered before the construction of the building and/or raise complex matters that could not be readily implemented, so it is not entirely clear if the Club would support West option if Council does not meet the conditions. Officers are meeting with the Club on the 17 July 2026 to discuss further and an update will be provided to councillors before the Council meeting.

Engagement and communications plan

In line with Council's Engagement Policy, this project involves *consult-level* engagement with sporting tenants and *inform-only* for the broader community.

Officers will continue to consult directly with the sporting tenants to ensure their needs and perspectives are considered throughout the design and delivery process.

The construction stage communication plan focuses on providing clear and timely information about the project, including the upcoming tender and construction phases. Activities to be undertaken include:

- A letter drop to properties within a defined radius of the pavilion
- Onsite signage
- Updates on the Darebin website project page

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

- (c) Council information must be understandable and accessible to members of the municipal community;

Strategic Planning Principles

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

Service Performance Principles

- (e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

Design Option 1 (West Location) maximises the application of Environmentally Sustainable Design (ESD) principles. Locating the proposed built form on the western side of the pavilion will improve the thermal performance of the existing facility by providing protection from western sun exposure, addressing a key deficiency of the current building. In addition, the western design delivers shade for cricket club users during the summer season, improving both comfort and amenity. Increased shade provision was identified within the original project brief.

Design Options 2 or 3 (East Location) provide fewer opportunities for the existing pavilion to benefit from the ESD improvements delivered through the project, as the new built form is located further away from the areas most affected by heat gain.

Both design options incorporate increased tree planting on the western side of the site, along with improvements to water harvesting, storage and reticulation systems, delivering positive environmental outcomes.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

Design Option 1 (West Location) delivers improved safety outcomes for the existing female public toilets, which are used by both the general public and sporting clubs. Activation along the western side of the site will increase passive surveillance, while high-quality external lighting associated with the new built form will further enhance safety around the female public toilet facilities.

Design Options 2 or 3 (East Location) would not change the current entry to the existing female public toilets.

Keon Park Football Club's feedback to council is that they strongly prefer an East location because female players would have a closer proximity to the change rooms and their preferred soccer pitch and that they are concerned about safety associated with a longer distance to change rooms if they are located to the West.

Economic Development and Cultural Considerations

The choice between these options does not have a particular economic development impact nor cultural considerations.

Council manages any cultural heritage requirements during construction.

Operational Impacts

All options have similar operational impacts:

- Some disruption is expected for user groups during construction and Council will work with them to help plan for this period.
- Council will be responsible for ongoing maintenance of the building following construction.
- User groups are typically responsible for cleaning of sports pavilions

Legal and Risk Implications

A detailed risk assessment has been prepared as part of the project management plan.

IMPLEMENTATION ACTIONS

- Council Meeting Decision regarding Concept Design – 28 July 2026
- Grant Submission (Concept Plan & Costings) – August 2026
- Completion of Design Period – August - December 2026
- Contractor Procurement – January - July 2027
- Construction Commencement – August 2027
- Construction Completion – August 2028

RELATED DOCUMENTS

Nil.

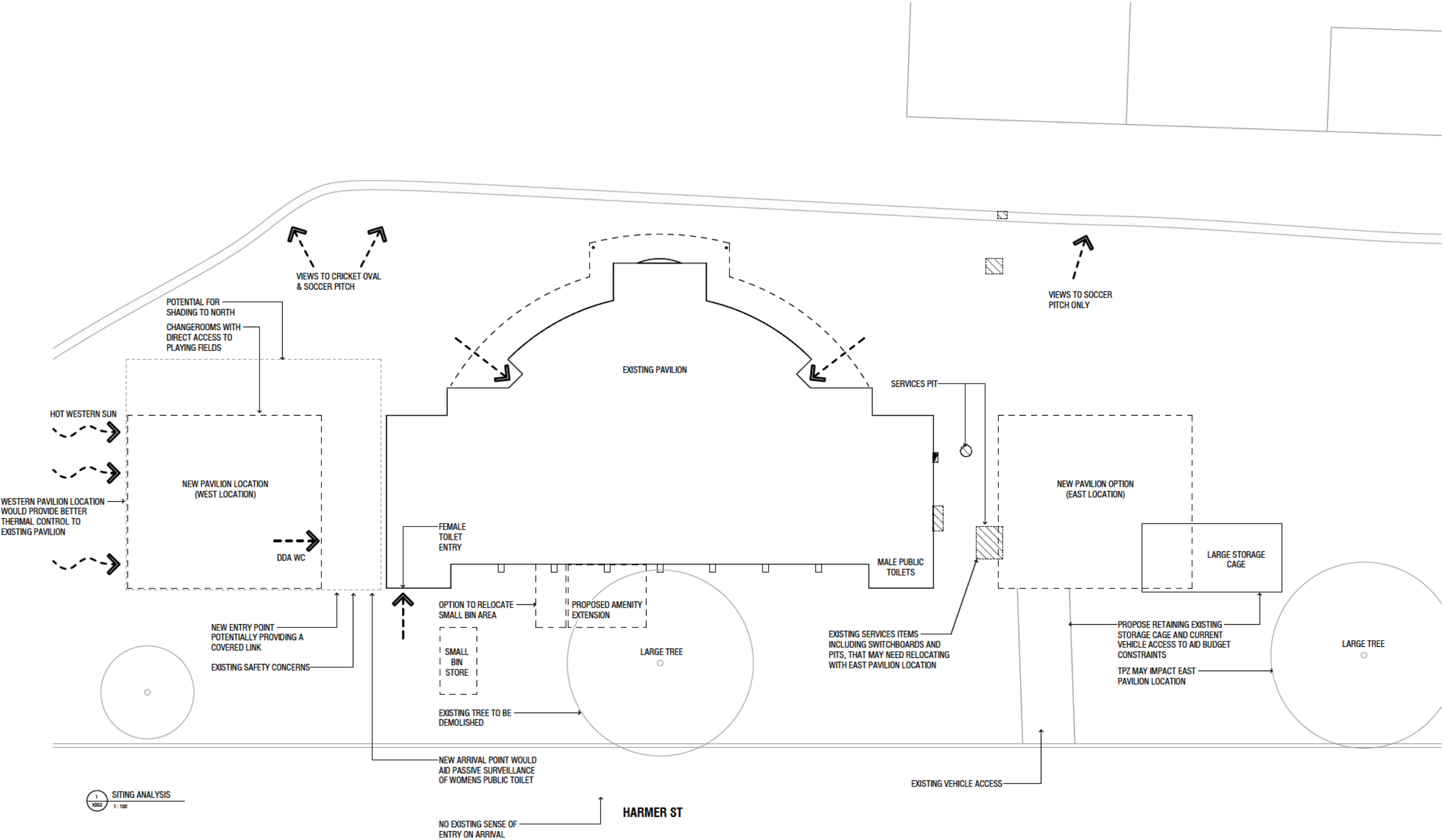
Attachments

- JC Donath East Pavilion Renovation - Concept Plan and Site Analysis (**Appendix A**) [↓](#)
- JC Donath East Pavilion Renovation - Concept Plan Siting Options (**Appendix B**) [↓](#)

DISCLOSURE OF INTEREST

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

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



1 SITING ANALYSIS
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Placement

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2	PRELIMINARY	21.06.26

CLIENT
CITY OF DAREBIN

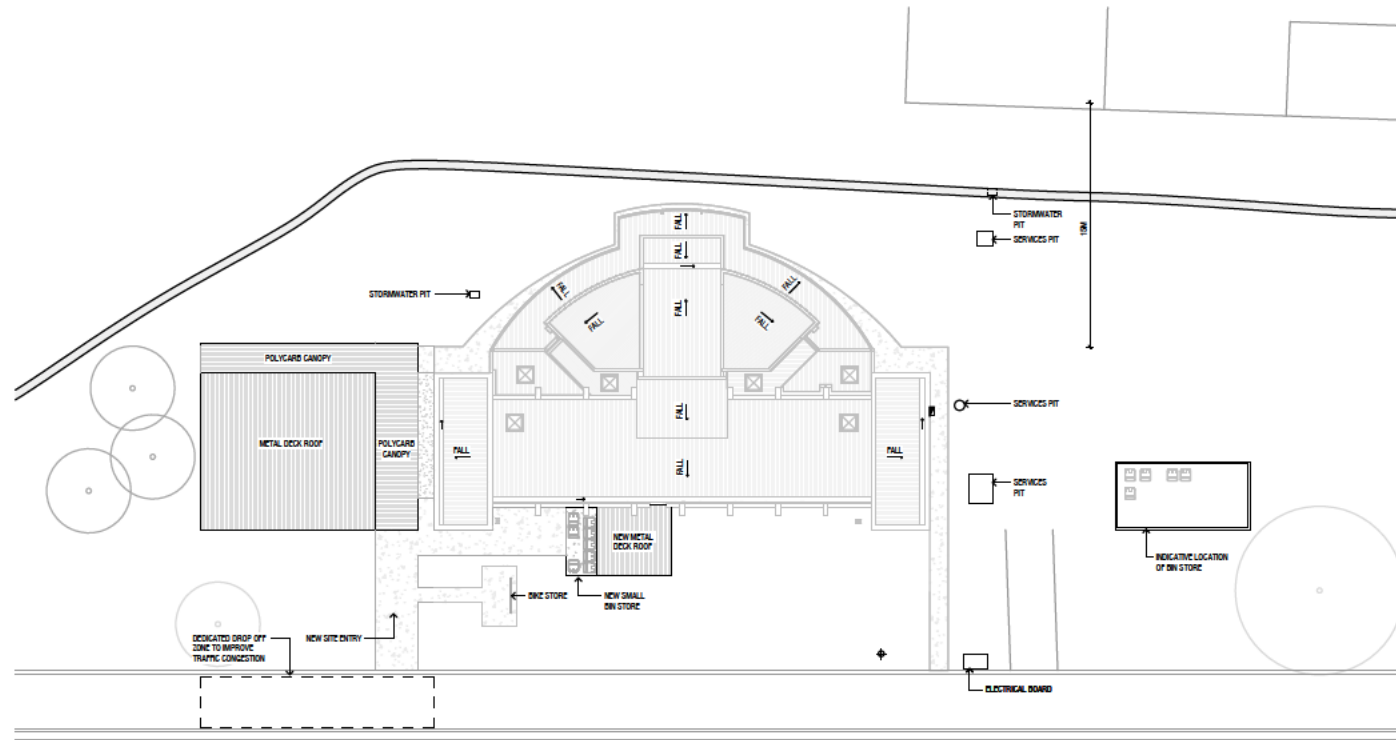
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WURUNDJERY COUNTRY
JC DONATH
EAST PAVILION

PROJECT
JC DONATH EAST PAVILION RENOVATION
DRAWING TITLE
SITING ANALYSIS

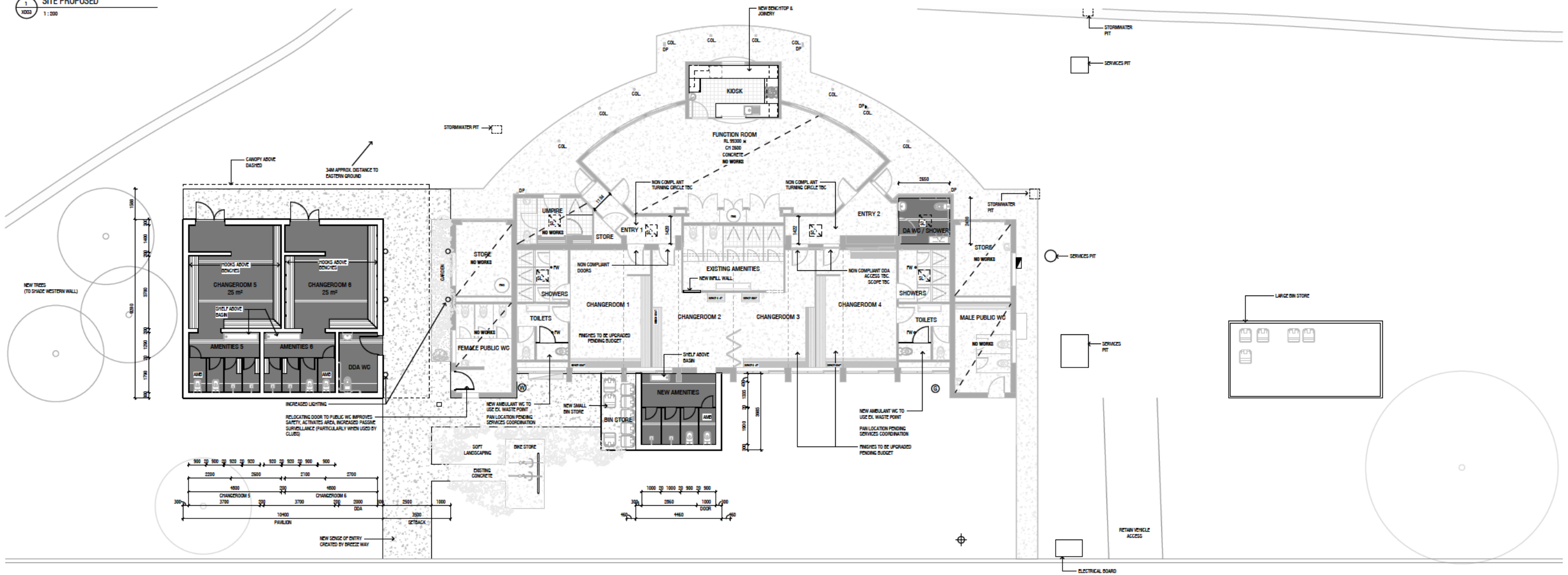
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A010

REV
A



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3 GROUND FLOOR PROPOSED
X003 1:100

Placement

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CONCEPT
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DIMENSIONS ARE TO BE REPORTED TO THE ARCHITECT FOR RESOLUTION PRIOR TO COMMENCEMENT OF
THE WORK.

PRELIMINARY

CLIENT
CITY OF DAREBIN

STREET ADDRESS
WURUNDJERY COUNTRY
JC DONATH
EAST PAVILION

PROJECT
JC DONATH EAST PAVILION RENOVATION

DRAWING TITLE
PROPOSED PLANS

JOB No.
2605
SCALE @ A1
As indicated

DRAWING No. **A100** REV **A**



SITING OPTIONS - WEST & EAST

9.3 TRANSPORT PRIORITY PROJECTS

Author: Coordinator Sustainable Transport

Reviewed By: Chief Executive Officer

EXECUTIVE SUMMARY

This report responds to Council's request to apply the Road Safety Investment Framework and Safety Criteria to sort and prioritise a list of endorsed transport safety improvement projects to be progressively delivered through annual budget processes and grant funding.

As an outcome of applying the framework and criteria, this report recommends a list of transport priority projects for design and delivery over the next 4 to 6 years.

Since 2018 transport safety improvement projects have been identified and developed through various programs involving community engagement. The rate of project identification and commitment to deliver changes has outpaced construction.

As of May 2026, there were over 150 projects waiting to be funded and/or delivered. At the current rate of investment these would have taken more than 30 years to construct.

In May 2026 Council endorsed the Road Safety Investment Framework and Safety Criteria with an additional point for projects within 150 metres of an early childhood centre, kindergarten or primary school. This additional point sought to elevate projects that would contribute to safety of younger children.

Officers have applied this framework and criteria to the list of undelivered transport projects to recommend which projects to deliver over the next 4 to 6 years. The priority projects recommended for delivery are included in **Appendix A**.

Officer Recommendation

That Council:

- (1) Notes that it has already recognised that the overall portfolio of potential transport improvement projects endorsed by Council since 2018, with a total estimated construction value of \$55 million, far exceeded reasonable funding expectations over the next decade across all levels of government.
 - (2) Notes that Council adopted the Road Safety Prioritisation Framework and Safety Criteria at its meeting on 26 May 2026 shown as **Appendix B**.
 - (3) Adopts the priority list of transport capital improvement projects in **Appendix A** for progressive delivery through annual budget processes and grant funding.
-

BACKGROUND / KEY INFORMATION

Council, in its role as coordinating road authority for the local road network, is responsible for maintaining and improving safety. The Darebin Transport Strategy has goals to reduce accident rates faster than the metropolitan average and *VicRoads* targets on local roads. There are multiple approaches to achieve these targets, with the focus of this report being infrastructure safety changes.

Council has an extensive portfolio of transport projects endorsed for design and delivery as funding becomes available. The list has been developed across six programs since 2018. The total program significantly exceeds expected funding levels over the next decade and it would take more than 30 years to implement.

Council endorsed its 2026-27 budget on 30 June 2026 which confirms the funding envelope available for transport safety improvement projects for the next 4 years. Based on the estimated average annual investment a program that could be delivered in 6 years has been prepared (**Appendix A**).

Subject to no major area-wide transport safety investigations until the next term of Council and current budget allocations to transport safety there is a high level of confidence that this list will be delivered in the 6 year period.

Projects that are not on the priority list for delivery will remain available as a reference point to be considered where efficiencies can be found by delivering road maintenance and upgrades at the same time. This list will also be referred to during the annual safety review.

Previous Council Resolution

At its meeting held on 26 May 2026, Council resolved in part:

'That Council receives a report at the July 2026 Council meeting, recommending a revised list of capital transport improvement projects within the capacity of Council's capital works budget and using the prioritisation framework'

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Pillar 1: Vibrant, Healthy and Connected

ALIGNMENT TO OUR DAREBIN PLAN 2025-29

Strategic Direction 5: Vibrant Places and Economy - A City that is liveable with vibrant places and spaces, safe streets and a thriving local economy.

The work to deliver transport safety improvement supports safe streets.

DISCUSSION

On 26 May 2026, Council agreed to:

1. Remove Northern Regional Trails projects from being considered against Council's other transport safety improvement projects and instead advocate for those projects to be delivered or funded by others.
2. Endorse a transport safety improvement prioritisation framework and criteria, including adding an extra point to each project that is within 150m of a Childcare Centre, Kindergarten or Primary School.
3. Receive a report recommending a revised list of capital transport improvement projects within the capacity of Council's capital works budget and using the Council endorsed prioritisation framework and criteria.

Prioritisation

The framework allocates an equal amount of limited spending on Your Street Your Say identified projects in each of the group areas before returning to the remainder of the prioritised list.

The criteria score that is used to prioritise the projects is a weighted sum of a project's benefit cost ratio, its crash reduction factor and its proximity to a young child education facility. The endorsed framework and criteria are attached as **Appendix B**.

The reason for the prioritisation of projects is to:

- compare projects fairly and transparently
- invest in projects that deliver the greatest safety improvements
- achieve value for money for the community
- strengthen future grant applications with the Victorian and Australian Government.

Council previously made a decision about completing two signalised intersection projects from the Group A list within this term of Council. These projects have been included.

Prioritised Projects

The full list of projects that have been funded, or will be funded, under each of the three Your Street Your Say groups, (to a total amount of approx. \$2 million) **Appendix A** should be reviewed in context of **Appendices C to E** that list projects that are already delivered or have funding sources identified.

The consolidated list of recommended projects is provided as **Appendix A** and intends to:

- provide a clear, manageable list of priority projects that aligns with Council's capital works budget;
- improve transparency and certainty for the community about what Council can realistically deliver and what it will be advocating for; and
- allow Council to respond more effectively to changing transport needs as the population grows.

Value of Project List for Delivery

The 4-year capital works budget includes yet to be allocated amounts for transport safety improvement projects from 2026-27 as follows:

- Year 1: \$200,000
- Year 2: \$331,000
- Year 3: \$610,000
- Year 4: \$680,000

Over the four years the total of yet to be allocated funding for Transport Safety Improvement Projects is \$1,821,000. Generally there is an overall average of approximately \$1m of total investment provided in each financial year.

In summary the projects listed in **Appendix A** cover recommended commitments for years 1 to 4 and opportunities for years 5 and 6.

The project amounts indicated in appendices are for construction phase of the project, or a design construct approach. Full project budgets are refined including contingency allowances through detailed design and prior to development of the annual budget or grant application.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

Refining a scope of projects for delivery will align commitment with Council's funding capacity. Detailed design development will consider material life expectancy to ensure ongoing financial sustainability.

Community Engagement

Further community consultation is not proposed for the priority project list. This is because two rounds of engagement have been received through the project development stages and Council has already endorsed the framework and criteria for making priority recommendations.

When a project is budgeted for design, local engagement is undertaken with nearby properties about the project detail.

A communications approach is being developed to update the community about Council's decision about the priority projects. This will include updating Council's website and will provide information about which projects are planned for delivery in the short and medium term, and the status of the remaining projects.

Other Principles for consideration

A transparent way of choosing which safety changes to make on the Darebin road network is aligned with the below principles.

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

- (c) Council information must be understandable and accessible to members of the municipal community;

Strategic Planning Principles

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

Improving road safety also increases the choices of the community to travel by walking and riding. Increasing the share of active travel reduces the amount of greenhouse gas emissions.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

A gender and equity impact assessment was completed where relevant for each of the programs that contributed to the long list of transport infrastructure projects.

Economic Development and Cultural Considerations

The way people move around and access their local shops can influence the economic outcomes for those traders.

Operational Impacts

The delivery of new assets requires lifecycle maintenance to ensure they remain functional. This is considered in the material types through the design process.

Legal and Risk Implications

Council as the coordinating road authority is required to maintain and improve safety of the road network. This work supports an evidence-based approach to a reasonable level of investment and approach to addressing road safety.

IMPLEMENTATION ACTIONS

Depending on the decision of Council, a communications plan will be deployed to ensure the decision about priority projects is shared with key stakeholders and easily accessible.

RELATED DOCUMENTS

- Darebin Transport Strategy
- Darebin Safe Travel Strategy
- Darebin Walking Strategy

Attachments

- Priority Projects for delivery to June 2032 (**Appendix A**) [↓](#)
- Road Safety Investment Framework and Safety Criteria (**Appendix B**) [↓](#)
- Your Street Your Say Group A projects already delivered or with funding identified (**Appendix C**) [↓](#)
- Your Street Your Say Group B projects already delivered or with funding identified (**Appendix D**) [↓](#)
- Your Street Your Say Group C projects already delivered or with funding identified (**Appendix E**) [↓](#)

DISCLOSURE OF INTEREST

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

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

Appendix A – Priority Projects for delivery to June 2032

Table 1: Your Street Your Say Group A projects yet to be delivered

(\$1,894,000 has been delivered or budgeted for)

Project	Status	Criteria Score	Estimated Cost
Install a zebra crossing at the Mary Street and Bell Street intersection	Not Started	2.73	\$50,000
Introduce a separated bike lane on the southern side of Oakover Road using line-marking	Not Started	1.91	\$50,000
Total			\$100,000

Table 2: Your Street Your Say Group B projects yet to be delivered

(\$2,101,000 has been delivered or budgeted for)

Project	Status	Criteria Score	Estimated Cost
The endorsed framework does not allow further projects to be budgeted for in the Group B area to complete the program in this area as the value of design and delivery already exceeds the limited project completion allocation of \$2m. Please see Appendix D for further details about the projects.			

Table 3: Your Street Your Say Group C projects yet to be delivered

(\$30,000 has been delivered or budgeted for)

Project	Status	Criteria Score	Estimated Cost
Tyler Street, Plenty Road to Darebin Creek - Traffic calming: speed humps along route, raised platforms at 2 school crossings	Not Started	4.18	\$500,000
Hickford Street, Cheddar Road to Borrie Street - 2 raised platforms to reduce vehicle speeds, discourage rat running and improve cyclist safety	Not Started	4.18	\$100,000
Tyler Street, near Crevelli Street - Raised priority pedestrian crossing	Not Started	3.73	\$150,000
Gower Street, near Preston library - Raised intersection with Cooma Street with pedestrian crossings on the south and west legs	Not Started	2.82	\$300,000

Project	Status	Criteria Score	Estimated Cost
Dunne Street - Raised platforms at 2 school crossings + 2 speed humps near Darebin Creek Trail crossing points	Not Started	2.73	\$300,000
Cheddar Road, between Carol Street and Hickford Street - Pedestrian operated signals at Crookston Road	Not Started	2.73	\$350,000
Wood Street, High Street to Plenty Road - Raised priority pedestrian crossing near park and at existing children's crossing and 3 speed humps	Not Started	2.36	\$360,000
Total			\$2,060,000

Table 4: Priority Projects to be delivered following the Your Street Your Say program close out projects as shown in Tables 1 to 3 above.

- Estimating a budget commitment of \$1m each in years 5 and 6

Project	Program	Status	Criteria Score	Estimated Cost
Raleigh Street raised crossing and 2 x speed humps (Construction)	YSYS B	Not Started	4.18	\$180,000
Wales Street Thornbury traffic calming measures	YSYS Group B	Not Started	4.18	\$130,000
Cheddar Road and Purinuan Road Install left-in left-out treatments at the intersections	Local Area Place Making	Not Started	4.09	\$50,000
Union Street east leg at High Street, Northcote wombat crossing	YSYS Group B	Design Complete	3.73	\$100,000
Separation Street kerb realignment at Sparks Avenue	YSYS Group B	Not Started	3.73	\$80,000
New and upgraded pedestrian refuges along Dunne Street (west of Stymie Street) between bus stops	Local Area Place Making	Not Started	3.64	\$60,000
Cheddar Road and St Vigeons Road Install left-in left-out treatments at the intersections	Local Area Place Making	Not Started	3.64	\$50,000
Black St at Rathcown Rd Installation of Splitter Islands	Octopus Schools	Not Started	3.64	\$30,000
Cramer Street to the west of McDonald Street Bike-friendly pinch point with potential for	Streets for People	Not Started	3.64	\$90,000

Project	Program	Status	Criteria Score	Estimated Cost
landscaping, including speed cushion				
Broadhurst Avenue & McFadzean Avenue roundabout Zebra crossing on northern, eastern and western legs with speed cushion. Raised pedestrian crossing on the southern leg kerb extension adjacent to raised crossing	Streets for People	Not Started	3.64	\$250,000
Cuthbert Road Traffic calming (type not specified) full length	Local Area Place Making	Not Started	3.18	\$300,000
Hickford Street Relocation of school crossing on Hickford St and provision of an additional speed hump.	Octopus Schools	Not Started	2.82	\$160,000
Boldrewood Parade & McMahon Road roundabout Raised pedestrian crossing (all legs) Public art installation	Streets for People	Designed	2.73	\$400,000
Yarra Avenue Raised school crossing (Construction)	Local Area Place Making	Not Started	2.36	\$80,000
Total cost of highest priority projects				\$1,960,000

Appendix B – Road Safety Investment Framework and Safety Criteria

Road Safety Investment Framework

This framework includes an equal allocation of either Council or grant funding in each group of Your Street, Your Say (YSYS) areas.

The cost of delivering projects identified through the YSYS program in previous years and the allocations made in the 2026/27 financial year budget will be included in each area's allocation.

Once an equal allocation has been reached for each YSYS area, all remaining projects will be prioritised using three criteria as described within this framework.

Projects previously endorsed by Council for design and delivery that are not included in the revised Council-endorsed list of capital transport improvements will no longer be for delivery and instead be moved to an internal reference document

All projects within the Northern Regional Trails Strategy 2022 will be removed from the assessment. This approach is recommended because the Strategy was prepared by the Northern Councils Alliance, including Darebin Council, as an advocacy document.

An annual, internal technical safety review will be undertaken to assess and identify changing road conditions and road safety risks that may need short-term intervention. Where a decision is needed by Council following this review, a report with findings will be tabled for Council's consideration.

Applications to the Australian Government's Black Spot Program for 100% grant funding for the design and delivery of emerging risks will continue annually in response to updated injury collision information provided by the State Government.

Safety Focused Prioritisation Criteria

This section describes the criteria to prioritise each of the transport safety improvement projects endorsed by Council for design and delivery since 2018, including any YSYS Group C projects.

The highest scoring projects will be recommended to Council in July 2026 as a proposed revised Council-endorsed list of capital transport improvement projects.

The revised list is proposed to align with the capacity of Council's capital works budget.

Criteria 1 - Benefit Cost Ratio (45.45%)

The benefit cost ratio (BCR) has been the primary way of selecting the road safety projects through the Australian Government's Black Spot program.

The benefit cost ratio uses the following information to give each project one score, the BCR:

- Number and severity of injury collisions. Available from the State Government's road injury database. Includes other, serious and fatal injury types.
- The cost of collisions. This is the industry accepted cost of each injury type.
- The crash reduction factor. This is the industry accepted amount of improved safety for the type of intervention.
- Project lifespan. The industry accepted length of time a project will provide improvement for the proposed type of intervention.
- Cost of the project. Includes design, project management, construction.

The proposed prioritisation of Darebin's projects uses BCR in the following way:

- When the BCR is less than 2, the project score is 1
- When the BCR is between 2 and 4, the project score is 2
- When the BCR is between 4 and 6, the project score is 3
- When the BCR is between 6 and 8, the project score is 4
- When the BCR is above 8, the project score is 5

Criteria 2 - Safety Risk Assessment (45.45%)

The Australian Government's Black Spot program also considers projects using road safety risk. This approach uses the Austroads guide to Road Safety Part 6 – Road Safety Audit to determine the safety risk for each project. The scoring has been applied in the following way:

- Medium risk of 'other' injury = 1
- High risk of 'other' injury = 2
- Medium risk (Fatal or Serious Injury – FSI) = 3
- High risk (FSI) = 4
- Extreme (FSI) = 5

Criteria 3 - Safety Risk Assessment (9.09%)

This criterion was added through a decision of Council to address safety risks for young people. An additional point would be added to projects within 150 metres of an early childhood centre, kindergarten or primary school. This additional point sought to elevate projects that would contribute to child safety

The criteria score that is used to prioritise the projects is a weighted sum of a project's benefit cost ratio, its crash reduction factor and its proximity to a young child education facility.

Appendix C – Your Street Your Say Group A projects delivered and budgeted for

Project	Value of works	Status
McFadzean Avenue, Removal of existing 13 tree pits, re-asphalting of speed calming devices	\$80,000	Delivered
McFadzean Avenue, installation of a raised platform road safety device	\$15,000	Delivered
Botha Avenue, installation of speed cushions	\$50,000	Delivered
Davidson Street installation of raised road safety devices with zebra crossing	\$80,000	Delivered
Radford Road raised road safety devices between Mackenzie Street and Amery Street	\$70,000	Delivered
Murray Road Safety changes including 'Keep Clear' line-marking and parking review	\$5,000	Delivered
Cramer Street / Preston Market, improved crossings at Cramer and Murray Road at the rail corridor	\$0 – delivered with Level Crossing Removal Project	Delivered
Miller Street and Devon Street, Bracken Avenue signalised pedestrian crossing	\$250,000	Funded 2025/26 – carry forward proposed
Newman Street and Comas Grove shorten pedestrian crossing by changing the kerb – trial	\$50,000	Funded 2025/26 – works ordered
Cramer Street near Park Street – raised crossing	\$150,000	Funded TAC – construction procured
Murphy Street and Symons Street - road closure (Feasibility Design)	\$10,000	Complete 2025/26
Gilbert Road and Henty Street - raised signalised intersection (Design)	\$32,000	Design Started 2025/26 – carry forward proposed
Gilbert / Henty raised intersection traffic signals (Construction)	\$450,000	Budgeted 2027/28
Radford Rd between Edwardes to Broadhurst - Raised road safety treatments (Design)	\$20,000	Design Completed

Project	Value of works	Status
Radford Rd between Edwardes to Broadhurst - Raised road safety treatments (Construction)	\$200,000	Budgeted 2026/27
Bracken Ave Linear Park intersections, design and priority changes	\$50,000	Designed Priority crossings delivered
Edwardes St and Gilbert Rd raised signalised intersection (Design)	\$32,000	Design Started 2025/26 – carry forward proposed
Edwardes St and Gilbert Rd raised signalised intersection (Construction)	\$350,000	Design started Budgeted 2026/27
Total	\$1,894,000	

Appendix D – Your Street, Your Say Group B projects delivered and budgeted for

Project	Value of works	Status
Separation Street / Perry Street raised intersection with zebra crossing	\$300,000	Designed in 2025/26 Construction in 2026/27
Jones Street and Collins Street raised intersection	\$300,000	Designed in 2025/26 Construction in 2026/27
Matisi Street south of Theobald Street Wombat crossing	\$150,000	Designed in 2025/26 Construction in 2026/27
Raised zebra crossing on Clarendon Street near High Street	\$100,000	Construction budgeted in 2025/26 – carry forward proposed
Newcastle Street and Collins Street roundabout Raised zebra crossings	\$350,000	Designed in 2025/26 Construction in 2026/27
Newcastle Street raised zebra crossing and speed platforms	\$56,000 \$110,000	Designed and street lighting upgrade in 2025/26 Construction funding in 2026/27
Victoria Road, south of Clifton St (near the Northcote Aquatic and Recreation Centre) Design and construct a signalised pedestrian crossing	\$50,000 \$50,000 \$550,000	Feasibility design 2025/26 Detailed design budgeted 2026/27 Construction budgeted 2028/29
Union Street east leg at High Street -wombat crossing (Design)	\$15,000	Designed in 2025/26
Dundas Street, between Victoria and Matisi Street - separated bike lane	\$30,000	Draft feasibility study prepared 2024/25
Raleigh Street - Install raised crossing at the linear park and two speed humps towards the roundabout at St David Street (Design)	\$40,000	Design funded in 2026/27
Total	\$2,101,000	

Appendix E – Your Street, Your Say Group C projects delivered and budgeted for

Project	Value of works	Status
Cheddar Road, between Carol Street and Hickford Street - Pedestrian operated signals at Crookston Road	\$30,000	Designed
Total	\$30,000	

**9.4 MERRI COMMON AND SURROUNDS OPEN SPACE
IMPROVEMENT PROJECT - PROJECT UPDATE****Author:** Capital Project Manager**Reviewed By:** Chief Executive Officer

EXECUTIVE SUMMARY

This report provides an update on the Merri Common and Surrounds Open Space Improvement Project.

On 28 April 2026, Council resolved to:

“Seek clarification on whether the Victorian Government is still open to a fee-for-service model for Council to maintain Merri Common, and

- a) if the Victorian Government is open to this, authorises the Chief Executive Officer to proceed in line with Council’s resolution of 15 December 2025;*
- b) if the Victorian Government is not open to this, seeks clarification from the Victorian Government about the nature of the proposed agreement and the particular maintenance activities and risks they are proposing Council undertake, and notes that this will be reported to a future Council meeting for decision.”*

Officers subsequently wrote to the Victorian Government seeking clarification on those matters.

In a letter dated 26 June 2026, the Minister for Environment advised that the matter had been referred to the Regional Director responsible for the Better Parks and Playgrounds Program to provide a formal response. The Minister’s correspondence also noted that a lease arrangement with Vic Track was being explored as an alternative delivery model.

To date, Council has not received a formal response addressing the matters raised in its April 2026 resolution. However, several meetings and discussions have taken place between Council officers and representatives of the Victorian Government regarding the project.

As project timeframes continue to extend, there is an increasing risk of cost escalation. Informal discussions with Victorian Government representatives have indicated that, should project costs increase due to delays, the preferred approach would be to reduce the scope of works rather than seek additional project funding.

All Council-managed components of the project have now been completed. The remaining works are currently on hold pending confirmation of future maintenance arrangements and the receipt of all necessary approvals required to proceed.

Officer Recommendation

That Council:

- (1) Notes that a formal response has not yet been received from the Victorian Government about the clarifications Council's sought following its resolution of 28 April 2026.
 - (2) Notes that direction from Council will be sought via a future report to be presented after the State Government has provided the required clarifications and information.
 - (3) Notes that ongoing delays are impacting the project delivery timeframe, are likely to result in higher costs for construction, and it is likely that the project scope will need to be reduced to remain within the available funding.
 - (4) Notes that officers will continue to work with relevant Victorian departments and agencies to progress the Merri Common and Surrounds project in line with Council's directions.
-

Background

In 2022, the Victorian Government announced funding through the Better Parks and Playgrounds Program to support open space improvements at Merri Common and the surrounding precinct.

Merri Common is located on State-owned land within an active rail corridor and is managed by Metro Trains Melbourne on behalf of VicTrack. While the land is neither owned nor managed by Council, Darebin City Council was identified as the grant recipient and delivery agency responsible for implementing the funded works.

At its meeting on 23 October 2023, Council resolved to support the delivery of a broader precinct-based open space improvement program encompassing Merri Common, Caddayes Corner, Peters Reserve and Green Memorial Reserve. This approach was intended to maximise community benefit and improve connectivity, accessibility and amenity across the precinct.

Council's support for delivering works on State-owned land was based on the understanding that all assets constructed at Merri Common would remain under State ownership and that the ongoing maintenance, operational and risk management responsibilities associated with those assets would remain with the relevant State agency.

Since project commencement, Council has committed significant resources to support project delivery, including undertaking community engagement, site investigations, concept and detailed design development, project management, stakeholder coordination, approvals processes and grant administration activities. These efforts have enabled the successful delivery of all Council-managed components of the project and positioned the remaining Merri Common works for implementation, subject to resolution of the outstanding maintenance and land management arrangements.

Previous Council Resolution

At its meeting held on the 28 April 2026, Council resolved the following:

That Council:

- (1) Notes the recent letter from that the Victorian Government that has advised that neither DEECA nor the Department of Transport and Planning are intending to maintain the grant funded improvements on Merri Common and Caddayes Corner and has asked that Council assume maintenance responsibility for these.*
- (2) Notes that this is contrary to the basis on which the grant was applied for and the expressed understanding of this project.*
- (3) Notes that ongoing delays with relevant State landowners in are impacting the project delivery timeframe and are resulting in associated financial risks which, if they continue, may affect project scope, deliverables and Council's reputation.*
- (4) Seek clarification on whether the Victorian Government is still open to a fee-for-service model for Council to maintain Merri Common, and*
 - a) if the Victorian Government is open to this, authorises the Chief Executive Officer to proceed in line with Council's resolution of 15 December 2025,*
 - b) if the Victorian Government is not open to this, seeks clarification from the Victorian Government about the nature of the proposed agreement and the particular maintenance activities and risks they are proposing Council undertake, and notes that this will be Reported to a future Council meeting for decision*
- (5) Notes that officers will continue to work with relevant Victorian departments and agencies to progress the Merri Common and Surrounds project in line with Council's direction, and will update the Your Say Darebin webpage with relevant information to ensure the community remains informed about the project's progress.*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 3: Climate, Green and Sustainable

Discussion

Consistent with Council's resolution, officers formally sought clarification from DEECA regarding several matters considered fundamental to Council's assessment of future obligations associated with the project.

Council specifically sought advice regarding:

- Clarity on whether the Victorian Government remains open to funding maintenance of the proposed assets and improvements – particularly whether the previous advice was a whole of government response, or a response on behalf of two specific State organisations.
- Whether Council is being asked to undertake maintenance directly or whether the State is seeking Council funding, or by another arrangement.
- Which governance mechanism would be utilised for any future maintenance arrangement (i.e., would it be a service contract, a lease or a license).
- Which State agency would be party to any proposed agreement.

- What assets or areas Council would be expected to maintain.
- How would public liability, contamination risks and other legal responsibilities be managed.
- The extent to which risks would be transferred to Council.

Without this information, Council is unable to understand the full financial, legal and operational implications of any future maintenance commitment.

Project Status

All activities associated with the Merri Common and Caddayes Corner components of the project remain on hold pending resolution of several matters that require Victorian Government approval, direction and clarification.

Council officers continue to engage with DEECA and other relevant Victorian Government agencies to progress these matters and obtain the information necessary to support Council's consideration of any future maintenance responsibilities, financial commitments and associated risks. These discussions relate specifically to assets located on Victorian Government-owned land that is not currently owned, managed or maintained by Council.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

The project is funded through the Victorian Government's Better Parks and Playgrounds Program, with grant funding of approximately \$1.5 million.

As project timeframes continue to extend, there is an increasing risk of project cost escalation arising from construction cost inflation, additional project management and stakeholder engagement requirements, and the potential need for further specialist advice or design reviews should project modifications be required.

Informal discussions with Victorian Government representatives have indicated that, should project costs increase as a result of delays, the preferred approach would be to reduce the scope of works rather than seek additional project funding. This approach would assist in managing the project's overall financial impact while remaining within the approved funding envelope.

Operational Costs

The Victorian Government has indicated that it is seeking Council's involvement in the ongoing maintenance of Merri Common. Council has sought further clarification regarding the nature, scope and extent of the proposed maintenance responsibilities to enable an informed assessment of the associated operational, financial and risk implications.

Council will assess the long-term maintenance and operational costs, together with any associated liabilities and resource requirements, once the requested clarification has been received from the Victorian Government.

Operational Impacts

When constructed, the assets delivered through this project will require ongoing maintenance and operational management.

The Victorian Government has indicated that it is seeking Council to undertake maintenance of the assets located on Victorian Government-owned land. Council has sought further clarification regarding the proposed maintenance arrangements before considering whether to accept these responsibilities.

Should Council agree to undertake ongoing maintenance of these assets, they would be incorporated into Council's operational and maintenance programs, and any associated funding requirements would be allocated through Council's annual budget development process.

Legal and Risk Implications

Once clarification is received from the Victorian Government, Council will assess the legal and risk implications associated with the project and provide further advice to Council through a future report for decision. This assessment is expected to consider:

- public liability arrangements;
- environmental and contamination liabilities;
- asset ownership, management and maintenance responsibilities;
- access and operational agreements; and
- the allocation of project-related risks between the relevant parties.

The ongoing extension of project timeframes may also affect Council's ability to meet funding program requirements within the originally anticipated delivery period and may require amendments to existing funding arrangement.

Community Engagement

There is high community interest in this project. Officers will continue to engage with the community and provide regular updates on project progress.

Consultation has been undertaken and there is a level of community expectation regarding the outcomes and benefits that the project will deliver. Due to extended project delays, it is likely that the scope of works may need to be reduced to accommodate cost increases arising from inflation and changing market conditions. Should the project be delayed further, the risk of additional cost escalation and consequent reductions in project scope will continue to increase.

While many of the outstanding matters remain outside Council's direct control, there is a risk that the broader community may perceive Council as responsible for delays to project delivery.

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.

9.5 FIRE SAFETY SYSTEMS INSPECTION MAINTENANCE, INSTALLATION & INSPECTION - CONTRACT AWARD

Author: Coordinator, Facilities Management

Reviewed By: Chief Executive Officer

EXECUTIVE SUMMARY

Council's current contract for the provision of Fire Safety Systems Inspections, Maintenance & Installation panel CT2019182 is set to expire on 13 August 2026

Council initiated a public tender seeking Fire Safety Systems service providers capable of performing a wide range of building refurbishments and maintenance works. The Request for Tender (RFT) for CT20264 Fire Safety Systems Inspections, Maintenance & Installation Panel was advertised publicly on 9 May 2026 and closed on 28 May 2026. A total of seven submissions were received.

A three-stage evaluation methodology was implemented. Stage one centred on ensuring that shortlisted tenderers met a number of compliance requirements and minimum quality standards on a pass-fail basis before being eligible to proceed to stage two where a qualitative review of each of the compliant submissions was undertaken by the panel followed by a price analysis of the shortlisted tenderers to progress to stage three where a final round of checks and validations were undertaken by the panel.

The provision of works under the contract is structured with two distinct service packages:

- Package A: Reactive Maintenance and Capital Renewals – Multi-provider panel.
- Package B: Preventative and Cyclical Maintenance and Inspections Single provider.

Package A establishes a limited pre-approved panel for sharing reactive maintenance work and quoting capital works, while Package B will be delivered by a single contractor responsible for all legislative Essential Safety Solutions Measures (ESM) testing and inspections across the municipality.

Officer Recommendation

That Council:

- (1) Awards CT20264 – Fire Safety Systems Inspection, Maintenance & Installation Panel to **“Supplier 1”** for the provision of **Preventative Maintenance (Package B)** and **Reactive Maintenance and Capital Renewals (Package A)** for an initial contract term of three (3) years commencing 14 August 2026, with two (2) one-year options to extend, with services provided in accordance with the tendered Schedule of Rates, subject to applicable CPI adjustments.
- (2) Awards CT20264 – Fire Safety Systems Inspection, Maintenance & Installation Panel to **“Supplier 5”** for the provision of **Reactive Maintenance and Capital Renewals (Package A)** for an initial contract term of three (3) years commencing 14 August 2026, with two (2) one-year options to extend, with services provided in accordance with the tendered Schedule of Rates, subject to applicable CPI adjustments.
- (3) Notes that the resulting panel arrangement will comprise:
 - A multi-provider arrangement for Reactive Maintenance and Capital Renewals (Package A); and
 - A single-provider arrangement for Preventative Maintenance (Package B).

-
- (4) Authorises the Chief Executive Officer to finalise and execute the contract documents on behalf of Council.
 - (5) Authorises the Chief Executive Officer to review and approve the exercise of any extension options, subject to satisfactory contractor performance.
-

BACKGROUND / KEY INFORMATION

Contract overview

Section 109(2) of the Local Government Act 2020 requires that any report recommending Council enter into a procurement agreement includes information regarding opportunities for collaboration with other councils or public bodies.

As part of the procurement planning process, Council Officers explored opportunities for collaborative procurement with neighbouring municipalities, including the City of Yarra and Banyule City Council. Both councils advised that they were unable to participate in a joint procurement process due to differing procurement timeframes and existing contractual arrangements. Accordingly, a collaborative procurement approach was not considered feasible for this contract.

The current Fire Safety Services Contract (CT2019182) expires on 13 August 2026. A review of the existing contract identified opportunities to improve service delivery, increase contractor capacity and strengthen operational resilience through the establishment of a panel arrangement.

The contract has been structured into two service packages:

- Package A – Reactive Maintenance and Capital Renewals.
- Package B – Preventative Maintenance.

Under the proposed model, Reactive Maintenance and Capital Renewals (Package A) will be delivered through a multi-provider arrangement to provide greater flexibility, capacity and responsiveness for unscheduled works, upgrades and renewal projects

Preventative Maintenance (Package B) will be delivered by a single contractor to ensure consistency in scheduled servicing and statutory maintenance activities.

The scope of services and asset requirements was developed in consultation with key stakeholders across Facilities Management, Buildings, Property and Capital, and Natural and Civic Spaces to ensure the contract reflects operational requirements across Council's building portfolio. Facilities Management will act as the contract custodian and will be responsible for contract administration, works allocations, performance monitoring and ongoing management of contractor engagement. Access to the panel will be managed to ensure works are procured in accordance with the approved contract scope and panel operating procedures.

Previous Council Resolution

At its meeting on 26 July 2021, Council resolved:

That Council:

- (1) *Awards Contract CT2019182 for Fire Safety (Essential Safety Measures) Maintenance and Installation Services to Essential Safety Solutions Pty Ltd for:*
 - a) *A principal contract term of two years with three one-year options to extend;*

- b) An annual fixed fee of \$107,070.00 (inclusive of GST) for programmed tests and inspections, subject to adjustments for changes to the asset portfolio and;*
 - c) The tendered schedules of rates for reactive maintenance services and capital works installations.*
- (2) Approves an upper limit contract value of \$1,932,363.00 (including GST) across the maximum contract term of five years.*
- (3) Authorises the Chief Executive Officer to approve variations to the annual programmed maintenance fees to allow for the addition and removal of assets across the building portfolio.*
- (4) Authorises the Chief Executive Officer to finalise and execute the contract documents on behalf of Council.*
- (5) Authorises the Chief Executive Officer to exercise options for extensions if and when required.*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Pillar 4: Collaborative, Transparent and Responsible

ALIGNMENT TO OUR DAREBIN PLAN 2025-29

Strategic Direction 6: Decision Making, Community Engagement and Transparency - A City that is well-managed, transparent and trusted by its community and partners, with clear and respectful communication that builds confidence in Council's decisions.

DISCUSSION

Request for Tender

In accordance with Council's Social and Sustainable Procurement Policy, a public tender process was undertaken for CT20264 – Fire Safety Systems Inspection, Maintenance & Installation Panel.

The tender was advertised via Council's eTendering Portal and The Age newspaper on 9 May 2026 and closed on 28 May 2026.

The tender documentation was based on Council's standard Request for Tender conditions, with contract terms and conditions based on Council's General Works Agreement. The procurement sought suitably qualified contractors to deliver fire safety inspection, maintenance, renewal and installation services across Council's building portfolio under a panel arrangement.

Evaluation Panel:

The tender evaluation panel comprised appropriately qualified officers representing facilities management and technical building expertise, including roles responsible for facilities operations, building assessment, and overall coordination of facilities management functions.

The panel was supported by non-scoring specialists and advisors, including procurement and contract management expertise to ensure compliance with procurement processes, governance, and best practice

Probity Management**Engagement of Juzz Consulting as Probity Advisor**

Council engaged Juzz Consulting as the independent Probity Advisor for this procurement process.

Prior to the commencement of evaluations, the Probity Advisor delivered a probity briefing to all evaluation panel members and advisors on 1 June 2026. The briefing reinforced participants' obligations regarding probity, confidentiality, conflicts of interest, impartiality, ethical conduct and evaluation governance. All panel members and advisors attended the session.

The Probity Advisor remained available throughout the procurement process to provide independent guidance and oversight as required.

Conflict of Interest and Confidentiality

All evaluation panel members and advisors completed a confidentiality and conflict of interest declaration. All members confirmed that they did not have a conflict of interest. Upon being notified of the names of tenderers, all members were asked to review their conflict-of-interest declarations. No updates to the conflict-of-interest declarations were made. No actual, perceived or potential conflicts of interest were identified, and no amendments to the declarations were required.

The Probity Advisor was informed of the declarations and was satisfied that appropriate measures were in place to maintain the integrity of the procurement process.

Tender Administration

The procurement process was administered by Council's Procurement Team through Council's electronic tendering system.

All tender communications, requests for information, addenda and tender submissions were managed through the portal to ensure transparency, consistency and equal access to information for all respondents.

The procurement and evaluation process was conducted in accordance with Council's Procurement Policy, Social and Sustainable Procurement Policy, associated procedures and probity requirements.

Tender Responses

A total of seven (7) tender submissions were received by the closing date. Submissions were received from suitably qualified contractors, all of which were seeking appointment to both service packages (A & B) under the panel arrangement.

Evaluation Methodology

The evaluation methodology was established and endorsed prior to the release of the tender and was undertaken in accordance with Council's Procurement Policy, Social and Sustainable Procurement Policy and the approved Evaluation Endorsement Form.

The evaluation process comprised three stages.

Evaluation Stage 1 – Preliminary Compliance Review

All submissions underwent a preliminary compliance assessment to determine whether mandatory tender requirements had been satisfied. Tenderers were assessed against the compliance criteria on a pass/fail basis and assigned an overall outcome of either "Comply" or "Partially Comply". Against the established criteria's

Compliance criteria	Evaluation Measures
Financial capacity	The tenderer must have completed the questionnaire attached in Schedule 5. Submit financial statements (if requested) for the last three years, such as a balance sheet, profit and loss statement, statement of cash flows, notes to the financial statements or an independent auditor's report (or an accountant's report); and Submit names and contact numbers of major subconsultants.
Occupational health and safety	The tenderer must have a documented OH&S System, including Policies and Procedures.
Insurance	The tenderer will have at a minimum, Public Liability Insurance of \$20m and Professional Indemnity Insurance of \$5m. Other insurance will include Workcover and Motor vehicle insurance.
Compliance with contract, specification and RFT	Acceptable compliance with the terms and conditions of the contract unless otherwise negotiated and accepted by the City of Darebin and its legal advisors (if required)
Working with Children check	A Working with Children Check (WWCC) is legally required. Suitable identification checks relevant to the role should also be undertaken and risks identified

Only tenderers achieving a compliant or partially compliant outcome were eligible to proceed to the next stage of evaluation.

The compliance assessment was completed on 2 June 2026, with the outcomes reviewed by the Evaluation Panel and Probity Advisor prior to commencement of the qualitative assessment.

A summary of the compliance assessment outcomes is provided in **Confidential Appendix B**

Evaluation Stage 2: Qualitative and price review

All 7 tenderers were evaluated against the qualitative assessment criteria and pricing schedules outlined in the Evaluation Endorsement Form.

Evaluation Panel members independently assessed each submission and recorded preliminary scores in accordance with the approved Evaluation Plan and Evaluation Endorsement Form.

A consensus evaluation meeting was held on 9 June 2026. Prior to commencing discussions, panel members reconfirmed their confidentiality and conflict of interest obligations. The panel reviewed the compliance assessment outcomes, discussed qualitative submissions and agreed consensus scores based on the tender responses provided.

Following completion of the qualitative and pricing assessment, the panel shortlisted the highest scoring tenderers to progress to Stage 3 due diligence activities:

Evaluation Stage 3 – Final Evaluation and Due Diligence

Stage 3 involved additional due diligence activities to validate the capability, capacity and suitability of the shortlisted tenderers.

The panel undertook reference checks, tender clarifications and financial viability assessments.

Reference checks were completed for the shortlisted tenderers using the referees nominated within their submissions. Overall, the reference checks confirmed that the shortlisted tenderers possessed the relevant experience, technical capability and resources necessary to deliver the required services. See **Confidential Appendix C** for *Reference Check Summary*

The panel subsequently reviewed the outcomes of all due diligence activities and finalised consensus scores on 11 June 2026.

Following the completion of reference checks and tender clarifications, the panel determined which suppliers represented the strongest overall value-for-money outcomes and therefore progressed them to an independent financial viability assessment through Equifax.

The Equifax assessments confirmed that the short-listed suppliers demonstrated satisfactory financial capacity to undertake the services required under the contract.

As the panel was satisfied that sufficient information had been obtained through the tender submissions, clarifications, reference checks and financial assessments, tender interviews were not considered necessary.

Pricing evaluation

Pricing of the services was weighted 35 per cent of the overall score for both Package A and B. The tendered rates of each shortlisted supplier eligible for the price review in Packages A and B underwent a series of mathematical calculations to determine the final price score.

- A review was completed for margin on third party costs for materials and equipment to ensure they remained within a reasonable range

Each rate tendered was scored individually and weighted. The lowest rate for each price category and lowest percentage on margin were calculated and given a score of 10. All other tenderers were scored and ranked proportionately. This was calculated by a mathematical equation whereby the lowest fee / rate for each price category was awarded a score of 10. All other tendered fees / rates were then calculated by the lowest fee / rate multiplied by 10, then divided by the tendered fee / rate. A full copy of the final price analysis is included in

Confidential Appendix D.

Stage two: Qualitative evaluation criteria outcomes

Following the completion of the scored evaluation and price review, tenderers were then ranked.

Stage three: Final shortlist

The final shortlist of tenderers were subject to additional due diligence evaluation activities which included:

- Reference checks
- Financial Capacity checks

Final shortlist evaluation***Preferred tenderers***

The evaluation panel met on 11 June 2026 to report on and discuss the outcomes of reference checks conducted for the shortlisted tenderers. The evaluation panel adjusted their scores based on reflections of the reference checks. See **Confidential Appendix E** for *Qualitative Evaluation Matrix*

Following the final scoring and rankings, and the shortlisting the panel requested Financial Capacity Assessments be completed to validate the capacity to provide the services without risk over the proposed contract term.

On 18 June 2026 Equifax provided reports for the recommended suppliers which clearly indicate there is no financial risk for this contract.

Financial capacity checks can be found in **Confidential Appendix F**

Overall, the tender evaluation panel is of the view that the recommended tenderers have demonstrated appropriate qualifications, extensive experience, and robust resources to effectively meet the Council's requirements over the duration of the contract. The panel is confident in their capacity to deliver high-quality services, contribute positively to contract outcomes, and establish productive working relationships with the Council and its stakeholders.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES**Financial Management**

The provision of routine inspections and works and under the contract form part of Council's annual operational and capital budgets. Package B entails preventative maintenance; the tenderer awarded this package of services will be asked to complete preventative and scheduled maintenance based on the tendered schedules of rates.

In relation to Package A, involving a panel for reactive maintenance and capital renewals, the successful tenderer/s awarded this package of works will be invited to quote for individual projects on a case-by-case basis, also based on the scheduled of rates tendered. It is important to note that these panel contracts do not guarantee any specific volume of work.

Based on historical spending and known future service requirements, the total estimated contract expenditure over a maximum contract term of five years is \$2,765,000 including GST. The estimated contract expenditure is summarised below and allows for contingency, subject to annual capital works plans and three per cent annual CPI increases on rate schedules.

Table 10 – Total estimated contract spend over maximum contract term

Year	1	2	3	4 (Optional)	5 (Optional)	Total
Fire Safety Systems Inspection, Maintenance and Installation Panel	530,000	540,000	\$550,000	\$565,000	\$580,000	\$2,765,000

Overall, the tendered fees and rates are in line with the pre-tender estimate and present no risk to Council. Spending on capital works will be as approved in the annual capital works program, and the above figures are provided as an estimate only.

Probity

As the contract value is expected to exceed \$1 million over the term, Jazz Consulting were appointed as the probity advisor for this procurement. At the conclusion of the evaluation process the probity advisor stated, “that all probity requirements have been met”.

A copy of the probity advisor’s report is included in Appendix G issued under separate cover.

Community Engagement

The need for community engagement is not considered necessary in order to establish this panel. Community consultation will be undertaken for specific projects in the future as required.

Other Principles for consideration

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

- (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

- (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)

The recommended suppliers demonstrated a strong commitment to environmental sustainability and alignment with climate emergency objectives through well-developed policies, practical initiatives, and measurable actions.

Responses reflected a clear understanding of sustainable service delivery, including resource efficiency, emissions reduction, waste minimisation, and the integration of environmentally responsible practices into day-to-day operations.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

In line with Council's Social and Sustainable Procurement Policy, the tender evaluation criteria placed significant emphasis on social value and inclusive practices. Tenderers were required to demonstrate how their business activities contribute to reducing disadvantage, promoting equity, and delivering positive social outcomes, including commitments to the employment of young people, disadvantaged groups, and Aboriginal and Torres Strait Islander peoples.

The recommended suppliers demonstrated a strong commitment to these principles through established policies, targeted initiatives, and practical approaches to inclusive employment and social procurement.

Economic Development and Cultural Considerations

In line with Council's Social and Sustainable Procurement Policy, the evaluation criteria placed emphasis on supporting local businesses and strengthening the local economy. Consideration was given to suppliers that demonstrated a commitment to local economic development, including the use of local supply chains, engagement of local subcontractors, and employment of local people.

The recommended suppliers demonstrated a strong dedication to delivering local economic benefits, supported by clear approaches to engaging local industry and contributing to community prosperity

Operational Impacts

The contract will be overseen by Council's Facilities Management team, consistent with previous arrangements and ensuring appropriate subject matter expertise and operational oversight across the panel. The panel arrangement will be supported by the implementation of clear business rules, which will guide how quotations are sought from panel suppliers for capital renewal works. All proposed works will be subject to approval by the appropriate financial delegate prior to commencement, ensuring strong governance, accountability, and alignment with Council's financial management practices

Legal and Risk Implications

Once awarded, each company will be responsible for managing all occupational health and safety (OH&S) risks associated with their works, including site safety where applicable. Contractors will be required to comply with all relevant legislation, standards, and Council requirements, and to implement appropriate risk management and safety systems to ensure the protection of workers, the public, and Council assets. Council will maintain oversight through its Facilities Management team to ensure compliance with contractual, safety, and regulatory obligations and to mitigate potential risks throughout the delivery of works.

IMPLEMENTATION ACTIONS

The contract will be established for an initial term of three (3) years, commencing 14 August 2026, with two (2) optional one-year extensions at Council's discretion. Tenderers will be formally notified of the outcome following Council approval

RELATED DOCUMENTS

Nil.

Attachments

- CT20264 - Fire Safety Systems Inspection, Maintenance & Installation Panel - Officers Recommendation (**Appendix A**) Confidential - enclosed under separate cover
- Summary of Tender Respondents & Compliance Outcome (**Appendix B**) Confidential - enclosed under separate cover
- Contractor Reference Check Summary (**Appendix C**) Confidential - enclosed under separate cover
- Price Analysis Summary (**Appendix D**) Confidential - enclosed under separate cover
- Qualitative Evaluation Matrix (**Appendix E**) Confidential - enclosed under separate cover
- Financial Capacity Checks (**Appendix F**) Confidential - enclosed under separate cover
- Probity Report (**Appendix G**) Confidential - enclosed under separate cover

DISCLOSURE OF INTEREST

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

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

9.6 PROPERTY MATTERS - SALE OF MINOR ASSETS - 183 TYLER STREET PRESTON, 45 NORTHERNHAY STREET RESERVOIR, 24 HARKER STREET ALPHINGTON AND 4/9 BISCHOFF STREET PRESTON

Author: Property Officer

Reviewed By: Chief Executive Officer

EXECUTIVE SUMMARY

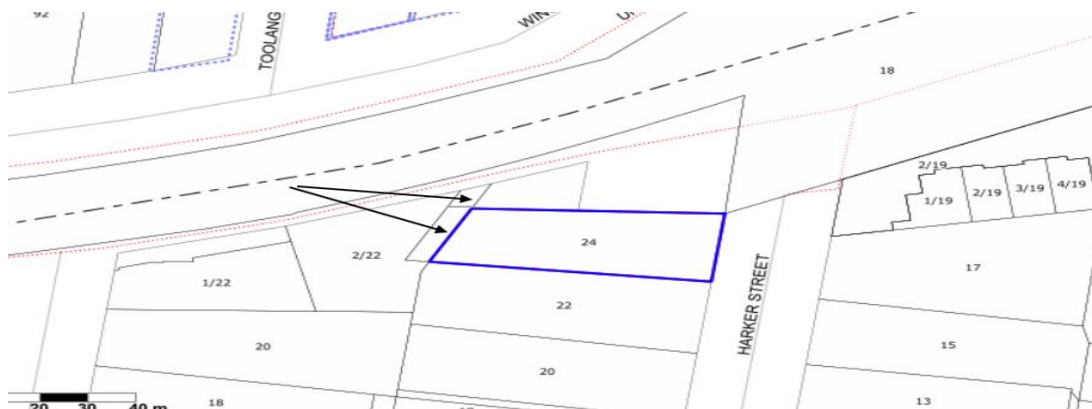
This report is seeking Council to authorise the commencement of statutory procedures for the sale of discontinued roads adjoining the following four properties, with estimated sales proceeds of approximately \$117,000 (Excl. GST):

- 183 Tyler Street, Preston (**shown in Appendix A**),
- 45 Northernhay Street, Reservoir (**shown in Appendix B**) and
- 2 Lots at 24 Harker Street Alphington (**shown in Appendix C**)
- 4/9 Bischoff Street Preston (**shown in Appendix D**)

This report recommends that Council endorses the proposed sale of the discontinued roads to the owners of these properties, noting that a further community engagement process will be undertaken and that any objection or submission received by Council will be presented to Council to consider the findings and advise its decision on the sale of the discontinued roads to the adjoining landowners.

Land declared surplus under the Sale of Minor Council Property Assets Policy is to be offered to *adjoining* property owners. We seek Council's approval for a slight deviation from this policy – whereby:

- 24 Harker Street Alphington – an Applicant seeks to purchase a second lot which does not directly adjoin their property but however connects to their right of way (ROW). While this proposal differs from Council's usual practice of selling surplus land only to adjoining property owners, officers recommend the sale of this additional parcel as there is currently a willing purchaser and the land is unlikely to be sold independently. If Council does not proceed with its sale to the interested party, the second land parcel would likely remain as surplus land for which Council has no current or foreseeable operational or strategic need (refer site map below).



Site Map 1: 24 Harker Street

- 4/9 Bischoff Street Preston – the Applicant has expressed interest to purchase the entire lot, part of which does not directly adjoin their property. Officers recommend the sale of the parcel as a whole as the most practical and cost-effective option. Should Council instead sell only a portion of the land to the adjoining property owner, a further subdivision would be required to create two separate lots, resulting in additional costs for both the purchaser and Council.

Furthermore, this option would create a landlocked parcel with no direct access. There are already a number of landlocked parcels within the area, and Council is seeking to avoid creating further parcels of this nature due to the constraints they place on future access, use and development opportunities.



Site Map 2: 4/9 Bischoff Street Preston

Officer recommendation

That Council:

- (1) Commences the statutory procedures under section 114 of the Local Government Act 2020 to sell the land from the discontinued roads adjoining 183 Tyler Street Preston, (**shown in Appendix A**), 45 Northernhay Street (**shown in Appendix B**), 2 Lots at 24 Harker St Alphington (**shown in Appendix C**), and 4/9 Bischoff Street Preston (**shown in Appendix D**), to the adjacent property owners, by private treaty in accordance with Council's Sale of Minor Assets Policy May 2022.
- (2) Gives notice of its intention to sell the land on Council's website and in such notice, states, that Council proposes to sell the land from the former roads to the owners of 183 Tyler Street Preston, 45 Northernhay Street Reservoir, 24 Harker Street Alphington and 4/9 Bischoff Street Preston, by private treaty, in accordance with Council policy.
- (3) Invites written submissions on the proposed sales and deals with any submissions received in line with the principles set out in section 223 of the *Local Government Act 1989*.
- (4) Notes that a further report will be presented to Council to consider its decision on the sale of the discontinued roads to the adjoining landowners.

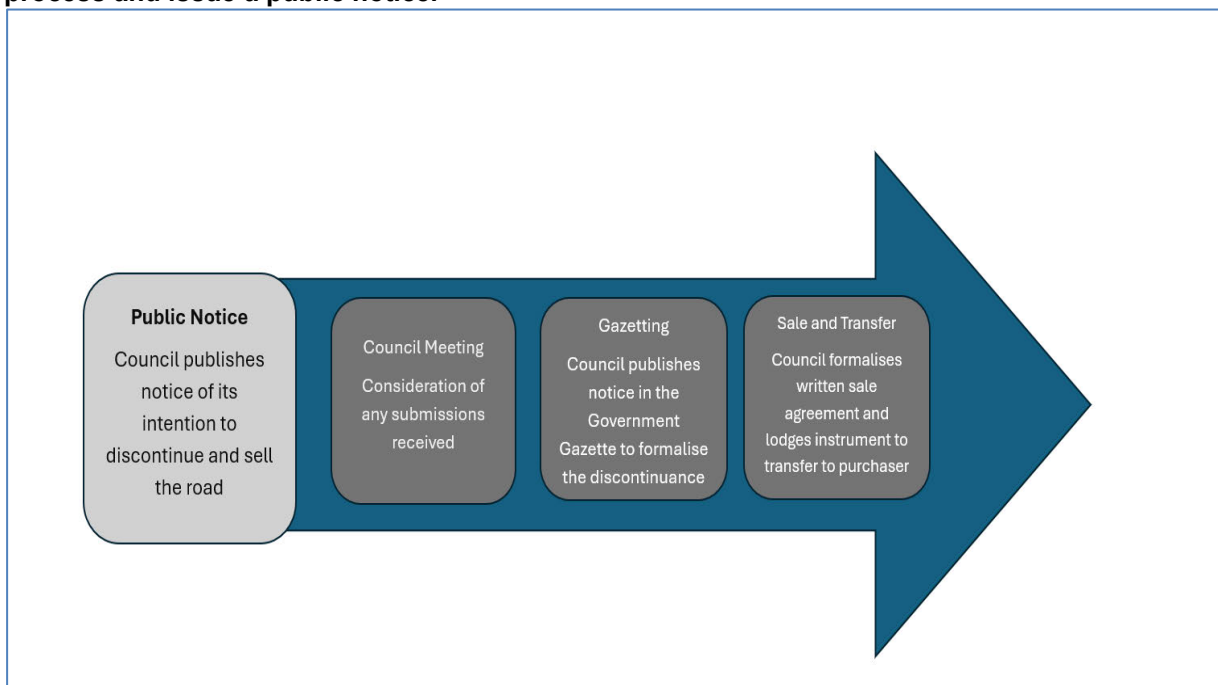
- (5) Notes that in the event that submissions are received from other adjoining property owners or interested parties, Council reserves the right to reallocate the way the land is to be sold in accordance with Council's Sale of Minor Assets Policy May 2022.

BACKGROUND / KEY INFORMATION

To consider sale of former roads such as these, Council is required to undertake a two staged process of:

- **Stage 1:** resolving to discontinue a road and sell the land under clause 3 of Schedule 10 of the *Local Government Act 1989* Act; and
- **Stage 2:** resolving to sell the land under section 114 of the *Local Government Act 2020*, after the completion of the statutory procedures.

Diagram 1: The general process is described. This report seeks approval to commence the process and issue a public notice.



Site History

In 1991, 2000, 2001 and 2012, Council resolved to discontinue the roads situated adjacent to 24 Harker Street Alphington, 4/9 Bischoff Street Preston, 183 Tyler Street Preston and 45 Northernhay Street Reservoir respectively to sell the land by private treaty in accordance with Council policy. The discontinuances were gazetted in the Victoria Government Gazette as noted in **Appendix A, B, C and D**.

At the time, the abutting property owners were asked to confirm their interest in purchasing the land adjoining their properties. Whilst several lots were sold and transferred, the lots highlighted in **Appendix A, B, C and D** remained unsold as the adjacent property owners expressed no interest in purchasing the land at that time. As no agreement was reached regarding the sale and transfer of discontinued road, these parcels of land vested with Council.

In 2025, Council received inquiries from the owners of 24 Harker Street Alphington, 45 Northernhay Street Reservoir and 4/9 Bischoff Street Preston requesting to purchase land

shown in **Appendix B, C and D**. (Owner of 183 Tyler Street Preston was approached by Council due to interest from nearby property – **Appendix A**) Council officers have since contacted the adjoining owners of all four properties who have not expressed any interest in purchasing.

Previous Council Resolution

All previous Council resolutions for the four sections of roads were resolved between 1991 and 2012, as shown in **Appendix A, B, C and D**.

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 2: Prosperous, Liveable and Flourishing

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

4.2 We will ensure our assets are optimised for the benefit of our community

DISCUSSION

The owners of 183 Tyler Street Preston, 45 Northernhay Street Reservoir, 24 Harker Street Alphington and 4/9 Bischoff Street Preston have all confirmed an interest in acquiring the land shown in **Appendix A, B, C and D**, for its current market value, as well as agreeing to meet a share of the reasonable costs associated with Council selling the road, in accordance with Council's Sale of Minor Assets Policy 2022.

In accordance with Council's Sale of Minor Assets Policy 2022, the purchasers have also agreed to contribute to the costs associated with the discontinuance and sale of the land. This includes 50% of Council's legal and administrative costs associated with the statutory sale process, as well as meeting all conveyancing, title consolidation and other transfer-related costs. Based on current estimates, the purchasers' contribution is expected to comprise approximately \$8,000 for legal and administrative costs, \$2,000 for conveyancing costs and \$2,000 for title consolidation costs.

Council's Valuer has placed a market value on the land as shown below in the financial management section of this report and **Appendix A, B, C and D**.

The land will be subject to a drainage easement in favour of Yarra Valley Water and Council to ensure access rights are maintained and to allow for any future drainage works, if required.

All relevant external service authorities and the relevant internal Council Business Units have been consulted. Other than the requirement for a drainage easement in favour of Council and Yarra Valley Water, no other Council Business Units or external Service Authorities have objected to or placed any conditions upon the proposed discontinuance and sale.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES**Financial Management**

Council's Valuer has assessed the following market values:

- 183 Tyler Street Preston \$19,000 excl GST (**Appendix A**)
- 45 Northernhay Street Reservoir \$37,000 excl GST (**Appendix B**)
- 24 Harker Street Alphington \$35,000 excl GST and \$14,000 excl GST (**Appendix C**)
- 4/9 Bischoff Street Preston \$26,000 excl GST (**Appendix D**)

In addition to the purchase price of the land, the purchaser(s) will contribute 50% of Council's legal and administrative costs associated with the statutory discontinuance and sale process. Purchasers will also be responsible for all conveyancing, title consolidation and other transfer-related costs associated with the transaction.

The land will also attract Council rates once transferred.

Community Engagement

The immediate adjoining property owners for all four properties were consulted regarding this proposal and have not expressed any interest in purchasing the land.

In the next stage of the process, a public notice will be published on Council's website and all abutting property owners will be advised of the proposal in writing and informed of their right to make a submission. This is in line with the statutory procedures under section 114 of the *Local Government Act 2020* which require that Council publish a notice of its intention to sell the Land on the Council's website and undertake a community engagement process in accordance with its Community Engagement Policy.

Other Principles for consideration**Overarching Governance Principles and Supporting Principles**

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

Public Transparency Principles

- (c) Council information must be understandable and accessible to members of the municipal community;

Strategic Planning Principles

- (d) strategic planning must identify and address the risks to effective implementation;

Service Performance Principles

- (e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

No material impacts. While these right of way areas are not currently built over, incorporation into an adjacent property typically results in incorporate of this space into private open space.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

There are no factors in this report which will impact on equity, inclusion, wellbeing and human rights considerations.

Economic Development and Cultural Considerations

The proposed sale of the discontinued roads/ROW will help Council generate a total revenue of \$131,000 while allowing relevant residents to benefit from additional land for occupation and/or development.

Operational Impacts

There are no operational impacts for these items as the roads are unmade and not under Council's Road Management Plan, it has no maintenance responsibilities with respect to these roads.

Legal and Risk Implications

Council have sought to mitigate any legal risk by engaging legal counsel to manage the statutory process for the discontinuance and sale of the roads and transfer of these parcels of land to the purchasers.

IMPLEMENTATION ACTIONS

- Commence the statutory process by giving notice of Council's intentions to sell the land on Council's website and written notification to adjoining property owners and occupiers.
- If submissions are received, a Hearing of Submissions meeting will be convened.
- A further report will be presented to Council to complete the statutory procedures for the sale of the land to the owners of 183 Tyler Street, Preston, 45 Northernhay Street, Reservoir, 24 Harker Street Alphington and 4/9 Bischoff Street Preston
- Execution of necessary documents for the sale of the land would be completed under delegation.

RELATED DOCUMENTS

- *Local Government Act 1989*
- *Local Government Act 2020*
- *Road Management Act 2004*
- Sale of Minor Council Property Assets Policy 2022
- Toward Equality Framework

Attachments

- 183 Tyler Street Preston (**Appendix A**) [↓](#)
- 45 Northernhay Street Reservoir (**Appendix B**) [↓](#)
- 24 Harker Street Alphington (**Appendix C**) [↓](#)
- 4/9 Bischoff Street Preston (**Appendix D**) [↓](#)

DISCLOSURE OF INTEREST

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

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

Appendix A- 183 Tyler Street Preston

Right of Way bounded by Tyler Street, McColl Street, Donald Street & Rene Street Preston.

As part of the application to purchase a right way received in July 2025 from a nearby property, Council have consulted with adjoining owners for the land specified in the table below:

Title Details:	Lot 6 on Title Plan 020984C
Valuation:	Lot 6 \$19,000 Excl GST or \$530/m2
Right of Way Status: Discontinued	25 th October 2001
Previous Council resolution 1 st October 2001 Council Minutes:	THAT Council, having given public notice of a proposal to discontinue the road at the rear of 26 to 66 Madeline Street and 39 to 77 Rene Street and adjacent to part 23 Donald Street, Preston, and shown hatched on the plan enclosed as Appendix A to this report, and having considered submissions received in relation to the proposal in accordance with Section 223 of the Local Government Act 1989: (1) discontinues the road in accordance with Section 206 and Schedule 10, Clause 3 of the Local Government Act 1989; (2) advise each person who lodged a submission in relation to the proposal of Council's decision and the reasons for the decision as follows: • the road is not reasonably required for public use; and • the formal discontinuance and private sale is consistent with the physical status of the land, and formalises the actions taken in the past by owners of abutting properties. (3) directs that a notice be published in the Victoria Government Gazette; (4) directs that the land from the road be sold by private treaty to the owners of abutting properties in accordance with Council policy guidelines;

	(5) directs that the discontinuance and sale will not affect any right, power or interest held by Yarra Valley Water Ltd in the road in connection with any sewers, drains or pipes under the control of that Authority in or near the road; and (6) signs and seals all documents relating to the sale of the land from the discontinued right-of-way to the owners of abutting properties.
Legal & Administrative costs	Owner has agreed to pay 50% of the legal fees associated with the sale and transfer of the land as per Council Policy.
Easements	The land will be subject to a drainage easement in favour of Yarra Valley Water and Council to ensure access rights are maintained and to allow for any future drainage works, if required. No construction can be built over this right of way

Site Plans (highlighted section not drawn to scale):



Appendix B- 45 Northernhay Street Reservoir Vic 3073

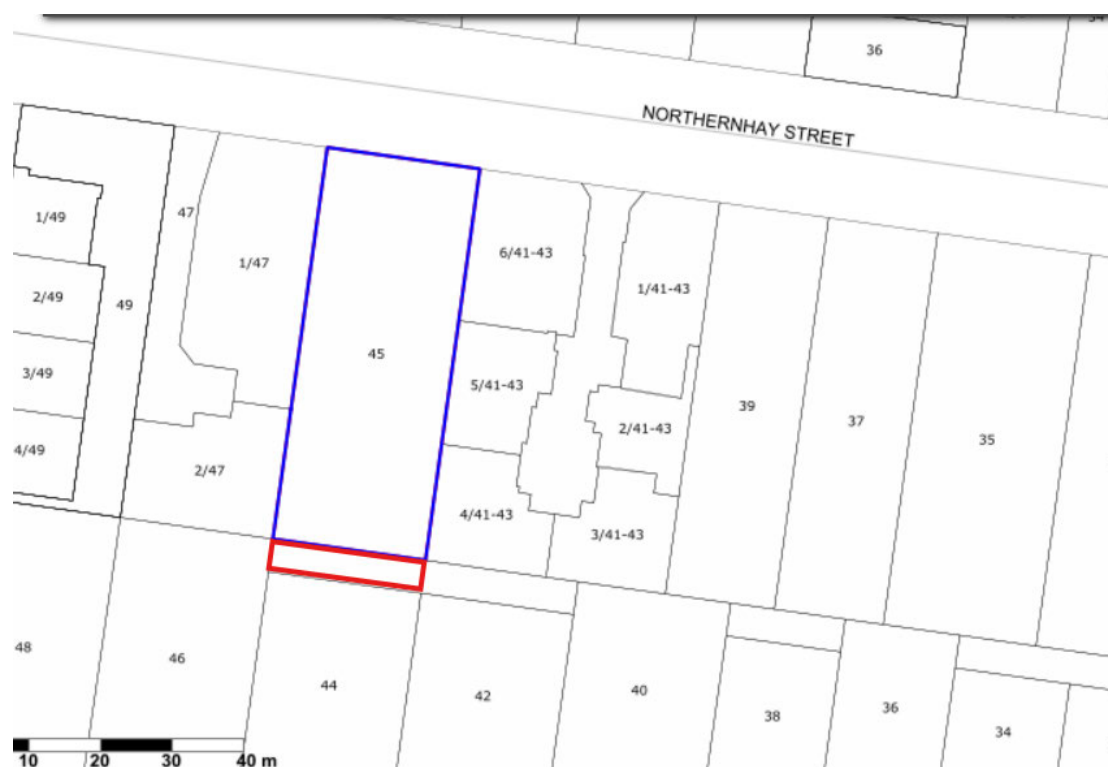
Right of Way between 45 Northernhay Street and 44 Southernhay Street Reservoir

Council received an application to purchase part of the right of way in July 2025 for the land specified in the table below:

Title Details:	Lot 8 on Title Plan 958330W
Valuation:	Lot 8 \$37,000 Excl of GST or \$597/m2
Right of Way Status: Discontinued	27 th August 2015
Previous Council resolution 17 th August 2012 Council Minutes:	THAT Council, having given public notice of a proposal to discontinue the road at the rear 37 to 55 Northernhay Street and 38 to 54 Southernhay Street, Reservoir, and shown hatched on the plan enclosed as Appendix A to this report, and having considered submissions received in relation to the proposal in accordance with Section 223 of the Local Government Act 1989: (1) discontinues the road in accordance with Section 206 and Schedule 10, Clause 3 of the Local Government Act 1989; (2) advise each person who lodged a submission in relation to the proposal of Council's decision and the reasons for the decision as follows: • the road is not reasonably required for public use; and • the formal discontinuance and private sale is consistent with the physical status of the land, and formalises the actions taken in the past by owners of abutting properties. (3) directs that a notice be published in the Victoria Government Gazette; (4) directs that the land from the road be sold by private treaty to the owners of abutting properties in accordance with Council policy guidelines; (5) directs that the discontinuance and sale will not affect any right, power or interest held by Yarra Valley Water Ltd in the road in connection with any sewers, drains or pipes

	under the control of that Authority in or near the road; and (6) signs and seals all documents relating to the sale of the land from the discontinued right-of-way to the owners of abutting properties.
Legal & Administrative costs	Owner has agreed to pay 50% of the legal fees associated with the sale and transfer of the land as per Council Policy.
Easements	The land will be subject to a drainage easement in favour of Yarra Valley Water and Council to ensure access rights are maintained and to allow for any future drainage works, if required. No construction can be built over this right of way

Site Plans (highlighted section not drawn to scale):



Appendix C- 24 Harker Street Alphington

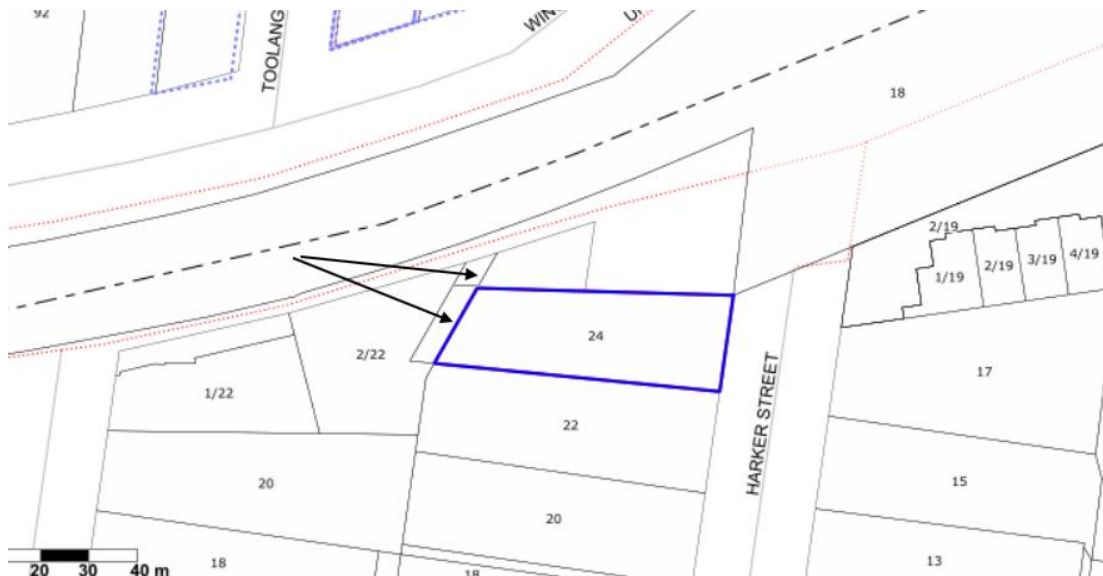
Right of Way bounded by Lowther Street and Harker Street Alphington.

Council received an application to purchase part of the right of way in April 2025 for the land specified in the table below:

Title Details:	Lot 4 and lot 5 on Title Plan TP917522T
Valuation:	Lot 4 - \$35,000 Excl of GST or \$685/m2 Lot 5 - \$14,000 Excl of GST or \$700/m2
Right of Way Status: Discontinued	~1991
Previous Council resolution 18 th November 1991 Council Minutes:	THAT Council, having given public notice of a proposal to discontinue the road at 2-22 Lowther Street 4-24 Harker Street Fairfield (now Alphington) and shown hatched on the plan enclosed as Appendix C to this report, and having considered submissions received in relation to the proposal in accordance with Section 223 of the Local Government Act 1989: (1) discontinues the road in accordance with Section 206 and Schedule 10, Clause 3 of the Local Government Act 1989; (2) advise each person who lodged a submission in relation to the proposal of Council's decision and the reasons for the decision as follows: • the road is not reasonably required for public use; and • the formal discontinuance and private sale is consistent with the physical status of the land, and formalises the actions taken in the past by owners of abutting properties. (3) directs that a notice be published in the Victoria Government Gazette; (4) directs that the land from the road be sold by private treaty to the owners of abutting properties in accordance with Council policy guidelines;

	(5) directs that the discontinuance and sale will not affect any right, power or interest held by Yarra Valley Water Ltd in the road in connection with any sewers, drains or pipes under the control of that Authority in or near the road; and (6) signs and seals all documents relating to the sale of the land from the discontinued right-of-way to the owners of abutting properties.
Legal & Administrative costs	Owner has agreed to pay 50% of the legal fees associated with the sale and transfer of the land as per Council Policy.
Easements	The land will be subject to a drainage easement in favour of Yarra Valley Water and Council to ensure access rights are maintained and to allow for any future drainage works, if required. No construction can be built over this right of way

Site Plans (not drawn to scale):



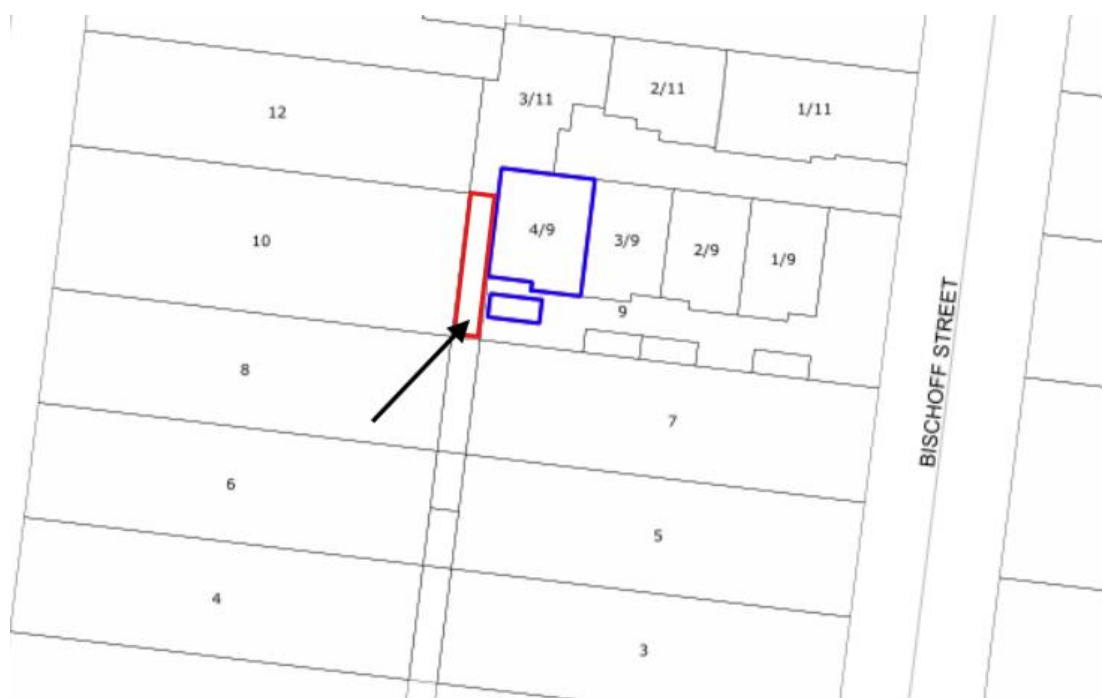
Appendix D- 4/9 Bischoff Street Preston**Right of Way bounded by Tasman and Bischoff Street Preston.**

Council received an application to purchase part of the right of way in June 2025 for the land specified in the table below:

Title Details:	Lot 20 on Title Plan 017772M
Valuation:	\$26,000 Excl of GST or \$565/m2
Right of Way Status: Discontinued	November 2000
Previous Council resolution 6 th December 1999 Council Minutes:	THAT Council, having given public notice of a proposal to discontinue the road between Tasman and Bischoff Street Preston and shown hatched on the plan enclosed as Appendix D to this report, and having considered submissions received in relation to the proposal in accordance with Section 223 of the Local Government Act 1989: (1) discontinues the road in accordance with Section 206 and Schedule 10, Clause 3 of the Local Government Act 1989; (2) advise each person who lodged a submission in relation to the proposal of Council's decision and the reasons for the decision as follows: • the road is not reasonably required for public use; and • the formal discontinuance and private sale is consistent with the physical status of the land, and formalises the actions taken in the past by owners of abutting properties. (3) directs that a notice be published in the Victoria Government Gazette; (4) directs that the land from the road be sold by private treaty to the owners of abutting properties in accordance with Council policy guidelines;

	(5) directs that the discontinuance and sale will not affect any right, power or interest held by Yarra Valley Water Ltd in the road in connection with any sewers, drains or pipes under the control of that Authority in or near the road; and (6) signs and seals all documents relating to the sale of the land from the discontinued right-of-way to the owners of abutting properties.
Legal & Administrative costs	Owner has agreed to pay 50% of the legal fees associated with the sale and transfer of the land as per Council Policy.
Easements	The land will be subject to a drainage easement in favour of Yarra Valley Water and Council to ensure access rights are maintained and to allow for any future drainage works, if required. No construction can be built over this right of way

Site Plans (not drawn to scale):



9.7 **PROPERTY MATTERS - SALE OF MINOR ASSETS - 124E BROADHURST AVENUE RESERVOIR, 62 RENE STREET, PRESTON AND 11 CHARLES STREET, PRESTON**

Author: Property Officer

Reviewed By: Chief Executive Officer

EXECUTIVE SUMMARY

This report recommends Council proceed with sale of discontinued roads adjoining the following three properties (Subject Roads), estimated to return around \$60,000 in sales proceeds at settlement:

- 124E Broadhurst Avenue, Reservoir (**shown in Appendix A**),
- 62 Rene Street, Preston (**shown in Appendix B**) and
- 11 Charles Street, Preston (**shown in Appendix C**)

Council has completed key statutory procedures including public notice of the proposal to sell the Subject Roads to the owners of these properties, by private treaty, in accordance with Council's Sale of Minor Assets Policy ('the Policy').

Officer Recommendation

That Council:

- (1) Notes that following public notice there were no submissions received in relation to the proposal to sell the Subject Roads adjoining 124E Broadhurst Avenue, Reservoir (**shown in Appendix A**), 62 Rene Street, Preston (**shown in Appendix B**) and 11 Charles Street, Preston (**shown in Appendix C**), to the owners, by private treaty in accordance with Council's Sale of Minor Assets Policy May 2022.
- (2) Authorises that the land from the Subject Roads be sold by private treaty to the owners of the adjoining properties in accordance with the relevant sections of the Local Government Act 1989, the Local Government Act 2020 and Council's Sale of Minor Assets Policy.
- (3) Authorises the Chief Executive Officer to sign all documents to give effect to the sale and transfer of any land from the Subject Roads to the owners of the adjoining properties.
- (4) Directs that the sale of the Subject Road will not affect any right, power or interest held by Melbourne Water and Darebin City Council, in the roads in connection with any pipes under the control of Melbourne Water and Darebin City Council in or near the roads.

BACKGROUND / KEY INFORMATION

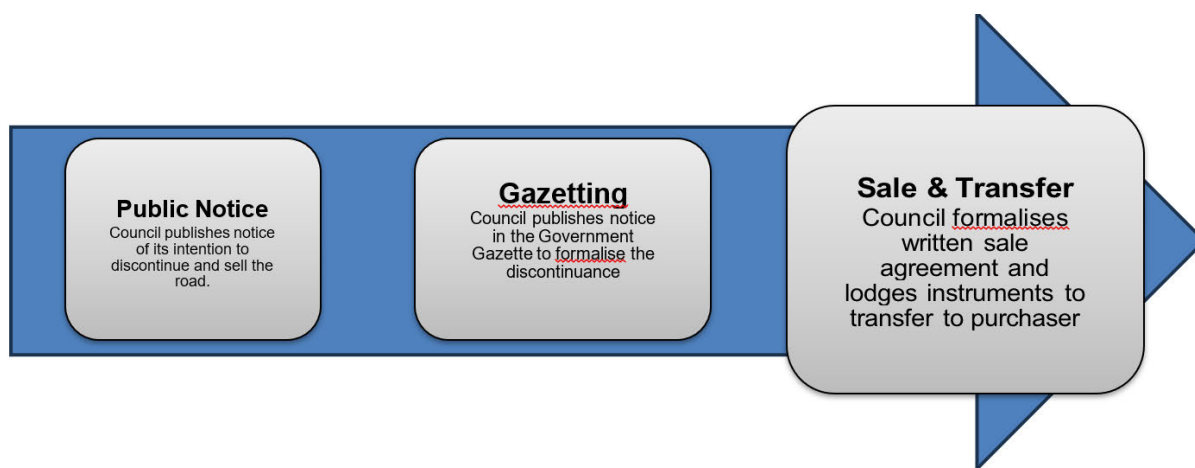
In 1997 and 2002, Council resolved to discontinue the roads situated adjacent to 124E Broadhurst Avenue, Reservoir, 62 Rene Street, Preston and 11 Charles Street, Preston with the intention of selling the land by private treaty in accordance with Council policy. The road discontinuances were subsequently published in the *Victoria Government Gazette*, as noted in **Appendix A, B and C**.

At the time, the owners of the adjoining properties were invited to confirm their interest in purchasing the discontinued road land. While a number of parcels were sold and transferred, the parcels shown in **Appendix A, B and C** remained unsold as the adjoining owners did not wish to purchase the land. As no agreement was reached for the sale and transfer of these discontinued road parcels, ownership vested in Council.

In 2023 and 2025, Council received enquiries from the owners of 124E Broadhurst Avenue Reservoir, 62 Rene Street Preston, and 11 Charles Street, Preston expressing an interest in purchasing the adjoining discontinued road land shown in **Appendix A, B and C**. In accordance with Council's Sale of Minor Assets Policy, Council officers contacted the other adjoining property owners to determine whether they also wished to purchase the land. None expressed an interest in acquiring the land.

Sale and Transfer Process

Following discontinuance of a road, there are several steps required when Council considers selling land.



Council has already completed the public notice requirement outlined above and received no submissions. Accordingly, the next step to be able to move forward with the proposed sale of the Subject Roads to the purchasers is to transfer the title into Council's name, following which it can be transferred to the purchasers.

Previous Council Resolution

At its meeting held on 28 April 2026, Council resolved:

'That Council:

- (1) *Commences the statutory procedures under section 114 of the Local Government Act 2020 to sell the land from the discontinued roads adjoining 124E Broadhurst Avenue Reservoir (shown in Appendix A), 62 Rene Street Preston (shown in Appendix B) and 11 Charles Street, Preston (shown in Appendix C), to the owners, by private treaty in accordance with Council's Sale of Minor Assets Policy May 2022.*
- (2) *Gives notice of its intention to sell the land on Council's website and in such notice, states, that Council proposes to sell the land from the former roads to the owners of 124E Broadhurst Avenue Reservoir, 62 Rene Street Preston and 11 Charles Street Preston, by private treaty, in accordance with Council policy.*
- (3) *Invites both written and verbal submissions on the proposed sales and deal with any submissions received in line with the principles set out in section 223 of the Local Government Act 1989.*

- (4) *Notes that where any submissions are received, a further report will be presented to Council to consider the findings and advise its decision on the sale of the discontinued road to the adjoining landowner.*
- (5) *Notes that if no submissions are received, a further report will be presented to the Chief Executive Officer, to confirm acceptance of the delegated responsibilities and to complete the statutory procedures for the sale of the land to the owners of 124E Broadhurst Avenue Reservoir, 62 Rene Street Preston and 11 Charles Street Preston and sign all necessary documents for the sale of the land under delegation.*
- (6) *Notes that in the event that submissions are received from other adjoining property owners or interested parties, Council reserves the right to reallocate the manner in which the land is to be sold in accordance with Council's Sale of Minor Assets Policy May 2022.'*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 2: Prosperous, Liveable and Flourishing

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

4.2 We will ensure our assets are optimised for the benefit of our community

DISCUSSION

No submissions were received from the public or any of the adjoining property owners in relation to the sale of the Subject Roads.

The owners of 124E Broadhurst Avenue Reservoir, 62 Rene Street Preston and 11 Charles Street Preston have all confirmed an interest in acquiring the land shown in **Appendix A, B and C**, for its current market value, as well as agreeing to meet a share of the reasonable costs associated with Council selling the road, in accordance with Council's Sale of Minor Assets Policy 2022.

The owners have further agreed to meet 50% of Council's costs associated with the statutory process to transfer the land, in accordance with Council's Sale of Minor Assets Policy 2022.

Council's Valuer has placed a market value on the land as shown below in the financial management section of this report and **Appendix A, B and C**.

The land will be subject to a drainage easement in favour of Yarra Valley Water and Council to ensure access rights are maintained and to allow for any future drainage works, if required.

All relevant external service authorities and the relevant internal Council Business Units have been consulted. Other than the requirement for a drainage easement in favour of Council and Yarra Valley Water, no other Council Business Units or external Service Authorities have objected to or placed any conditions upon the proposed discontinuance and sale.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Local Government Act

Council is required to undertake a two staged process of first resolving to discontinue a road and sell the land under clause 3 of Schedule 10 of the Local Government Act 1989 Act and then proposing the sale of the land under section 114 of the Local Government Act 2020.

In line with section 114 of the LGA any proposal for the sale of Council land from a discontinued road must first satisfy any obligations outlined in Council's Community Engagement Policy. These obligations have been met and the community engagement process undertaken is detailed in the relevant section below.

Financial Management

Council's Valuer has assessed the following market values:

- 124E Broadhurst Avenue Reservoir, \$25,000 excl GST (**Appendix A**)
- 62 Rene Street Preston \$12,000 excl GST (**Appendix B**)
- 11 Charles Street Preston: \$22,140 excl GST (**Appendix C**)

The owners will meet 50% of Council's legal and administrative costs associated with undertaking the project.

The land will attract Council rates once transferred. Council will no longer incur maintenance costs.

Community Engagement

Council's Community Engagement Policy states that Council will undertake consultative engagement in relating to the acquisition, sale or lease of land, and in order to provide a mechanism for feedback from interested parties, it is recommended that Council invite submissions on the proposal.

Public Notice of Council's intention to sell the former road appeared on Council's website from 30 July 2025 for the duration of the 28-day submission period. In addition, written notification was given to all adjoining property owners and occupiers.

No submissions were received in response to the public notice. No further community engagement is proposed.

Other Principles for consideration

Overarching Governance Principles and Supporting Principles

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

Public Transparency Principles

- (c) Council information must be understandable and accessible to members of the municipal community;

Strategic Planning Principles

- (d) strategic planning must identify and address the risks to effective implementation;

Service Performance Principles

- (e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

COUNCIL POLICY CONSIDERATIONS**Environmental Sustainability Considerations (including Climate Emergency)**

The land associated with this item is currently a road that is not on Council's Registry of Public Roads. This land is not considered to be an essential element of the road transportation system.

The land will be consolidated within the Applicant's property, and the future use of the land will be guided through planning and building regulations and controls.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

The proposed sale of land process accords with suitable EIA measures. This includes that all adjoining landowners were:

- Afforded an equal opportunity to purchase the land.
- And were not prohibited by language barriers or other related issues (which affected their ability to respond).

Economic Development and Cultural Considerations

There are no factors in this report which impact upon economic development considerations.

Operational Impacts

There are no operational impacts for these matters.

Legal and Risk Implications

Council have sought to mitigate any legal risk by engaging legal counsel to manage the statutory process for the discontinuance and sale of the roads and transfer of these parcels of land to the purchaser and/or Council.

Council officers will retain specific functions to ensure that the process is supported and that critical timelines are met to ensure the ongoing viability of the project.

IMPLEMENTATION ACTIONS

- Arrange for the Subject roads to be sold and transferred to the owners of the adjoining property by private treaty in accordance with Council policy.
- The sale of the Subject roads will be referred to the CEO to formalise the sale under delegation.

RELATED DOCUMENTS

- Local Government Act 1989
- Local Government Act 2020
- Road Management Act 2004
- Sale of Minor Council Property Assets Policy 2022

- Toward Equality Framework
- Property Framework 2023-28

Attachments

- 124E Broadhurst Avenue Reservoir (**Appendix A**) [↓](#)
- 62 Rene Street Preston (**Appendix B**) [↓](#)
- 11 Charles Street, Preston (**Appendix C**) [↓](#)

DISCLOSURE OF INTEREST

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

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

Appendix A- 124E Broadhurst Avenue Reservoir

Right of Way bounded by Massey Avenue, Broadhurst Avenue and Lawley Street Reservoir.

Council received an application to purchase part of the right of way in July 2025 for the land specified in the table below:

Title Details:	Lot on Title Plan 023533W
Valuation:	Lot 1 \$25,000 Excl of GST or \$560/m2
Right of Way Status: Discontinued	17 th October 2002
Previous Council resolution 17 th Council 2002:	THAT Council having given public notice of a proposal to discontinue the road at the rear of 2 to 14 Godley Street and the rear of 1 to part 19 Massey Street and adjacent to 15 & 17 Massey Street, Reservoir, and shown hatched on the plan enclosed as Appendix A to this report, and having received no submissions in respect of this proposal under Section 223 of the Local Government Act 1989: (1) discontinues the road in accordance with Section 206 and Schedule 10, Clause 3 of the Local Government Act 1989; (2) directs that a notice be published in the Victoria Government Gazette; (3) directs that the land from the road be sold by private treaty to the owners of abutting properties in accordance with Council policy guidelines. (4) directs that the discontinuance and sale will not affect any right, power or interest held by Yarra Valley Water and the City of Darebin, in the road in connection with any sewers, drains or pipes under the control of those authorities in or near the road; and (5) signs and seals all documents relating to the sale of any land from the discontinued right-of-way to the owners of abutting properties.

Legal & Administrative costs	Owner has agreed to pay 50% of the legal fees associated with the sale and transfer of the land as per Council Policy.
Easements	The land will be subject to a drainage easement in favour of Yarra Valley Water and Council to ensure access rights are maintained and to allow for any future drainage works, if required. No construction can be built over this right of way

Site Plans:



Appendix B- 62 Rene Street Preston**Right of Way bounded by Tyler Street, McColl Street, Donald Street & Rene Street Preston.**

Council received an application to purchase part of the right of way in July 2025 for the land specified in the table below:

Title Details:	Lot 13 on Title Plan TP020984C
Valuation:	Lot 1 \$12,000 Excl of GST or \$520/m2
Right of Way Status: Discontinued	25 th October 2001
Previous Council resolution 1 st October 2001 Council Minutes:	THAT Council, having given public notice of a proposal to discontinue the road at the rear of 26 to 66 Madeline Street and 39 to 77 Rene Street and adjacent to part 23 Donald Street, Preston, and shown hatched on the plan enclosed as Appendix A to this report, and having considered submissions received in relation to the proposal in accordance with Section 223 of the Local Government Act 1989: (1) discontinues the road in accordance with Section 206 and Schedule 10, Clause 3 of the Local Government Act 1989; (2) advise each person who lodged a submission in relation to the proposal of Council's decision and the reasons for the decision as follows: • the road is not reasonably required for public use; and • the formal discontinuance and private sale is consistent with the physical status of the land, and formalises the actions taken in the past by owners of abutting properties. (3) directs that a notice be published in the Victoria Government Gazette; (4) directs that the land from the road be sold by private treaty to the owners of abutting properties in accordance with Council policy guidelines;

	(5) directs that the discontinuance and sale will not affect any right, power or interest held by Yarra Valley Water Ltd in the road in connection with any sewers, drains or pipes under the control of that Authority in or near the road; and (6) signs and seals all documents relating to the sale of the land from the discontinued right-of-way to the owners of abutting properties.
Legal & Administrative costs	Owner has agreed to pay 50% of the legal fees associated with the sale and transfer of the land as per Council Policy.
Easements	The land will be subject to a drainage easement in favour of Yarra Valley Water and Council to ensure access rights are maintained and to allow for any future drainage works, if required. No construction can be built over this right of way

Site Plans:

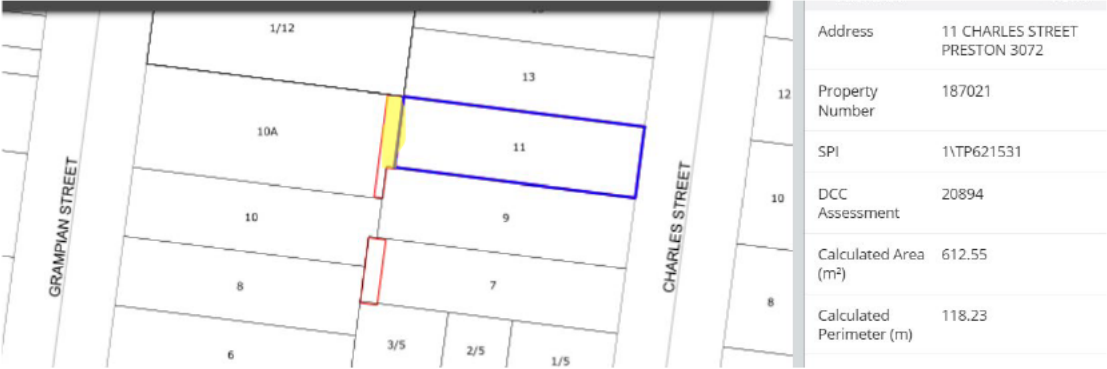


Appendix C – 11 Charles Street, Preston**Right of Way bounded by Charles St, Grampian St, Murray Rd and Benambra St, Preston**

Council received an application to purchase part of the right of way in April 2023 for the land specified in the table below:

Title Details:	Lot 14 on Title Plan 10941
Valuation:	\$22,140 excl GST @\$540/m2 (41m2)
Right of Way Status: Discontinued	Gazetted 18/12/1997
Previous Council resolution 4 August 1997 - 9 6:	THAT Council being of the opinion that the road shown hatched on the plan and situated abutting Grampian, Charles Street's and Murray Road, Preston, is not reasonably required for public use: (1) Agrees to amend the original proposal and discontinues the road at the rear of 2A-22 Grampian Street, 1-23 Charles Street and 616-620 Murray Road, Preston. (2) Discontinues the road in accordance with Section 206, Item 3 of Schedule 10, of the Local Government Act 1989. (3) Directs that a notice be published in the Government Gazette. (4) Directs that the land from the road be sold to the abutting owners of Grampian and Charles Street's and Murray Road, Preston. (5) Directs that the discontinuance and sale will not affect any right, power or interest held by the Council or the Statutory Authorities, in the road in connection with any sewers, drains and pipes under the control of the Authorities in or near the road. (6) Signs and seals Transfers of Land involving payment of sums assessed pursuant to Council's policy for parts of the land shown hatched on the plan enclosed.
Legal & Administrative costs	Owner has agreed to pay 50% of the legal fees associated with the sale and transfer of the land as per Council Policy.
Easements	The land will be subject to a drainage easement in favour of Council and a sewerage easement to ensure access rights are maintained and to allow for any future drainage works, if required.

Site Plans:



9.8 GOVERNANCE REPORT - JULY 2026**Author:** Team Leader Governance Services**Reviewed By:** Chief Executive Officer

EXECUTIVE SUMMARY

- Summary of Councillor attendance at Advisory Committee Meetings, Councillor Briefings, and other informal meetings of Councillors (**Appendix A**)
- Activity reports by Mayor and Councillors
- Public Questions taken on notice
- Status of petitions tabled during the current Council term (November 2024 to 30 June 2026) (**Table A**)
- Audit and Risk Committee Biannual Report (**Appendix B**) and Annual Performance Report (**Appendix C**)
- Annual adjustments to the fees payable to the Independent Chair and Independent Members of the Audit and Risk Committee
- Instrument of Delegation to members of Council staff (S6) (**Appendix D**)
- Instrument of Appointment and Authorisation (Planning and Environment Act 1987) (**Appendix E**)
- General Planning Information - Applications determined by VCAT (to 30 June 2026) (**Appendix F**)
- Council insurance renewal costs for 2026-2027
- 2026-27 Living Libraries Infrastructure Program Grant Application
- Amendment to clause 6.1 of the Darebin Art Collection Policy 2023 (**Appendix G**)

Officer Recommendation

That Council:

- (1) Notes the Governance Report – July 2026.
- (2) Notes the Summary of Councillor 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) Notes that there were no public questions taken on notice at the 16 June 2026 Council meeting.
- (5) Notes the status of Petitions tabled during the current Council term (November 2024 to 30 June 2026) (**Table A**)
- (6) Note the Audit and Risk Committee Biannual Report (**Appendix B**) and Annual Performance Report (**Appendix C**)

-
- (7) Endorse an increase in the fees for independent members of the Audit and Risk Committee, based on the rate cap of 2.75%, from 1 July 2026 to \$2,373.54 per meeting for the Independent Chair and \$1,871.42 per meeting for the Independent Members in accordance with provisions in the Audit and Risk Committee Charter.
- (8) 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 Instrument of Delegation, resolves:
- (a) To delegate to the members of Council staff holding, acting in or performing the duties of the officers or positions referred to in the 'Instrument of Delegation to members of Council staff (S6)' (**Appendix D**) the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
 - (b) To adopt and affix Council's Common Seal to the Instrument of Delegation from Council to members of Council Staff (S6) (**Appendix D**)
 - (c) That this instrument comes into force immediately once the Common Seal of Council is affixed to the instrument.
- (9) In the exercise of the powers conferred by section 147 (4) of the *Planning and Environment Act 1987*, resolves that:
- (a) The members of Council staff referred to in the 'Instrument of Appointment and Authorisation (Planning and Environment Act 1987)' attached as **Appendix E** be appointed and authorised as set out in the Instrument.
 - (b) Council's Common Seal be affixed to the Instrument of Appointment and Authorisation (Planning and Environment Act 1987).
 - (c) The Instrument of Appointment and Authorisation (Planning and Environment Act 1987) comes into force immediately the common seal of Council is affixed to the instrument and remains in force until Council determines to vary or revoke it.
- (10) Notes the General Planning Information - Applications determined by VCAT attached as **Appendix F**.
- (11) Notes total insurance cost for 2026-27 for all insurance policies was \$3,017,626 and the contracts were executed under delegation by the Chief Executive Officer in accordance with the resolution made by Council on 16 June 2026.
- (12) In relation to the Living Libraries Infrastructure Program:
- a. Ratifies the submission of the Implement Extra Access at Fairfield Library to the 2026-27 Living Libraries Infrastructure Program, supported by a Council contribution of up to \$125,400.
 - b. Pre-allocates funds to meet its contribution to the Implement Extra Access at Fairfield Library project in the 2027-28 Capital Works Program Budget to demonstrate Council's commitment to delivery.
 - c. Authorises the Chief Executive Officer to enter into a funding agreement and execute the required documents for a successful 2026-27 Living Libraries Infrastructure Program grant application.
- (13) Endorses the amendment to clause 6.1 of the Darebin Art Collection Policy 2023 (**Appendix G**) as follows:
- a. *'The [Acquisitions] Panel is made up of two arts industry professionals who have significant visual arts expertise and who live or work in the City of Darebin, together with the Art, Collections & Marketing Unit Coordinator and Curator.'*

BACKGROUND / KEY INFORMATION

Pursuant to Council's Governance Rules 2020, the agenda for each Ordinary Meeting is required to list certain governance/administrative matters in addition to other specified items.

These include Reports of Standing Committees i.e. Hearing of Submissions Committee, Summary of Meetings i.e. Briefings, Advisory Committee, responses to Public Questions taken on notice, 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.

Previous Council Resolution

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

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Pillar 4: Collaborative, Transparent and Responsible

ALIGNMENT TO OUR DAREBIN PLAN 2025-29

Strategic Direction 6: Decision Making, Community Engagement and Transparency - A City that is well-managed, transparent and trusted by its community and partners, with clear and respectful communication that builds confidence in Council's decisions.

DISCUSSION

Matters covered in this report are:

Summary of Advisory Committees, Councillor Briefing and other informal meetings of Councillors

Pursuant to Council's Governance Rules 2020, a summary of any meeting of an Advisory Committee, as established by Council and attended by at least one Councillor, or a scheduled or planned meeting to discuss the business of Council, including briefing Councillors, and which is attended by at least half of the Councillors and one member of Council staff (excluding Council, Delegated Committee or Community Asset Committee meetings) must be tabled at the next convenient Council meeting.

The Summary of Advisory Committees, Councillor Briefing and other informal meetings of Councillors is provided at **Appendix A**.

Activity 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.

Status of Petitions tabled during the current Council Term - November 2024 to 30 June 2026

Petitioning is a long-established process for members of the community to demonstrate community support for a request or views on a matter, and for that request or view to be presented directly to Council.

During the current Council Term, there have been 28 petitions tabled. **Table A** below shows those Petitions still in progress (4) and those closed since the last Council meeting (5).

Table A

	Date Tabled	Petition Title	Status
1	24 February 2026	Request for City of Darebin construct a toilet block in Johnson Street, Keon Park	In progress - Officers are assessing the petition, and a response will be provided to the petitioner via letter.
2	24 March 2026	Oppose the proposed bike lane and parking changes for Gower Street from High Street to Plenty Road	Closed - Officers have assessed the petition, and a response outlining the outcome has been provided to the petitioner via letter.
3	24 March 2026	Hold a public, in-person information and consultation session for the ratepayers, residents, and community members of Kingsbury	Closed – Officers have assessed the petition, and a response outlining the outcome has been provided to the petitioner via letter.
4	28 April 2026	Traffic Calming Feature on Clough Parade	Closed – Officers have assessed the petition, and a response outlining the outcome has been provided to the petitioner via letter.
5	28 April 2026	Fix Legs Lane	Closed – Officers have assessed the petition, and a response outlining the outcome has been provided to the petitioner via letter.
6	26 May 2026	Upgrade of School Crossing for Reservoir East Primary School on Yarra Ave, Reservoir	In progress - Officers are assessing the petition, and a response will be provided to the petitioner via letter.
7	26 May 2026	West Preston Football Netball Club Petition to improve facilities	In progress - Officers are assessing the petition, and a response will be provided to the petitioner via letter.
8	26 May 2026	Proposed Permanent Removal of On-Street Parking – Artherton Road, Northcote (Merri Creek to Herbert Street) for Protected Bike Lanes	In progress - Officers are assessing the petition, and a response will be provided to the petitioner via letter.
9	16 June 2026	Installation of raised zebra crossing and speed humps on Raleigh Street Thornbury	Closed - Officers have assessed the petition, and a response outlining the outcome has been provided to the petitioner via letter

Audit and Risk Committee – Biannual Report and Annual Performance Report

The Audit and Risk Committee is a committee established in accordance with section 53 and 54 of the *Local Government Act 2020* (the Act) to assist Darebin City Council (Council) in fulfilling its responsibilities relating to external financial and performance reporting, risk and financial management, corporate governance, internal control systems and providing advice to drive continuous improvement.

The Audit and Risk Committee's role is to report to the Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision making by the Council in relation to the discharge of its responsibilities.

The Biannual Report December 2025 – May 2026 (**Appendix B**) and the Committee Annual Performance Report 2025-26 (**Appendix C**) provide a summary of the activities, issues and related recommendations of the Audit and Risk Committee. These reports meet the reporting requirements to Council as mandated by the Act pursuant to section 54(5) and importantly provides Council with a summary of the matters that the Audit and Risk Committee has addressed in the reporting period in discharging its responsibilities under its Charter.

Annual Review of Audit and Risk Committee Fees for External Members

In accordance with section 53 of the *Local Government Act 2020*, Council pays a fee to all external members of the Audit and Risk Committee with the amount determined by Council, taking into account an assessment of the market and the recommendations of the CEO, which is indexed in alignment with the rate cap percentage each 1 July. A full benchmarking exercise of fees payable is undertaken once per Council term and was last undertaken in 2022.

In alignment of the rate cap percentage, the proposed increase in fees for 2026/27 is 2.75% and the recommended fees are as follows:

Independent Chair	\$2,373.54 per meeting (increased from \$2,310.01 in 2025/26)
Independent Member	\$1,871.42 per meeting (increased from \$1,821.33 in 2026/26)

Delegations and Authorisations

It is essential and in the interests of effective governance to encourage the delegation of decision making to the lowest competent level within the organisation. This enables the best use of the abilities of elected Councillors and Officers, ensures cost effective use of resources, and promotes the development of efficient and effective management. Authority and responsibility are inseparable. Delegations cannot, however, remove from the Council and senior management the ultimate accountability for the affairs of Council.

Further, specific officers are required to be appointed as authorised officers under various pieces of legislation.

Council subscribes to the Maddocks Lawyers Authorisations and Delegations Service, which provides biannual advice regarding legislative amendments and the provision of template instruments which are then tailored to the organisational requirements.

Following the recent organisation structure realignment, reviews have been undertaken in consultation with the relevant work areas, of the following:

- Instrument of Delegation from Council to members of Council Staff (S6) (**Appendix D**)
- Instrument of Appointment and Authorisation - *Planning and Environment Act 1987* (**Appendix E**)

The instruments have been checked for accuracy, the appropriateness of the delegations and authorisations and alignment with the current organisational structure.

General Planning Information - Applications determined by VCAT (Appendix F)

Council has received a total of 18 decisions since the previous VCAT report to the Planning Committee on 10 November 2025. Of the 18 decisions, 3 decisions are not reported in the Local Government Planning Reporting Framework (LGPRF). Of the 3 non-reported decisions, 2 s87 cancellation appeals were struck out by the Tribunal, and one s149 Determination Appeal saw Council's decision to not endorse the plans upheld.

Of the total 18 decisions, 72% of these decisions were determined in Council's favour.

The number of VCAT decisions remains low, consistent with the ongoing decline in planning appeals lodged with the Tribunal since 2020. This trend reflects legislative reforms that have reduced third-party notice and appeal rights, including the introduction of "deemed to comply" standards under revised Clauses 54 and 55, two-dwelling VicSmart provisions, and changes transferring decision-making responsibility for larger planning proposals to the Department of Transport and Planning.

Council's performance at the Tribunal remains broadly comparable with that of similar metropolitan municipalities. Notably, over the past three financial years, the proportion of Darebin Council decisions upheld at VCAT sits at around 70%, compared with an average of around 60% across all councils.

Council Insurance Renewal Costs for 2026-2027

At the 18 June 2026 Council Meeting, a resolution was passed:

"That Council:

- (2) Delegates authority to the Chief Executive Officer to approve the annual insurance renewals for all insurance classes, noting the estimated aggregated total value is \$3.2M (including GST and Stamp duty) and with the final value reported through the Governance Report at a future Council Meeting"*

Officers have since finalised Council's insurance portfolio renewal for 2026-27. The total insurance cost for 2026-27 for all insurance policies was \$3,017,626.

2026-27 Living Libraries Infrastructure Program Grant Application

Applications for the State Government's 2026-27 Living Libraries Infrastructure Program (LLIP) opened on 2 June 2026 and closed on 17 July 2026.

These dates did not enable officers to bring this matter to the 16 June 2026 Council Meeting.

The program offers grant funding to Councils for new or renewed library infrastructure for communities.

Officers submitted an application to the 2026-27 LLIP for the Implement Extra Access at Fairfield Library project following unanimous agreement to the proposal at Councillor Briefing on 7 July 2026.

This project is scheduled in the Capital Works Program for 2027-28, adopted by Council on 30 June 2026, at a total cost to Council of \$125,4000.

Council funding must meet the dollar-for-dollar matched funding requirement for metropolitan Councils. Securing the grant may provide up to \$62,700 in savings to Council.

Implementing Extra Access at Fairfield Library delivers on the following initiative in Our Darebin Plan: 3.4.2 – Extend community access to Darebin Libraries branches.

The initiative will provide an additional 41 hours of access each week to Fairfield Library in response to community feedback.

Amendment to clause 6.1 of the Darebin Art Collection Policy 2023

The City of Darebin is currently guided by the 2023 Darebin Art Collection Policy for its management of its indoor art collection, including acquisition, conservation and display of works. The policy states that all acquisitions to the Darebin Art Collection, including donations, are assessed by an 'Acquisitions Panel' comprised of 'two members of the Art and Heritage Advisory Committee who have significant visual arts expertise, the Art and Collections Unit Coordinator and Curator'. With the recent Council decision to dissolve the Art & Heritage Advisory Committee in order to create 5 new Advisory Committees, there is currently no formal pathway to accept new works into the Darebin Art Collection. Council officers are requesting the following amendment to the wording in clause 6.1 of the Darebin Art Collection Policy (**Appendix G**) to allow for the continued acquisition of new work:

The [Acquisitions] Panel is made up of two arts industry professionals who have significant visual arts expertise and who live or work in the City of Darebin, together with the Art, Collections & Marketing Unit Coordinator and Curator.

This amendment would ensure that Darebin community members with relevant visual arts expertise can continue to help shape Darebin's Art Collection and ensure alignment to the Collection Policy. Officers will be undertaking a full review of the Darebin Art Collection policy over the next 6-9 months and presenting the revised policy to Council in early 2027. However, this amendment is being urgently requested ahead of the policy review due to two recent offers from community members who wish to donate significant artworks to the Darebin Art Collection. The opportunity to accept high value donations that align with our Collections policy is a great opportunity to grow our collection without cost to Council. In order to consider accepting these artwork donations into the collection, the above amendment to clause 6.1 of the Darebin Art Collection Policy is required.

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**

- (a) Council decisions are to be made and actions taken in accordance with the relevant law;
- (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;
- (b) Council information must be publicly available unless (i) the information is confidential by virtue of this Act or any other Act; or (ii) public availability of the information would be contrary to the public interest;
- (c) Council information must be understandable and accessible to members of the municipal community;
- (d) Public awareness of the availability of Council information must be facilitated

Strategic Planning Principles

- (d) strategic planning must identify and address the risks to effective implementation;

Service Performance Principles

- (e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

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

- The Councillor expenses will be published on the Council website.

RELATED DOCUMENTS

- *Local Government Act 2020*
- Governance Rules

Attachments

- Summary of Councillor Attendance - Governance Report (**Appendix A**) [↓](#)
- Audit and Risk Committee Biannual Report - December 2025 to May 2026 (**Appendix B**) [↓](#)
- Audit and Risk Committee Performance Report 2025-26 (**Appendix C**) [↓](#)
- Instrument of Delegation to members of Council staff (S6) (**Appendix D**) [↓](#)
- Instrument of Appointment and Authorisation (Planning and Environment Act 1987) - Multiple Officers (**Appendix E**) [↓](#)
- Applications determined by VCAT July 2026 (**Appendix F**) [↓](#)
- Art Collection Policy 2023 - tracked amendment - July 2026 (**Appendix G**) [↓](#)

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:	Councillor Briefing Session
	Date:	2 June 2026
	Location:	Council Chamber (Hybrid Meeting)
PRESENT:	Councillors:	Cr. Emily Dimitriadis (Mayor) (Chairperson) Cr. Matt Arturi (Deputy Mayor), Cr. Connie Boglis OAM (online) Cr. Ruth Jelley Cr Julie O'Brien Cr. Kristine Olaris OAM (online) Cr. Alexandra Sangster Cr. Vasilios Tsalkos Cr. Angela Villella
	Council Staff:	Anne Howard, CEO Caroline Buisson, General Manager Customer & Corporate Nina Cullen, General Manager Community (item 4.2, 4.3, 4.4 & 4.9) Rachel Ollivier, General Manager Infrastructure, Operations & Finance (item 4.8) Vanessa Petrie, General Manager, City Strategy & Sustainability (item 4.4, 4.5, 4.6) Enna Giampiccolo, Executive Manager, Governance & Communications (items 4.1, 4.7) Jody Brodribb, Coordinator Governance Services (item 4.1) Emma Geier, Head of Governance and Risk (items 4.1 & 4.7) Helen Myers, Head of Economic Development & Activation (items 4.2, 4.3) Alicia Warner, Festivals and Events Coordinator (items 4.2, 4.3) Michele Burton, Manager Equity and Climate (items 4.4 & 4.5) Ilz Aslan, Senior Coordinator, Equity, Inclusion and Wellbeing (items 4.4 & 4.5) Meagan Merritt, Manager City Futures (item 4.6) Kevin de Leeuw, Team Leader Transport Strategy and Programs (item 4.6) Srini Krishnan, Chief Financial Officer (item 4.8)

		Dean Gibbons, Head of Financial Planning and Analysis (item 4.8) Michael Pogemiller, Manager, Natural and Civic Spaces (4.9)
	External Attendees:	Nil.
APOLOGIES:		Nil.

The Meeting commenced at 4.35pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.1	Draft Councillor Guidelines - Candidates in State or Federal Elections	No disclosures were made
4.2	Darebin Events Framework - Phase 1	No disclosures were made
4.3	Darebin Community Awards Review	No disclosures were made
4.4	Municipal Public Health and Wellbeing plan options	No disclosures were made
4.5	Draft Disability Action Plan approach	No disclosures were made
4.6	Melbourne Water Trail Feasibility Study	No disclosures were made
4.7	Mayoral Chains	No disclosures were made
4.8	Amendments to the Draft 2026/27 Budget	No disclosures were made
4.9	General Business	No disclosures were made

The Meeting concluded at 8.54 pm

RECORD COMPLETED BY:	Officer Name:	Enna Giampiccolo
	Officer Title:	Executive Manager, Governance & Communications

MEETING DETAILS:	Title:	Darebin Nature Trust Advisory Committee
	Date:	4 June 2026
	Location:	Birnum Djirri Room (Conference Room) at Darebin City Council, Preston
PRESENT:	Councillors:	Cr. Vasilios Tsalkos Cr. Julie O'Brien
	Council Staff:	Sofia Enrigue - Urban Ecology and Biodiversity Officer Tim Allamby - Senior Natural Resource Management Officer Millie Wells - Coordinator Natural Environment and Partnership
	External Attendees:	Members (4)
APOLOGIES:		Members (3)

The Meeting commenced at 6.05 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Open meeting, acknowledgements & apologies	No disclosures were made
2	Matters arising from previous meeting and actions pending	No disclosures were made
3	Endorsement of minutes from previous meeting	No disclosures were made
4	Conflicts of interest	No disclosures were made
5	Updates	No disclosures were made
6	Presentation: Ecological Burning in Darebin	No disclosures were made
7	Closing session and recognition	No disclosures were made

The Meeting concluded at 8:10 pm

RECORD COMPLETED BY:	Officer Name:	Officer Name: Sofia Enrigue
	Officer Title:	Officer Title: Urban Ecology and Biodiversity Officer

MEETING DETAILS:	Title:	Councillor Briefing Session
	Date:	9 June 2026
	Location:	Council Chamber (Hybrid Meeting)
PRESENT:	Councillors:	Cr. Emily Dimitriadis (Mayor) (Chairperson) Cr. Matt Arturi (Deputy Mayor) Cr. Ruth Jelley Cr Julie O'Brien Cr. Kristine Olaris OAM Cr. Alexandra Sangster Cr. Vasilios Tsalkos Cr. Angela Villella
	Council Staff:	Anne Howard, CEO Caroline Buisson, General Manager Customer & Corporate (item 4.1) Nina Cullen, General Manager Rachel Ollivier, General Manager Infrastructure, Operations & Finance (item 4.1, 4.3) Vanessa Petrie, General Manager, City Strategy & Sustainability Enna Giampiccolo, Executive Manager, Governance & Communications Lee McKenzie, Manager Buildings, Property and Capital (item 4.1) Srini Krishnan, Chief Financial Officer (item 4.1, 4.3) Dean Gibbons, Head of Financial Planning and Analysis (item 4.1, 4.3) Lisa Wheelhouse, Manager Customer & Corporate Performance (item 4.1) Julie Wyndham, Coordinator Corporate Strategy & Performance (item 4.1)
	External Attendees:	Nil.
APOLOGIES:		Cr Connie Boglis OAM

The Meeting commenced at 4.34pm – 5.34pm and recommenced at 7.12pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.1	Consider submissions, Review 2026/27 Budget and associated documents. 2026-27 Our Darebin Action Plan for adoption.	No disclosures were made
4.2	Recap of Submissions	No disclosures were made

The Meeting concluded at 8.35 pm

RECORD COMPLETED BY:	Officer Name:	Enna Giampiccolo
	Officer Title:	Executive Manager, Governance & Communications

MEETING DETAILS:	Title:	Climate Emergency Darebin Advisory Committee
	Date:	10 June 2026
	Location:	Gleeson Environment Centre, Darebin Parklands
PRESENT:	Councillors:	Cr. Julie O'Brien
	Council Staff:	Millie Wells Acting Manager Natural and Civic Spaces Lorna Pettifer Coordinator Climate and Environment Santiago Perrotto Principal Climate and Innovation Officer Chloe Davies Coordinator Operations Management Natalie Jamieson Climate and Community Officer
	External Attendees:	Members of CED AC x 6
APOLOGIES:		Cr Emily Dimitriadis

The Meeting commenced at 6.30pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Review of Advisory Committees	No disclosures were made.
2	Hard Waste and Reducing Environmental Impacts	No disclosures were made.
3	Climate Emergency Plan Update	No disclosures were made.
4	Electrification Action 2.2.1 and Community Electrification Campaign disclosures were made.	No disclosures were made.
5	Youth Voice (action 4.8.2)	No disclosures were made.
6	Action 2.5.3 Circular Economy and Action 4.5.1 Procurement	No disclosures were made.
7	Heat Health Awareness and Keep Cool Campaign 2025-2026	No disclosures were made.
8	Darebin Community Grants	No disclosures were made.
9	Climate Emergency Darebin Advisory Committee – in numbers	No disclosures were made.
10	Advocacy and action updates – community members	No disclosures were made.

The Meeting concluded at 8.30pm

RECORD COMPLETED BY:	Officer Name: Officer Title:	Natalie Jamieson, Climate and Community Officer
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City of Darebin Audit and Risk Committee

Bi-Annual Report

December 2025 – May 2026

City of Darebin Audit and Risk Committee – Biannual Report (December 2025 – May 2026)

1. Role of the Audit & Risk Committee

The Audit and Risk Committee (the Committee) is established in accordance with section 53 and 54 of the *Local Government Act 2020* (the Act) to assist Darebin City Council (the Council) in fulfilling its responsibilities relating to external financial and performance reporting, risk and financial management, corporate governance, internal control systems and providing advice to drive continuous improvement.

The Committee's role is to report to the Council and provide appropriate advice and recommendations on matters relevant to its charter in order to facilitate decision making by the Council relating to the discharge of its responsibilities.

The objective of the Committee is to oversee:

- The integrity of external financial reporting, including accounting policies.
- The scope of work, objectivity, performance, and independence of the external and internal auditors.
- The establishment, effectiveness and maintenance of controls and systems to safeguard the Council's financial and physical resources.
- The systems or procedures that are designed to ensure that the Council comply with relevant statutory and regulatory requirements.
- The process for recognising risks arising from the Council's operations and strategies, and consider the adequacy of measures taken to manage those risks, including compliance.
- The processes and systems which protect the Council against fraud and irregularities including the Protected Disclosures Act procedures.

2. Purpose of this Report

This report:

- Meets the reporting requirements to Council as mandated by section 54(5) of the Act.
- Provides Council and the community with a summary of the matters the Committee addressed in the reporting period in discharging its responsibilities under its Charter and the Act.
- Provides an overview of the activity of the Committee from 1 December 2025 to 31 May 2026.

3. Committee Membership

The Committee comprises three independent and two Councillor members, including the Mayor and one other Councillor as appointed by Council annually, for a 12-month term, which may be renewed subject to Council resolution. Two proxies are appointed annually from amongst the remaining Council members, to attend in the event that the Mayor or the Councillor member is unable to attend a Committee meeting.

Independent members are appointed by Council for three-year terms following an external selection process. The independent members are required to have appropriate skill sets and experience as mandated in section 53 of the LGA.

4. Meeting Attendance

The Committee met two times during the reporting period and their meeting attendance is highlighted in the below table:

City of Darebin Audit and Risk Committee – Biannual Report (December 2025 – May 2026)

Member	Role	10/12/2025	18/03/2026
Ms Lisa Tripodi	Independent Member & Chairperson	✓	✓
Dr Marco Bini	Independent Member	✓	✓
Mr Jonathan Kyvelidis	Independent Member	✓	✓
Cr Emily Dimitriadis	Committee Member	X	✓
Cr Vasilios Tsalkos	Committee Member	✓	X

✓ = In attendance X = Apology

External Service Providers

Representatives from NTT Australia Digital Pty Ltd, the internal audit service provider for the period, attended each quarterly meeting.

Representatives of the Victorian Auditor General's Office (VAGO), external auditors RSD Audit, attended the quarterly meeting on 18 March 2026.

Senior Management Team

Senior management representatives attend each Committee meeting. These include the Chief Executive Officer, General Managers, Executive Manager Governance, Risk and Communication, Chief Finance Officer and Coordinator Audit and Risk. In addition, there was attendance by other Managers, Coordinators and Officers when there were Department-related items on the agenda.

Councillors

All Councillors may attend Committee meetings as observers.

5. Committee Charter and Annual Work Plan

The Committee's Charter is reviewed annually by the Committee and provided to Council for endorsement. The revised Audit and Risk Committee Charter was endorsed by Council at its 15 December 2025 meeting.

The Committee's activities are closely aligned with its Annual Work Plan which reflects its key responsibilities as set out in the Committee Charter. Annually, the Committee confirms it has discharged its responsibilities in accordance with the Charter and develops its Annual Work Plan for the following year.

The Committee's Annual Work Plan will next be reviewed and endorsed by the Committee at its meeting on 17 June 2026.

To ensure that officers are supporting the Audit and Risk Committee to perform their duties, the Committee is provided with a Committee Work Plan Status Report each quarter.

6. Committee Responsibilities

6.1 Financial and Performance Reporting

Quarterly financial performance reporting was presented to the Committee at each meeting throughout the year for the preceding period.

The Committee received and considered the following reports during the reporting period:

City of Darebin Audit and Risk Committee – Biannual Report (December 2025 – May 2026)

- Revised Fixed Assets Policy.
- Capital Works Status Reports.
- Procurement Compliance Reports.
- 2025/26 Asset Valuation updates.
- Updates on Draft 2026/27 Budget including 10-year Budget Parameters, EBITDA projections, and Councillor Budget Workshop materials.

6.2 External Audit

RSD Audit, on behalf of The Victorian Auditor General's Office (VAGO), continued to take the responsibility for external audit of the City of Darebin. The Engagement Leader responsible for the oversight and conduct of the external audit of the Council for the financial year 2025-26 has transitioned from Josh Porker to Tyson Holt, Associate Director RSD Audit. Nick Bell, CEO of RSD Audit attended the 18 March 2026 Committee meeting during the transition period.

The Committee received and considered the following reports during the reporting period:

- VAGO 2025/26 Audit Strategy Memorandum.

6.3 Internal Audit

In April 2023, Council entered into an agreement with NTT Australia Digital Pty Ltd, for an initial term of three years with an optional two by one year extension. A three-year 'Strategic Internal Audit Plan' is updated annually in consultation with the Committee and Executive Leadership and was endorsed by the Committee at the 25 June 2025 meeting.

At the 18 March 2026 meeting, the Committee endorsed the four audits to be included in the Annual internal Audit Plan for FY2026/27. The three-year Strategic Internal Audit Plan will be developed following completion of a tendering process for the internal audit service provider.

The Committee considered the following papers tabled by during the reporting period:

- Audit Report – Child Safety Compliance Audit.
- Audit Report – Follow-up of Internal Audit Recommendations.
- Audit Report – Emergency Management Internal Audit Report.
- Audit Scope (FY2025-26) – Payroll Including Detailed Testing.
- Terms of Reference – Budget Model Review.
- Report on Findings from Integrity Agencies (Quarterly overview of the recent reports and publications by government agencies and other sources that may impact Council).
- Outstanding Audit Actions Status Report (Quarterly update to provide the Committee with an overview of implementation of audit actions associated with previous internal audits).

6.4 Risk Management, Fraud Prevention and Compliance Management

Quarterly Risk Management Reports are provided to the committee including update on risk management activities in accordance with cyclical and work plan reporting.

The Committee received and considered the following reports during the reporting period:

City of Darebin Audit and Risk Committee – Biannual Report (December 2025 – May 2026)

- Update on Strategic and Operational Risks.
- Insurance Metrics and Insurance Renewal updates.
- Key Metrics Reporting (including Freedom of Information Requests, Privacy Impact Assessments, Privacy Breaches, Cyber Incidents, Fraud Allegations, Policies and Mandatory Training).
- Quarterly Safety Report a high-level indicator and analysis of safety, wellbeing and Workcover across Council.
- Review of Council's compliance with procedures associated with complaints including confidential and anonymous employee complaints.

6.5 Internal Control Environment

The Committee received and considered the following reports during the reporting period:

- Review of management's approach to maintain an effective internal control framework.
- Review of the annual Fraud and Corruption Indicators and Detection Review program.
- Effectiveness of Systems and Processes that Monitor Compliance with Legislation and Regulations, including revised implementation roadmap.
- Quarterly progress update of the management of risks and projects by the Information Services Department, including Annual Penetration testing.

7. Other Matters

The Committee received reports on, and discussed other matters during the reporting period, including:

- Response to the Municipal Monitors Report.
- Multi-employer Enterprise Agreement (MEA).
- VAGO performance audit of the Enhanced Maternal and Child Health (EMCH) program.
- Contaminated Land Management Framework.
- Regulatory Services: Infringements, Enforcement & Compliance.
- Progress updates on the Digital Transformation Program, including technology solution options and gap analysis.
- Aged Care Service Provision and Performance.
- Councillor and Staff Gifts, Benefits & Hospitality Registers.

8. Assessment of the Committee's Performance

The Committee annually assesses its performance based on a survey completed by Committee members and officers who interact regularly with the Committee. The next assessment will be considered by the Committee at the 18 June 2026 meeting. Outcomes of the survey will also be included in the Annual Committee Performance Report presented to Council.

9. Reporting to Council

In accordance with the Governance Rules 2020, summary minutes of the Committee meetings, as an advisory Committee to Council, are provided to Council as soon as practical after each meeting.

Audit and Risk Committee Bi-Annual reports are formally provided to Council at least twice per annum, in January and July.

10. Overall comments

The Committee welcomes feedback as to whether this report meets Council's expectations. If Council wishes to be briefed by the Committee on any matters raised in this report, I would be delighted to attend as required.

Thank you to Committee members, all Councillors and Council Officers for your support during this period.

Yours Sincerely

Lisa Tripodi

Chair on behalf of the Audit and Risk Committee

17 June 2026



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City of Darebin Audit and Risk Committee

Annual Performance Report 2025-26

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Message from the Audit and Risk Committee Chair

I was first appointed Chair of the Committee in March 2019 and would like to thank Councillors, fellow independent members and Council staff for their contribution and support during the year on behalf of the City of Darebin Audit and Risk Committee.

I would like to acknowledge the cooperation and support that the Committee and I have received from the CEO Anne Howard, NTT Australia, RSD Audit (VAGO) and the management team at Council throughout the year. Their support has been central to developing the organisational culture that is necessary to foster accountability, integrity and compliance.

I am pleased to report the independent view of the Committee that the governance culture of the City of Darebin is supporting the development of a robust risk, control and compliance framework which continues to strengthen and adapt to changes in the Council's operations.

Lisa Tripodi
Audit and Risk Committee Chair
City of Darebin

1. Introduction

The City of Darebin Audit and Risk Committee (the Committee) has continued to undertake its role in providing independent advice to the Council and management of the City of Darebin (Council) throughout the period 1 July 2025 to 30 June 2026 as covered by this report.

The Committee's role is to report to the Council and provide appropriate advice and recommendations on matters relevant to its charter in order to facilitate decision making by the Council in relation to the discharge of its responsibilities.

The objective of the Committee is to oversee:

- the integrity of external financial reporting, including accounting policies
- the scope of work, objectivity, performance and independence of the external and internal auditors
- the establishment, effectiveness and maintenance of controls and systems to safeguard the Council's financial and physical resources
- the systems or procedures that are designed to ensure that Council comply with relevant statutory and regulatory requirements
- the process for recognising risks arising from the Council's operations and strategies, and consider the adequacy of measures taken to manage those risks, including compliance
- the processes and systems which protect the Council against fraud and irregularities including the Protected Disclosures Act procedures.

To achieve its objective, some of the key activities undertaken by the Committee during this period were to:

- review the draft Annual Financial Report and recommend their adoption to Council
- review the Performance Statement and recommend its adoption to Council
- approve the scope of the Internal Audit Program to ensure that planned Internal Audit activity is aligned to key business risks
- review the plans, results and effectiveness of the Internal Audit Program
- monitor compliance obligations and challenge the existence and effectiveness of accounting and financial systems and other systems of internal control and business risk management.

Overall, through its work, the Committee's aim is to add to the credibility of Council by promoting ethical standards. Under the guidance of the Committee Chair, Ms Lisa Tripodi, the focus on strategic risk issues was continued while ensuring that all key operational risks were still considered.

In fulfilling its responsibilities, the Committee has provided input and advice in relation to Internal Audits carried out by contracted Internal Auditors, NTT Australia Digital Pty Ltd for the Council during the reporting period.

2. Audit and Risk Committee membership

2.1 Council representatives

Cr Kristine Olaris	March 2025 – November 2025
Cr Emily Dimitriadis	November 2025 – ongoing
Cr Vasilios Tsalkos	December 2024 – ongoing

2.2 Independent members

Lisa Tripodi (Chair)	August 2020 – August 2027
Dr. Marco Bini	November 2017 – December 2027
Jonathan Kyvelidis	June 2022 – June 2028

3. Meetings and attendance

A total of five meetings were held during the period under review.

There were four regular quarterly meetings in October, December, March and June. A summary of meeting dates and Committee Member attendance is shown in Table 1 below.

To seek the Audit and Risk Committee's advice on matters relevant to its charter, the Committee was called for a special meeting during the reporting period to consider the Annual Financial Report and Performance Statement, and their meeting attendance is shown Table 2 below.

Table 1 – Quarterly meeting dates and attendance

Member	Role	1/10/25	10/12/25	18/03/26	17/06/26
Ms Lisa Tripodi	Independent Chairperson	✓	✓	✓	✓
Dr Marco Bini	Independent Member	✓	✓	✓	✓
Mr Jonathan Kyvelidis	Independent Member	✓	✓	✓	✓
Cr Kristine Olaris	Committee Member	✓	○	○	○
Cr Vasilios Tsalkos	Committee Member	✓	✓	X	✓
Cr Emily Dimitriadis	Committee Member	○	X	✓	✓

✓ = In attendance X = Apology ○ = Not a Member at that time

Table 2 – Special meeting dates and attendance

Member	Role	17/09/25
Ms Lisa Tripodi	Independent Chairperson	✓
Dr Marco Bini	Independent Member	✓
Mr Jonathan Kyvelidis	Independent Member	✓
Cr Kristine Olaris	Committee Member	✓
Cr Vasilios Tsalkos	Committee Member	✓
Cr Emily Dimitriadis	Committee Member	○

✓ = In attendance X = Apology ○ = Not a Member at that time

Representatives from NTT Australia Digital Pty Ltd, the internal audit service provider for the period, attended each quarterly meeting and special meeting. Representatives of the Victorian Auditor General's Office (VAGO), external auditors RSD Audit, attended a special meeting in September 2025 and quarterly meetings in March and June 2026.

Senior management representatives also attend each Committee meeting. These include the Chief Executive Officer, General Managers, Executive Manager Governance, Risk and Communication, Chief Financial Officer and Coordinator Audit and Risk. In addition, there was attendance by other Managers, Coordinators and Officers when there were Department-related items on the agenda.

4. Internal audit

4.1 Internal audit contract

In April 2023, Council entered into an agreement with NTT Australia Digital Pty Ltd, for an initial term of three years with an optional two by one year extension. On commencement, NTT Australia Digital developed the three-year 'Strategic Internal Audit Plan' ("SIAP") in consultation with the Committee and Executive Leadership team.

The SIAP is reviewed and revised annually and the 2026 – 2029 Strategic Internal Audit Plan was considered by the Committee at the 18 March 2026 meeting. The Committee endorsed year one (2026/27) of the revised SIAP. The Committee provided feedback to be incorporated into an updated three-year plan to be developed upon completion of the Internal Audit Tendering process.

Representatives from NTT Australia Digital attended each Committee meeting and presented the results of the audits they had undertaken, responded to questions and both provided and received advice from the Committee.

4.2 Internal audit reports program

NTT Australia Digital presented the Terms of Reference for each internal audit to the Committee for discussion before their execution to ensure that the focus remained aligned to the risk profile of the organisation and the requirements of the Committee.

Final internal audit reports were reviewed and discussed by the Committee at each of the scheduled meetings. The status of Internal and External Audit recommendations was reported to the Committee on a quarterly basis.

4.3 Internal audit reports reviewed

A total of 10 internal audit reports were presented to the Audit and Risk Committee during the period under review. These are listed below with the overall rating, the number of findings by risk rating and the number of recommendations for each report.

Table 5 – Internal audits with overall audit and findings ratings

Audit name	Meeting (Dates)	High Risk Findings (total #)	Medium Risk Findings (total #)	Low Risk Findings (total #)	Improvement Opportunities (total #)	Findings (total #)
Fraud Control Framework <i>(Updated with Survey Details)</i>	Oct 2025		1		1	2
Review of Integrity Controls	Oct 2025		1	3		4
Procurement to Pay Cycle Process	Oct 2025		1	2		3

Audit name	Meeting (Dates)	High Risk Findings (total #)	Medium Risk Findings (total #)	Low Risk Findings (total #)	Improvement Opportunities (total #)	Findings (total #)
Child Safety Compliance (Updated Action Plan)	Dec 2025	1	3		1	5
Follow-up of Internal Audit Recommendations	Mar 2026					0
Emergency Management	Mar 2026	3	3	1	1	8
Building Safety Management	Jun 2026	3				3
Risk Management Framework	Jun 2026		3	2		5
Payroll	Jun 2026	1	3			4
IT General and Security Controls	Jun 2026		2	4		4

4.4 Oversight of internal audit performance

The Committee monitored the performance of the Internal Auditor through ongoing review of Terms of Reference presentations, Internal Audit reports, the quarterly Internal Audit Status reports and contribution to meetings.

4.5 Implementation of audit recommendations

The Committee continued to encourage management to implement Internal and External Audit recommendations in a timely manner to ensure that better practices and an improved internal control environment is fostered.

Overall, the organisation was able to address audit recommendations in a timely manner. However, the Committee have expressed concern over the number of overdue items from prior years.

5. External Audit

RSD Audit, on behalf of The Victorian Auditor General's Office (VAGO), continued to take the responsibility for external audit of the City of Darebin.

VAGO's approach focuses on key financial reporting risks. This involves gaining an understanding of significant financial reporting processes and a combination of internal control testing and substantive audit procedures to assess the residual risk of material error.

Josh Porker, Partner RSD Audit, was the Engagement Leader responsible for the oversight and conduct of the external audit of the Council for the financial year 2024-25 supported by VAGO and RSD colleagues as required. For the financial year 2025-26, the Engagement Leader has transitioned from Josh Porker to Tyson Holt, Associate Director RSD Audit.

6. Oversight of annual financial reports

The Annual Financial Report and Performance Statement for City of Darebin for the year ended 30 June 2025 was reviewed at the 17 September 2025 special meeting.

Prior to the meeting, the Committee undertook a thorough review of the Annual Financial Report and Performance Statement and provided their questions and recommendations out of session for management response.

After presentation and feedback from the Chief Finance Officer, the Audit and Risk Committee recommended to Council that they approve the 'in principle' Annual Financial Report and Performance Statement. This work was undertaken by the Committee in a timely manner so that final clearance of all financial statements was received within the deadline imposed under the Local Government Act.

Quarterly financial performance reporting was presented to the Committee at each meeting throughout the year for the preceding period.

The Committee reviewed the budget parameters prior to development of the Draft 2026-27 Budget. The Committee also reviewed the 10 Year Finance Plan, 10 Year Asset Management Plan, and 10 Year Revenue and Rating Plan during the community exhibition phase.

7. Duties and responsibilities

7.1 General assessment

The Audit and Risk Committee works to its Charter (Audit and Risk Committee Charter). An annual work plan is developed from the Charter and is the basis by which the Committee tracks its responsibilities and monitors its performance throughout each year.

7.2 Monitoring of legal claims

As part of managing the Council's risk exposure, the Committee received quarterly reports, which identify litigated claims or other matters settled or pending and any monetary movement associated with those claims.

7.3 Other activities

In addition to the activities directly identified in the Committee Charter, the Committee undertook several activities and considered other initiatives and reports throughout the year. Additionally, two special Committee meetings were held to address emerging risks.

These included:

- AI Usage Controls.
- Response to the Municipal Monitors Report.
- Multi-employer Enterprise Agreement (MEA).
- VAGO performance audit of the Enhanced Maternal and Child Health (EMCH) program.
- Contaminated Land Management Framework.
- Regulatory Services: Infringements, Enforcement & Compliance.
- Progress updates on the Digital Transformation Program, including technology solution options and gap analysis.
- Aged Care Service Provision and Performance.

8. Audit and Risk Committee Effectiveness Survey

The Audit and Risk Committee undertakes an annual self-assessment survey to evaluate the Committee's performance, as well as the performance of the internal and external auditors, to identify possible areas of improvement and to confirm that the Committee has met its responsibilities under the Charter.

The results of the self-assessment survey are circulated to Committee members at the 17 June 2026 meeting.

The questionnaire attached at **Appendix A** includes a total of 7 respondents and the summary represents a snapshot of opinions provided by Committee Members, Executive Leadership Team and External Advisors (auditors).

The questionnaire assessed 5 areas where respondents were requested to evaluate performance based on a Likert 5-point scale (agreement and satisfaction). The scores from this assessment were converted to averages to assess overall performance. The averages were also compared to the scores from the previous survey.

The areas that were tested include, Committee meeting its responsibilities, conduct of meetings, Internal Audit, External Audit and Management.

Overall, all areas scores had an average of 4.5 out of 5.0 (2025 average 4.2).

The survey indicates that the respondents rated the discharge of their duties as member of the Committee, as medium to high performance. In comparison to the previous year, the scores were on par. Comments provide an insight in specific areas identified for improvements.

9. Overall assessment of City of Darebin's risk, control and compliance framework

The Committee's overall assessment is that the Council has continued its pathway to enhance its management of strategic and operational risk, financial management and other internal controls and compliance. The organisation has continued to demonstrate a high level of commitment to being open to audit findings, genuine and transparent in addressing any issues or improvement opportunities, and consistent in the fulfilment of its commitments.

It is the independent view of the Committee that the governance culture of City of Darebin is supporting the development of a robust risk, control and compliance framework which continues to strengthen and adapt to changes in the Council's operations.

Lisa Tripodi

Audit and Risk Committee Chair
City of Darebin

17 June 2026



Appendix A - Audit and Risk Committee Survey Results

Areas of Responsibility:

Survey Questions	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree	Average 2026	Average 2025	Average 2024
The committee has met its responsibilities in:								
Monitoring of financial and performance reporting	0 0.0%	0 0.0%	0 0.0%	1 14.3%	6 85.7%	4.9	4.4	4.4
Monitoring of internal controls	0 0.0%	0 0.0%	0 0.0%	3 42.9%	4 57.1%	4.6	4.2	4.4
Monitoring and providing advice on risk management and fraud prevention	0 0.0%	0 0.0%	0 0.0%	3 42.9%	4 57.1%	4.6	4.6	4.4
Overseeing internal audit	0 0.0%	0 0.0%	0 0.0%	1 14.3%	6 85.7%	4.9	4.6	4.5
Overseeing external audit external audit	0 0.0%	0 0.0%	0 0.0%	1 14.3%	6 85.7%	4.9	4.4	4.5
Business continuity	0 0.0%	1 14.3%	0 0.0%	5 71.4%	1 14.3%	3.9	4.1	4.1
Monitoring the compliance of Council Policies and Procedures	0 0.0%	0 0.0%	0 0.0%	6 85.7%	1 14.3%	4.1	4.0	4

Comments:

- I don't recall business continuity being covered substantively - except for cybersecurity risks and EM audit oversight.

Conduct of Meetings:

Survey Questions	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree	Average 2026	Average 2025	Average 2024
Meetings have been conducted in accordance with the agenda	0 0.0%	0 0.0%	0 0.0%	0 0.0%	7 100.0%	5.0	4.6	4.6
Meeting agendas and papers are well-structured and contain sufficient detail to inform decision-making	0 0.0%	0 0.0%	0 0.0%	3 42.9%	4 57.1%	4.6	4.1	4.3
Meetings have been conducted to allow for full participation by all members	0 0.0%	0 0.0%	0 0.0%	1 14.3%	6 85.7%	4.9	4.2	4.7
Meetings have been conducted to allow for open, frank and robust discussion of all matters raised	0 0.0%	0 0.0%	0 0.0%	2 28.6%	5 71.4%	4.7	4.4	4.8

Comments:

- Nil.

Internal Audit:

Survey Questions	Very Dissatisfied	Dissatisfied	Neither satisfied nor dissatisfied	Satisfied	Very satisfied	Average 2026	Average 2025	Average 2024
The performance of the internal auditor	0 0.0%	0 0.0%	4 57.1%	2 28.6%	1 14.3%	3.6	3.7	3.7
The committee's working relationship with the internal auditor	0 0.0%	0 0.0%	0 0.0%	5 71.4%	2 28.6%	4.3	4.0	4
Opportunities provided to meet with the internal auditor 'in camera' to discuss critical issues^	0 0.0%	0 0.0%	0 0.0%	1 33.3%	2 66.7%	4.7	4.0	4.3

^ This question is only answered by Committee members.

Comments:

- Nil.

External Audit:

Survey Questions	Very Dissatisfied	Dissatisfied	Neither satisfied nor dissatisfied	Satisfied	Very satisfied	Average 2026	Average 2025	Average 2024
The performance of the external auditor	0 0.0%	0 0.0%	1 14.3%	5 71.4%	1 14.3%	4.0	4.0	3.8
The committee's working relationship with the external auditor	0 0.0%	0 0.0%	1 14.3%	5 71.4%	1 14.3%	4.0	3.9	3.9
Opportunities provided to meet with the external auditor 'in camera' to discuss critical issues^	0 0.0%	0 0.0%	0 0.0%	2 66.7%	1 33.3%	4.3	4.0	4.5

^ This question is only answered by Committee members.

Comments:

- Nil.

Management:

Survey Questions	Very Dissatisfied	Dissatisfied	Neither satisfied nor dissatisfied	Satisfied	Very satisfied	Average 2026	Average 2025	Average 2024
The committee's working relationship with management	0 0.0%	0 0.0%	0 0.0%	3 42.9%	4 57.1%	4.6	4.4	4.6
The committee's working relationship with CEO^	0 0.0%	0 0.0%	0 0.0%	1 33.3%	2 66.7%	4.7	4.3	4.8
The committee's access to management and relevant officers^	0 0.0%	0 0.0%	0 0.0%	2 66.7%	1 33.3%	4.3	4.3	4.8
The quality and transparency of information provided by management^	0 0.0%	0 0.0%	0 0.0%	2 66.7%	1 33.3%	4.3	4.3	4.3

^ This question is only answered by Committee members.

Comments:

- Nil.

Are there any functions that you believe the Committee performs well?

- Financials, risk monitoring
- Oversight and advisory function works well
- The Committee is very collaborative providing excellent oversight and review of Council activities outlined in the ARC Charter with a strong governance focus.
- Forward planning of oversight functions ensures good coverage of risk and financial matters across the year and over time.
- Feedback provided to management is beneficial.
- The Committee brings a good range of expertise and knowledge, and delivers high quality advice to management.
- Supporting very open and frank discussions - and ways forward

Are there any matters relating to the Committee's function that require improvement?

- Perhaps a bit more focus on business continuity which has not been topical of late
- Engagement with the broader management team; potentially some elements of information coming up to the Committee could be reviewed for relevance
- The organisation has a tight financial outlook and a major digital transformation - I would value the ARC keeping strong focus on these key risks over the next period.

What good practices have you seen at other Audit and Risk Committees that have potential for improvement at Darebin city council if implemented?

- Tighter oversight in terms of LT financial plan
- Succinct briefing papers and dashboards. I acknowledge the progressive improvements being made to the agenda each quarter.

Are there any other matters you would like to raise?

- Occasionally, papers can be either too long, unclear or both. This leads to time being spent on clarification which is not of itself a bad thing but chews up time.
- The organisation is driving substantial reform and risk control over many domains - and capacity constraints are evident in the backlog that currently exists - it will be important to help the organisation prioritise what is most important.



S6 Instrument of Delegation to Members of Council Staff

Darebin City Council

Instrument of Delegation to Members of Council Staff



INSTRUMENT OF DELEGATION MEMBERS OF COUNCIL STAFF

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. record that reference in the Schedule are as follows:

Acronym	means	Title
AA	means	Appeals Advocate
Admin – CD	means	All Administration Staff – City Development (including Business Support Officer)
AO(P)	means	Administration Officer (Prosecutions)
BSO(CSC)	means	Business Support Officer (City Safety & Compliance)
CAO	means	Compliance Administration Officer (City Safety & Compliance)
CAS	means	Coordinator Asset Strategy
CCBS	means	Coordinator Customer & Business Services (City Development)
CCCPS	means	Coordinator City Compliance & Parking Services
CDC	means	Coordinator Development Compliance
CEO	means	Chief Executive Officer
CFO	means	Chief Financial Officer
CHP	means	Coordinator Health Protection
CI&FM	means	Coordinator Infrastructure and Fleet Maintenance
CSP	means	Coordinator Statutory Planning
CST	means	Coordinator Sustainable Transport
CSTP	means	Coordinator Strategic Planning
CTPP	means	Coordinator Transport Planning & Programs
EHO	means	Environmental Health Officer
EHT	means	Environmental Health Technician
EMGC	means	Executive Manager Governance & Communications
GMC&C	means	General Manager Customer & Corporate
GMCS&S	means	General Manager City Sustainability & Strategy
GMIO	means	General Manager Infrastructure & Operations
HO	means	Heritage Officer
MAC	means	Manager Assets & Capital
MCD	means	Manager City Development

Acronym	means	Title
MCF	means	Manager City Futures
MCS&C	means	Manager City Safety & Compliance
MOW	means	Manager Operations & Waste
MPF	means	Manager Property & Facilities
MT	means	Manager Transport
PRAO	means	Prosecutions & Review Administration Officer
PSP	means	All Principal Statutory Planners
SEHO	means	Senior Environmental Health Officer
Service Manager or Coordinator	means	The Manager, Head of, or Coordinator responsible for Council service or facility
SO	means	Subdivision Officer
SP	means	All Statutory Planners
SPA	means	Statutory Planning Assistants
SPEO	means	Senior Planning Enforcement Officer
SSO	means	Senior Subdivision Officer
SSP	means	All Senior Statutory Planners
STE	means	Senior Transport Engineer
STP	means	All Strategic Planners
STPP	means	All Strategic Principal Planners
STSP	means	Student Statutory Planner
TE	means	All Transport Engineers
TLCCAM	means	Team Leader Civic Compliance & Animal Management
TLTSA	means	Team Leader Transport Safety & Access

3. declares that:

3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 28 July 2026; 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 28 April 2026;

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

3.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and the delegate must not determine the issue, take the action or do the act or thing:

- 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
- 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a:
 - (a) policy; or
 - (b) strategy adopted by Council;
- 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
- 3.3.4 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 SEAL of)
DAREBIN CITY COUNCIL)
was affixed on _____)
with the authority of the Council:)

Signed by the Mayor in the presence of)
)

Witness _____

Date: _____

Signed by the Chief Executive Officer of Council in the)
presence of)

Witness _____

Date: _____

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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	MCS&C, CCCPS, TLCCAM	Council may delegate this power to a Council authorised officer.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	CHP, SEHO, EHO, 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, EHO, 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), 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 inform the public by notice in a published newspaper, on the Internet site or otherwise	GMCS&S, MCD, CHP, SEHO, EHO, 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, EHO, 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, EHO, 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, EHO, 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, EHO, EHT	Where Council is the registration authority.
s.19CB(4)(b)	Power to request a copy of records	CHP, SEHO, EHO, EHT,	Where Council is the registration authority.
s.19E(1)(d)	Power to request a copy of the food safety program	CHP, SEHO, EHO, EHT	Where Council is the registration authority.
s.19EA (3)	Function of receiving copy of revised food safety program	CHP, SEHO, EHO, EHT, Admin – CD	Where Council is the registration authority.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, EHO, 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, EHO	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)	CHP	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, EHO, EHT, Admin – CD	Where Council is the registration authority.
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	CHP, SEHO, EHO, EHT	Where Council is the registration authority.
s19IA(2)	Duty to give written notice to the proprietor of the premises	CHP, SEHO, EHO	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, EHO,	Where Council is the registration authority.
s19N (2)	Function of receiving notice from the auditor	CHP, SEHO, EHO, EHT, Admin – CD	Where Council is the registration authority.
s.19NA(1)	Power to request food safety audit reports	CHP, SEHO, EHO, EHT	Where Council is the registration authority.
s.19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	CHP	
s.19UA	Power to charge fees for conducting a food safety assessment or inspection	CHP	Except for an assessment required by a declaration under s 19C or an inspection under s 38B(1)(c) or 39.
s.19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	CHP, SEHO, EHO, 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, EHO, 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, EHO, EHT	Where Council is the registration authority.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
—	Power to register or renew the registration of a food premises	CHP, SEHO, EHO, EHT, Admin – CD	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, EHO, EHT, Admin – CD	Where Council is the registration authority.
s.36B	Duty to pay the charge for use of online portal	CHP, SEHO,	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, EHO, 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, EHO, 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, EHO, EHT	Where Council is the registration authority.
s.38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	CHP, SEHO, EHO, 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, EHO, 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, EHO, 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, EHO, EHT	Where Council is the registration authority.
s.38D(3)	Power to request copies of any audit reports	CHP, SEHO, EHO, EHT, Admin – CD	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, EHO, EHT	Where Council is the registration authority.
s.38F(3)(b)	Power to require proprietor to comply with requirements of this Act	CHP, SEHO, EHO, 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, EHO, 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, EHO, 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, EHO, EHT	Where Council is the registration authority.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, EHO, 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, EHO, 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, EHO, EHT	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	CHP, SEHO, EHO, EHT, Admin – CD	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 2008</i>	CHP	Where Council is the registration authority.
s.40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	CHP, SEHO, EHO, 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, EHO, EHT, Admin – CD	
s. 40F	Power to cancel registration of food premises	CHP, SEHO, EHO, EHT, Admin – CD	Where Council is the registration authority.
s. 43	Duty to maintain records of registration	CHP, SEHO, EHO, EHT, Admin – CD	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, EHO, 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, EHO, 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 GMCS&S.

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.116	Power to sub-delegate the Executive Director's functions, duties or powers	MCD	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.

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.185L(4)	Power to declare and levy a cladding rectification charge	CEO ²	Council has not entered into any cladding rectification charge agreements.

² The only member of staff who can be a delegate in Column 3 is the CEO.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4B	Power to prepare an amendment to the Victorian Planning Provisions	MCD, 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, 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, STPP, AA, SSP, SP, HO, Admin - CD	
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 the 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, MCF, CSP	
s 16B	Duty (upon receiving a request to prepare an amendment to the planning scheme) to decide: to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F, or to refuse the request. Note: see also sections 16A, 16D, 16E and 16K.	GMCS&S, MCF	Does not apply in relation to applying to the Minister for authorisation to prepare the amendment. This matter is only delegated where decision is to refuse the request.
s 16C(1)	Duty to give written notice of its decision under section 16B to the person who made the request within 10 business days of making the decision. Note: The notice must contain prescribed information, and reasons if it is a refusal.	MCF, CSTP, MCD	
s 16C(4)	Duty to give a copy of the request and the notice under subsection 16C(1) to the Minister.	MCF, CSTP, STP, MCD	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 16F	Power to apply to the Minister for authorisation to prepare an amendment to the State standard provisions or the local provisions of a planning scheme in force in the municipal district. Note: see also sections 16G and 16K.	Not delegated	
s 16F	Power to prepare an amendment to the planning scheme where the Minister has authorised Council to do so under section 16F	MCF, CSTP, STP, MCD,	
s 16H	Power to prepare an amendment specified in an application without the Minister's authorisation if no response received after 10 business days Note: see also section 16K.	MCF, CSTP, STP, MCD,	Does not apply in relation to an application for the preparation of an amendment that will apply to land to which a Suburban Rail Loop planning area declaration applies.
s 16I	Power to apply to the Minister for authorisation to prepare an amendment to any part of the State standard provisions and local provisions of a planning scheme applying to an area adjoining its municipal district.	Not delegated	
s 16I	Power to prepare amendment to the planning scheme applying to an area adjoining Council's municipal district where the Minister has authorised Council to do so under section 16I. Note: see also sections 16D, 16G and 16J.	MCF, CSTP, MCD,	
s.17(1)	Duty of giving a copy of an amendment to the planning scheme	MCF, CSTP, STP, STSP, CCBS, Admin - CD	
s.17(2)	Duty of giving a copy of a s 173 agreement	MCD, MCF, CSTP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSTP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19	Function of receiving notice of preparation of an amendment to a planning scheme	GMCS&S, MCF, CSTP, MCD	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, 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.
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.

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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 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, MCF, CSP, CSTP, PSP, STPP, 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, MCF, CSP, CSTP, PSP, STPP, 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	GMCS&S	
s.28 (1) (amended)	Duty to notify Minister if abandoning an amendment, with a copy of any submission considered, and a statement of reasons for the decision	GMCS&S, MCD, 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	MCF, CSTP, STP, MCD, CCBS	
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, MCF, CSTP, STP, CCBS	
s 28C	Duty to comply with directions of the Minister after abandoning the amendment with respect to: - providing relevant documentation; and - providing assistance with steps to be taken for the amendment.	Not delegated	
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	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, 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, 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, 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, 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.

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, MCF	
s.46GN(1)	Duty to arrange for estimates of values of inner public purpose land	GMCS&S, MCD, MCF, CFO	
s.46GO(1)	Duty to give notice to owners of certain inner public purpose land	GMCS&S, MCD, MCF	
s.46GP	Function of receiving a notice under s 46GO	GMCS&S, MCD, 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, 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, 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, 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, MCF, CFO	
s.46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	GMCS&S, MCD, 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, 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, MCF, CFO	
s.46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	GMCS&S, MCD, MCF, CFO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, MCF, CFO	Where Council is the collecting agency
s.46GV(3)(b)	Power to enter into an agreement with the applicant	GMCS&S, MCD, 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, 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, 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, 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, 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, MCF, 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, CSP	Where Council is the collecting agency
s.46GY(1)	Duty to keep proper and separate accounts and records	GMCS&S, MCD, CFO	Where Council is the collecting agency
s.46GY(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	GMCS&S, MCD, CFO	Where Council is the collecting agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	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	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	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	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.
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	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	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, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, CFO	If any inner public purpose land is vested in Council under the Subdivision Act 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	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, CFO	Where Council is a development agency under an approved infrastructure contributions plan
s.46GZA(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	MCD, 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)	MCD, CFO	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	MCD, CFO, EMGC	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s.46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	MCD, CFO	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)	MCD, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	MCD, CFO	Where Council is the collecting agency under an approved infrastructure contributions pan

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, 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, 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)	GMCS&S, MCD, 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, 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, CFO	Where Council is the development agency under an approved infrastructure contributions plan.
s.46GZF(3)	Function of receiving proceeds of sale	MCD, CFO	Where Council is the collection agency under an approved infrastructure contributions plan. This provision does not apply where Council is also the development agency.
s.46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	MCD, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan.
s.46GZF(6)	Duty to make the payments under section 46gzf(4) in accordance with s 46GZF(6)(a) and (b)	MCD, CFO	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	GMCS&S, MCD, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan.

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	MCD, 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, 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, CFO	
s.46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	MCD, CSP, PSP, STPP, AA, SSP, SSO	
s.46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	MCD, MCF, CSP	
s.46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	MCD, 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, MCF, CSP	
s.46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	MCD, MCF, CSP	
s.46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	MCF, CHP, CSP	
s.46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	MCD, MCF	
s.46Q(1)	Duty to keep proper accounts of levies paid	MCD, MCF	
s.46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	MCD, 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, MCF, CSP	
s.46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	MCD, CSTP, CSP, MPF	Only applies when levy is paid to Council as a 'development agency'.

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, 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, MCF	Must be done in accordance with Part 3.
s.46Q(4)(e)	Duty to expend that amount on other works etc.	MCD, MCF, MAC	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, MCF	
s.46QD	Duty to prepare report and give a report to the Minister	GMCS&S, MCD, 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	
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, CSP, PSP, STPP, 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 48A	Power to notify an applicant that the application is incomplete Note: The notice must set out any required fees or information, the date for payment or production, and the effect of non-compliance set out in section 48B(1).	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, SSO, CCBS, Admin - CD	Where Council is the responsible authority
s 48C	Power to refund a fee paid for an application which is void and of no effect under section 48B(1)	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, SSO, CCBS, Admin - CD	Where Council is the responsible authority
s.49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	MCD, CSP, PSP, SSP, SP, SPA, SO, SSO, STSP, CCBS, Admin - CD, HO	
s.49(2)	Duty to make register available for inspection in accordance with the public availability requirements	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, SSO, STSP, CCBS, Admin - CD, HO	
s.50(4)	Duty to amend applications	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, SSO, HO	
s.50(5)	Power to refuse to amend application	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, SSO, HO	
s.50(6)	Duty to make note of amendment to application in register	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, SSO, HO	
s.50A(1)	Power to make amendment to application	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, SSO, HO	
s.50A(4)	Duty to note amendment to an application in register	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, SSO, STSP, Admin – CD, HO	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.51	Duty to make a copy of an application available for inspection in accordance with the public availability requirements	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, Admin – CD, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.52(3)	Power to give any further notice of an application where appropriate	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	MCD, 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, CSP, PSP, SSP, SP, SPA, SSO, SO, HO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.54(1)	Power to require the applicant to provide more information	CHP, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.54(1A)	Duty to give notice in writing of information required under s 54(1)	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.54(1B)	Duty to specify the lapse date for an application	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	MCD, CSP, PSP, STPP, AA, HO	
s.57(3)	Function of receiving name and address of persons to whom notice of decision is to go	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	MCD, CSP, PSP, STPP, 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.57A(5)	Power to refuse to amend application	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.57A(6)	Duty to note amendments to application in register	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.57B(1)	Duty to determine whether and to whom notice should be given	CMCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.57B(2)	Duty to consider certain matters in determining whether notice should be given	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.57C(1)	Duty to give copy of amended application to referral authority	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.58	Duty to consider every application for a permit	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.58A	Power to request advice from the Planning Application Committee	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.60	Duty to consider certain matters	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s60(1A)	Power to consider certain matters	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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.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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.62(1)	Duty to include certain conditions in deciding to grant a permit	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.62(2)	Power to include other conditions	MCD, CSP, PSP, SSP, SP, SPA, SSO, SO	
s.62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, 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, CSP, PSP, STPP, 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	
s.62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	MCD, CSP, PSP, STPP, 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 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SO, STSP, CCBS, Admin - CD, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.69(1A)	Function of receiving application for extension of time to complete development	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.69(2)	Power to extend time	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.70	Duty to make copy permit available in accordance with the public availability requirements	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.71(1)	Power to correct certain mistakes	MCD, CSP, PSP, STPP, 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.71(2)	Duty to note corrections in register	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.73	Power to decide to grant amendment subject to conditions	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.76A(1)	Duty to give relevant determining referral authorities copy of an amended permit and copy of notice	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, CCBS, Admin - CD, HO	
s.76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, CCBS, Admin - CD, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, 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, CSP, PSP, STPP, 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.83	Function of being respondent to an appeal	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.83B	Duty to give or publish notice of application for review	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.84(1)	Power to decide on application at any time after an appeal is lodged against failure to grant a permit	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.84(6)	Duty to issue permit on receipt of advice within 3 business days	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.84AB	Power to agree to confining a review by the Tribunal	MCD, CSP, PSP, STPP, AA, HO,	
s.86	Duty to issue a permit at order of Tribunal within 3 business days	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	MCS&C, MCD, CSP, CCCPS, CDC, PSP, STPP, AA, HOHO,	
s.90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	MCS&C, MCD, CSP, CCCPS, PSP, STPP, AA, CDC, SPEO, HO	
s.91(2)	Duty to comply with the directions of VCAT	MCD, CSP, PSP, STPP, 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.91(2A)	Duty to issue amended permit to owner if Tribunal so directs	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.93(2)	Duty to give notice of VCAT order to stop development	MCD, CSP, PSP, STPP, AA, SSP, SP, CDC, SPEO, HO	
s.95(3)	Function of referring certain applications to the Minister	GMCS&S, MCD, CSP	
s.95(4)	Duty to comply with an order or direction	MCD, CSP, PSP, STPP, 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 MPF.
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 MPF
s.96A(2) (amended)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	MCD, MCF, CSP	The request to prepare the amendment must be made under section 16A. Delegate must not agree to consider the application for the permit concurrently with the preparation of the proposed amendment unless it has made a decision under section 16B(a) to apply to the Minister for authorisation to prepare the amendment with or without changes, under section 16F.
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, MCF, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.96F	Duty to consider the panel's report under s 96E	MCD, MCF, CSP	
s.96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i>)	MCD, MCF, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.96H(3)	Power to give notice in compliance with Minister's direction	MCD, MCF, CSP	
s.96J	Duty power to issue permit as directed by the Minister	MCD, MCF, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.96K	Duty to comply with direction of the Minister to give notice of refusal	MCD, MCF, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s. 96Z (amended)	Duty to keep levy certificates and levy exemption certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate.	GMCS&S, MCD	
s.97C	Power to request Minister to decide the application	GMCS&S, MCD, CSP	
s.97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	MCD, MCF, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, CCBS, Admin – CD, 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, CSP	
s.97G(6)	Duty to make a copy of permits issued under s 97F available in Accordance with the public availability requirements	MCD, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, STSP, CCBS, Admin – CD, HO	
s.97L	Duty to include Ministerial decisions in a register kept under section 49	MCD, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, STSP, CCBS, Admin – CD, HO	
s.97MH	Duty to provide information or assistance to the Planning Application Committee	MCD, CSP, PSP, STPP, AA, HO	
s.97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	MCD, CSP	
s.97O	Duty to consider application and issue or refuse to issue certificate of compliance	MCD, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.97Q(4)	Duty to comply with directions of VCAT	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, HO	
s.97R	Duty to keep register of all applications for certificate of compliance and related decisions	MCD, CSP, PSP, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin - CD, HO	
s.98(1)&(2)	Function of receiving claim for compensation in certain circumstances	GMCS&S, MCD	
s.98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	GMCS&S, MCD	
s.101	Function of receiving claim for expenses in conjunction with claim	GMCS&S, MCD	
s.103	Power to reject claim for compensation in certain circumstances	GMCS&S, MCD	
s.107(1)	Function of receiving claim for compensation	GMCS&S, MCD	
s.107(3)	Power to agree to extend time for making claim	GMCS&S, MCD	
s.113 (2)	Power to request a declaration for land to be proposed to be reserved for public purposes	GMCS&S, MCD	
s.114(1)	Power to apply to the VCAT for an enforcement order	MCS&C, CCCPS, MCD, CSP, PSP, STPP, AA, SSP, SP, CDC, SPEO, HO	
s.117(1)(a)	Function of making a submission to the VCAT where objections are received	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, HO	
s.120(1)	Power to apply for an interim enforcement order where s 114 application has been made	MCS&C, CCCPS, MCD, CSP, CDC, PrO	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, CCCPS, CDC, MCD, CSP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, CSP, CDC, CCCPS	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, MCS&C, CCCPS, CSP, PSP, STPP, AA, SSP, SP, SPA, CDC, SPEO, STSP, CCBS, Admin – CD, AO(P), BSO(CSC), CAO, PRAO, HO,	
s.130(5)	Power to allow person served with an infringement notice further time	MCD, CSP, PSP, STPP, AA, CDC, SPEO, MCS&C, CCCPS, HO	
s.149A(1)	Power to refer a matter to the VCAT for determination	MCD, CSP, MCS&C, CDC, CCCPS, 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, CSP, PSP, CDC, STPP, AA, CCCPS, HO	
S.149B	Power to apply to the Tribunal for a declaration.	MCS &C, MCD, CSP, PSP, CDC, STPP, AA, CCCPS, 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, MCF, CSTP, STP	Where Council is the relevant planning authority.
s 158F	Power to make submissions in response to a directions panel	MCD, CSP, PSP, STPP, AA, HO	
s.171(2)(f)	Power to carry out studies and commission reports	MCD, MCF, CSTP, STP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.171(2)(g)	Power to grant and reserve easements	MCD, 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, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, MCF	
s.178	Power to amend 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, MCF	
s.178A(1)	Function of receiving application to amend or end an agreement	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, SSO, SO, STSP, CCBS, Admin – CD, HO	

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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, 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, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.178A(5)	Power to propose to amend or end an agreement	MCD, CSP, PSP, STPP, AA, SP, SSO, SO, SPA, HO	
s.178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	MCD, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.178B(2)	Duty to consider certain matters when considering proposal to end an agreement	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.178C(4)	Function of determining how to give notice under s 178C(2)	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, 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, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	If no objections are made under s178D Must consider matters in s.178B

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, CSP,	After considering objections, submissions and matters in s.178B.
s.178E(3)(d)	Power to refuse to amend or end the agreement	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, 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, CSP, PSP, STPP, 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, CSP, PSP, STPP, 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, 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, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements	MCD, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.181	Duty to apply to the Registrar of Titles to record the agreement	MCD, CSP,	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	MCD, CSP, PSP, STPP, 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, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.182	Power to enforce an agreement	MCS & C, MCD, CSP, CDC, SPEO, CCCPS	
s.183	Duty to tell Registrar of Titles of ending/amendment of agreement	MCD, CSP, PSP, STPP, 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, 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, CSP, PSP, STPP, AA, 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, CSP, PSP, STPP, AA, 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, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, STSP, Admin – CD, HO	
s.184G(2)	Duty to comply with a direction of the Tribunal	MCD, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, HO	
s.184G(3)	Duty to give notice as directed by the Tribunal	MCD, CSP, PSP, STPP, AA, SSP, SP, SSO, SO, SPA, STSP, Admin – CD, 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, CSP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, CSP, PSP, STPP, AA, SSP, SP, SPA, HO	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be altered or modified with Council's consent	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, HO	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be done subject to Council's prior consent or must not be done without Council's prior consent	MCD, CSP, PSP, STPP, AA, SSP, SP, SPA, HO	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing is required to be approved and or endorsed by Council	MCD, CSP, PSP, STPP, 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, CSP, STPP, PSP, STPP, AA, SSP, SP, SPA, HO	
-	Power to approve and or endorse 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, CSP, PSP, STPP, AA, SSP, SP, SPA, HO	
-	Power to give written authorisation in accordance with a provision of a planning scheme	MCD, CSP, PSP, STPP, 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, CSP	

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, 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, CSP, CSTP	
-	Power to respond to the Minister / State Government with respect to combined Planning Scheme amendments / permit applications under section 96	MCD, MCF, CSP, CSTP	
-	Power to respond to the Minister / State Government with respect to Planning Scheme Amendments	MCD, MCF, CSP, CSTP	
-	Power to respond to the Minister / State Government when a planning matter has been informally referred to Council	MCD, MCF, 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, CSP, CSTP	
s.201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	MCD, MCF	
s.201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under S 201UAB(1) as soon as possible	MCD, MCF	

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, EHO, SEHO, CHP,	
s.522(1)	Power to give a compliance notice to a person	MCD, EHO, 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	EMGC, GMC&C	
s.526(5)	Duty to keep record of entry by authorised officer under s 526	MCD, CHP, Admin – CD	
s.526A(3)	Function of receiving report of inspection	MCD, EHO, Admin – CD, CHP, SEHO, EHT	
s.527	Power to authorise a person to institute proceedings (either generally or in a particular case)	MCD, CHP	

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, MPF, MT	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, MPF	
s.11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	GMCS&S, GMIO, MPF, MT	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, MPF, MT	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, MPF	
s.12(10)	Duty to notify of decision made	GMIO, MPF	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, MPF	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, GMIO, MPF, MT	
s.14(7)	Power to appeal against a decision of the Head, Transport for Victoria	GMCS&S, GMIO, MPF, MT	
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, MPF	
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	
s.15(2)	Duty to include details of arrangement in public roads register	GMCS&S, GMIO, MPF, MT	
s.16(7)	Power to enter into an arrangement under s 15	GMCS&S, GMIO	
s.16(8)	Duty to enter details of determination in the public roads register	GMCS&S, GMIO, MPF, MT	
s.17(2)	Duty to register public road in public roads register	GMCS&S, GMIO, MPF, MT	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, MPF, MT	Where Council is the coordinating road authority.

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, MPF, MT	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, MPF, MT	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, GMCS&S, MPF, MT	Where Council is the coordinating road authority.
s.18(1)	Power to designate ancillary area	GMCS&S, GMIO	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, MPF	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, MPF	
s.19(4)	Duty to specify details of discontinuance in public roads register	GMIO, MPF	
s.19(5)	Duty to ensure public roads register is available for public inspection	GMIO, MPF	
s.21	Function of replying to request for information or advice	GMCS&S, GMIO, MPF, CAS, MAC, MT, CST	Obtain consent in circumstances specified in s 11(2).
s.22(2)	Function of commenting on proposed direction	GMCS&S, GMIO	
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	
s.22(5)	Duty to give effect to a direction under s 22.	GMCS&S, GMIO	
s.40(1)	Duty to inspect, maintain and repair a public road.	GMCS&S, GMIO, MOW, , CAS, MAC, CI&FM, MT, CST	
s.40(5)	Power to inspect, maintain and repair a road which is not a public road	GMCS&S, GMIO, MOW, MPF, CAS, MAC, MT, CST	
s.41(1)	Power to determine the standard of construction, inspection, maintenance and repair	GMCS&S, GMIO, MPF, CAS, MAC, MOW, MT, CST	
s.42(1)	Power to declare a public road as a controlled access road	GMCS&S, MT, 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, MT	Power of coordinating road authority and. Sch 2 also applies.

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, GMCS&S, MPF, MT	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, MT, 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, MT, 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, MOW, MT	
s.49	Power to develop and publish a road management plan	MOW, MPF, MT	
s.51	Power to determine standards by incorporating the standards in a road management plan	MOW, MPF, MT	
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, MOW, MPF, MT	
s.54(2)	Duty to give notice of proposal to make a road management plan	GMCS&S, GMIO, MOW, MPF, MT	
s.54(5)	Duty to conduct a review of road management plan at prescribed intervals	GMCS&S, GMIO, MOW, MT	
s.54(6)	Power to amend road management plan	GMCS&S, GMIO, MOW, MT	
s.54(7)	Duty to incorporate the amendments into the road management plan	GMCS&S, GMIO, MOW, MT	
s.55(1)	Duty to cause notice of road management plan to be published in the Victoria Government Gazette and newspaper	GMCS&S, GMIO, MOW, MPF, MT	
s.63(1)	Power to consent to conduct of works on road	GMIO, MPF, MOW, MT, CST, CTPP, TLTS&A, STÉ, 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, MPF, MOW, CI&FM, MT, CST	Where Council is the infrastructure manager.
s.64(1)	Duty to comply with cl 13 of Sch 7	GMIO, MPF, MOW	Where Council is the infrastructure manager or works manager.
s.66(1)	Power to consent to structure etc.	GMCS&S, GMIO, MT, MPF, CST, CTPP, TLTS&A	Where Council is the coordinating road authority.

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, MCD, MT, MT, MPF	Where Council is the coordinating road authority.
s.67(3)	Power to request information	GMCS&S, GMIO, MCD, MT, MT, MPF, CST, CTPP, TLTA, STE, TE	Where Council is the coordinating road authority.
s.68(2)	Power to request information	GMCS&S, GMIO, MCD, MT, MPF, CST, CTPP, TLTA, STE, TE	Where Council is the coordinating road authority.
s.71(3)	Power to appoint an authorised officer	Not delegated	
s.72	Duty to issue an identity card to each authorised officer	GMCS&S, EMGC	
s.85	Function of receiving a report from an authorised officer	GMCS&S, GMIO	
s.86	Duty to keep a register re s 85 matters	GMIO, GMCS&S	
s.87(1)	Function of receiving complaints	GMCS&S, GMIO	
s.87(2)	Duty to investigate complaint and provide report	GMCS&S, GMIO	
s.96	Power to authorise a person for the purpose of instituting Legal proceedings	GMCS&S, GMIO	
s.112(2)	Power to recover damages in court	GMCS&S, GMIO	
s.116	Power to cause or carry out inspection	GMIO, MPF, MOW, MT	
s.119(2)	Function of consulting with the Head, Transport for Victoria	GMCS&S, GMIO, MT, MPF, 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, MPF, MOW, MT, 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, MPF, MOW, MT, CST, CTPP, TLTA, STE, TE	
s.121(1)	Power to enter into an agreement in respect of works	GMCS&S, GMIO, MPF, MOW, CI&FM, MT, CST, CTPP	
s.122(1)	Power to charge and recover fees	GMCS&S, GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, STE, TE	
s.123(1)	Power to charge for any service	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, STE, TE	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 2 Cl 2(1)	Power to make a decision in respect of controlled access roads	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, STE, TE	
Sch 2 Cl 3(1)	Duty to make policy about controlled access roads	GMCS&S, MT	
Sch 2 Cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	GMCS&S, MT	
Sch 2 Cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	GMCS&S, MT	
Sch 2 Cl 5	Duty to publish notice of declaration	GMCS&S, GMIO, MT, MPF	
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, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, 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, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, STE, 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, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, STE, 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, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, STE, 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, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, STE, 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, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA	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, MT, MPF, MOW, CI&FM, CST, CTPP, TLTA, STE	Where Council is the coordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 7 CI 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA	Where Council is the coordinating road authority.
Sch 7 CI 12(5)	Power to recover costs	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA	Where Council is the coordinating road authority.
Sch 7 CI 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Sch 7, CI 13(2)	GMCS&S, GMIO, MT, MPF, MOW, CI&FM	Where Council is the works manager.
Sch 7 CI 13(2)	Power to vary notice period	GMCS&S, GMIO, MT, MPF, MOW, CI&FM	Where Council is the coordinating road authority.
Sch 7 CI 13(3)	Duty to ensure works manager has complied with obligation to give notice under Sch 7, CI 13(1)	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST	Where Council is the infrastructure manager.
Sch 7 CI 16(1)	Power to consent to proposed works	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA, STE, TE	Where Council is the coordinating road authority.
Sch 7 CI 16(4)	Duty to consult	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA	Where Council is the coordinating road authority, responsible authority or infrastructure manager.
Sch 7 CI 16(5)	Power to consent to proposed works	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA, STE, TE	Where Council is the coordinating road authority.
Sch 7 CI 16(6)	Power to set reasonable conditions on consent	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA, STE, TE	Where Council is the coordinating road authority.
Sch 7 CI 16(8)	Power to include consents and conditions	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA, STE, TE	Where Council is the coordinating road authority.
Sch 7 CI 17(2)	Power to refuse to give consent and duty to give reasons for refusal	GMCS&S, GMIO, MT, MPF, MOW, CIM&S, CST, CTPP, TL TSA, STE, TE	Where Council is the coordinating road authority.
Sch 7 CI 18(1)	Power to enter into an agreement in relation to	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA, STE	Where Council is the coordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 7 CI 19(1)	Power to give notice requiring rectification of works	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA	Where Council is the coordinating road authority.
Sch 7 CI 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, MT, MPF, MOW, CI&FM, CST	Where Council is the coordinating road authority.
Sch 7 CI 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	GMCS&S, GMIO, MT, MPF, MOW, CI&FM, CST, CTPP, TL TSA, STE, TE	Where Council is the coordinating road authority.
Sch 7A CI 2	Power to cause street lights to be installed on roads	GMCS&S, GMIO, MT, MPF, CST, CTPP, TL TSA,	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road.
Sch 7A CI 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	GMCS&S, GMIO, MT, MPF, CST, CTPP	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, MT, MPF, CST, CTPP	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, MT, MPF, CST, CTPP	Duty of Council as the responsible road authority that installed the light (re: installation costs) and where Council is the relevant municipal Council (re: operating costs).

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.6	function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme.	GMCS&S, MCF, CSTP, STP	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	MCD, MCF, CSTP, CSP, PSP, STPP, 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, MCF, CSTP, CSP, PSP, STPP, 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, MCF, CSTP, CSP, PSP, STPP, AA, SSP, SSO, SO, SP, SPA, STP, STSP, CCBS, Admin - CD, 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.

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, 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, CSP	

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 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, EHO, EHT, Admin – CD	
r 11	Function of receiving application for renewal of registration	CHP, SEHO, EHO, EHT, Admin – CD	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	CHP, SEHO, EHO	
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, EHO, EHT, Admin – CD	
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, EHO	
r 12(4) & (5)	Duty to issue certificate of registration	CHP, SEHO, EHO, EHT, Admin – CD	
r 14(1)	Function of receiving notice of transfer of ownership	CHP, SEHO, EHO, EHT, Admin – CD	
r 14(3)	Power to determine where notice of transfer is displayed	CHP, SEHO, EHO, EHT,	
r 15(1)	Duty to transfer registration to new caravan park owner	CHP, SEHO, EHO, EHT, Admin – CD	
r 15(2)	Duty to issue a certificate of transfer of registration	CHP, SEHO, EHO, EHT, Admin – CD	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	CHP, SEHO, EHO, 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, EHO, EHT, Admin – CD	
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, EHO	

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(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, EHO, EHT	
r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	CHP, SEHO, EHO, 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, EHO, 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, EHO, EHT	

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, MOW	
r.9(2)	duty to produce written report of review of the road management plan and make report available	GMIO, 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, 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, MOW, MPF	
r.13(1)	duty to publish notice of amendments to road management plan	GMIO, 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, MOW	
r.16(3)	power to issue a permit	MPF, MOW, CI&FM, MT, CST, CTPP, TLTSA, STE, TE	Where Council is the coordinating road authority
r.18(1)	power to give written consent re damage to road	GMCS&S, MT, MOW	Where Council is the coordinating road authority
r.23(2)	power to make a submission to Tribunal	GMCS&S, MCS&C, MT	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, MT, CST, CTPP, 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, MT	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, MT	Where Council is the responsible road authority.
r.25(5)	power to recover in the Magistrates' Court, expenses from the person responsible	MOW, Service Manager or Coordinator	

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	MPF, MT, 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	MPF, MT, CST, CTPP, TLTA, STE	Where Council is the coordinating road authority.

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

Achy Kalinga	Jolyon Boyle
Alex McKenna-Cocks	Justin Scriha
Ann Taylor	Karen La
Anne Howard	Kerrie Hogan
Carmela Tornatore	Marisia Hammerton
Chad Griffiths	Matthew Cullen
Cody Armstrong	Meredith Proctor
Daniel Croker	Michael Papathanasiou
David Carmona	Otto Sargent
Deniz Yener-Korematsu	Patrycia Menko
Erika Grossek	Paul Hayes
Eve Wolstencroft	Paul Moriarty
Fiona Bergin	Rachel Ollivier
Gareth Wilson	Shannon Clarence
Hamish Jacobsen	Stephen Wildsmith
Hannah Pastrana	Stevie Meyer
Harrison Smith	Tom Ladson
Harry Gange	Vina Belarmino
Jack Martorana	Yasmine Ahmed

By this instrument of appointment and authorisation Darebin City Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - authorises the officers to carry out the duties or functions and to exercise the powers of an authorised officer under the *Planning and Environment Act 1987*; and
2. under section 313 of the *Local Government Act 2020* authorises the officers either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked.

This instrument is authorised by a resolution of the Darebin City Council made on _____

The COMMON SEAL of
DAREBIN CITY COUNCIL

was affixed on _____

with the authority of the Council:

Signed by the Mayor _____

in the presence of:

Witness: _____

Date: _____

Signed by the Chief Executive Officer of Council _____
in the presence of:

Witness: _____

Date: _____

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TABLE 1: SUMMARY OF VCAT DECISIONS – JULY 2026

	Number of VCAT Decisions	Percentage of decisions upheld (as reported to LGPRF*)
Council decisions	3**	0/3 (0%) **
Delegate decisions	12	10/12 (83.3%) ***
All decisions	15	66.6%

Comment on performance and trends.

Council received eighteen (18) decisions since the previous VCAT report to the Planning Committee on 10 November 2025, of which 72% were determined in Council's favour.

Three (3) of these decisions are not included within the statistics reported to the Local Government Planning Reporting Framework (LGPRF), being two (2) s87 cancellation appeals struck out by the Tribunal, and one (1) s149 Determination Appeal which saw Council's decision to not endorse plans upheld. Accordingly, Table 1 above only counts LGPRF reported decisions. This has also complicated the calculation of the percentage of decision upheld.

The number of VCAT decisions remains low, consistent with the ongoing decline in planning appeals lodged with the Tribunal since 2020. This trend reflects legislative reforms that have reduced third-party notice and appeal rights, including the introduction of "deemed to comply" standards under revised Clauses 54 and 55, two-dwelling VicSmart provisions, and changes transferring decision-making responsibility for larger planning proposals to the Department of Transport and Planning.

In terms of appeal types, section 82 (Objector) appeals make up most applications to VCAT (though these are expected to reduce in future as discussed above). Many of these appeals relate to medium density housing developments within the General Residential Zone. As highlighted in Table 2 it is not uncommon for these matters to be resolved via mediation through agreement of the parties, including resident parties.

Council's performance at the Tribunal excelled at a delegated level, with over 80% of delegated decisions upheld or settled, with two (2) section 82 (Objector) appeals struck out by the Tribunal prior to a hearing.

Council's performance at the Tribunal remains broadly comparable with that of similar metropolitan municipalities. Notably, over the past three financial years, the proportion of Council decisions upheld at VCAT sits at around 70% of Darebin decisions upheld compared with an average of around 60% across all councils.

Contents of Table 1

Table 1 includes VCAT decisions as collated by the LGPRF. Column 3 of Table 1 provides the results as reported to LGPRF.

Notes on Table 1

Council decisions are decisions made by the Planning Committee.

PLANNING COMMITTEE MEETING

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Delegate decisions are decisions made under Council's delegation instrument by Planning Officers in the Statutory Planning Unit.

Council and delegate decisions are both decisions of the Responsible Authority.

Column 3 summarises VCAT decision types and outcomes reported to the Local Government Performance Reporting Framework (LGPRF), including all mediated outcomes.

Withdrawn appeals and some less common VCAT application types are not reported to LGPRF (e.g. s87 applications to the Tribunal to amend or cancel a permit and s149 declaration proceedings). This financial year to date, there have been three (3) Tribunal appeals that are not reported to LGPRF. Two (2) were S87 appeals and were dismissed by the Tribunal and one a S149 declaration proceedings (details available in **Table 2).*

***Council decisions to refuse planning applications D/10/2020/A and POD/1/2007/J for 1056-1140 Plenty Road BUNDOORA were called in from VCAT by the Minister for Planning who decided to overturn Council's decision to refuse the application (details available in **Table 2**).*

****Council was required to refuse the application to remove the restrictive covenant due to an objection from a beneficiary. However, during the proceedings, the beneficiaries objecting to the application were deemed to not be beneficiaries of the covenant. Therefore, Council changed its position from refusal to support. The tribunal decision to set aside Council's refusal is still considered to uphold Council's decision to support the proposal (details available in **Table 2**).*

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TABLE 2: SUMMARY OF VCAT DECISIONS ISSUED SINCE LAST REPORT TO COUNCIL (FINANCIAL YEAR 2025-2026)

Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/10/2020/A & POD/1/2007/J P1297/2024 & P1296/2024	1056-1140 Plenty Road BUNDOORA	S72 to allow for mixed use development comprising restricted retail and residential	Refusal	Council	S77	-	-	No (Set Aside)
In appeals P1297/2024 & P1296/2024, Council resolved to refuse an application to amend a Development Plan (POD/1/2027/J) and associated planning permit D/10/2020, which approved the construction of an 8–9 storey residential hotel and a 5–6 storey office building and associated car parking. The proposed amendment sought to remove the office and residential hotel components and replace them with a build-to-rent (BTR) development comprising 253 apartments, together with retail, leisure and recreation facilities. The amendment also proposed a reduction in car parking provision from 227 spaces to 155 spaces. Prior to the Tribunal hearing, the Minister for Planning called in the applications. The Governor in Council subsequently accepted the Minister's recommendation and approved both applications. As the applications were called in, neither Council nor the Tribunal remained the responsible authority for determining the applications. The Priority Project Standing Advisory Committee did not support Council's submissions opposing the proposed amendments. In particular, the Committee considered that the North East Corridor Strategic Plan (NECSP), relied upon by Council in its assessment, was outdated as it was based on strategic policies from 1995–1996. The Committee nevertheless found that the proposal remained consistent with the relevant elements and objectives of the NECSP. Ultimately, the Committee concluded that the proposed amendments to the Development Plan were strategically justified and supported, and that the subject site represented a significant opportunity for residential development.								

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Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/648/2023 P102/2025	34 & 34A George Street RESERVOIR	Partial demolition and buildings and works for up to twenty-four (24) dwellings of up to three (3) storeys and a reduction in the required provision of car parking	Support	Delegated	S82	Hearing	Varied	Yes
In appeal P102/2025, Council received a Section 82 objector appeal against its decision to grant a permit for the construction of twenty-four (24) dwellings of up to three storeys in height, including the partial demolition and restoration/conversion of an existing heritage church building into a dwelling, and a reduction in the required car parking provision. The objectors' grounds of appeal raised concerns relating to neighbourhood character, landscaping, visual bulk, car parking, overshadowing, overlooking, private open space provision, and impacts on the existing street tree. The Tribunal supported Council's position finding that amendment VC283 (Housing Statement) provided increased strategic support for the proposed density and the retention and restoration of the former heritage church building. The Tribunal considered the adaptive reuse of the heritage building to be a positive planning outcome. The Tribunal disagreed with the objectors' contention that the proposal represented an overdevelopment of the site, noting the site's substantial size (approximately 3,000 square metres) and its proximity to public transport, including Reservoir Train Station. The Tribunal found that the overall siting and design of the development was appropriate, with the exception of townhouse No. 5, which was considered inconsistent with the established streetscape character due to the visual impact of the double-storey boundary wall. To address this concern, the Tribunal required a modification to townhouse No. 5, including the deletion of a first-floor bedroom and its replacement with a balcony to reduce the visual impact on the streetscape. The Tribunal also did not support the objectors' concerns regarding the reduced car parking, finding that the provision of one (1) car parking space per dwelling was appropriate given the site's location and access to public transport.								

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The majority of Council's conditions were upheld, with the exception of the condition restricting dwellings to no more than three (3) bedrooms, which the Tribunal removed due to concerns regarding its enforceability.

Overall, the Tribunal supported Council's decision to approve the development, subject to amended permit conditions.

Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/101/2023 P319/2025	163 Mahony's Road RESERVOIR	Two dwellings and covenant variation	Support		S77		Set Aside	Yes

In appeal P319/2025, the permit applicant sought to vary a restrictive covenant which limits development to one (1) dwelling per lot (a single dwelling covenant). This type of covenant is common throughout properties within the Merrilands Estate in northwest Reservoir. Objections were received from adjoining properties claiming to be beneficiaries of the covenant.

The permit applicant subsequently appealed Council's refusal to grant a permit for the construction of two (2) single-storey dwellings on the land. During the Tribunal proceedings, it was established that the objectors who had joined the appeal were not beneficiaries of the covenant and that no beneficiaries had become parties to the proceeding. Following this clarification, Council amended its position from refusal to support, subject to appropriate conditions.

The objectors maintained their position, raising concerns regarding amenity impacts, car parking provision, overlooking, landscaping and the implications of responding to Council's and Melbourne Water's flood mapping requirements. The Tribunal did not accept these concerns, finding that the proposal satisfied the applicable car parking requirements and, given the single-storey built form, would not result in unreasonable overlooking impacts. The Tribunal also supported Council's recommendation to include a condition requiring the finished floor levels achieve the required flood clearance.

In determining whether the restrictive covenant should be varied to allow the construction of two dwellings, the Tribunal was satisfied that the modest scale and nature of the proposal was unlikely to result in material detriment to any beneficiaries of the covenant. The Tribunal adopted Council's draft conditions in full and set aside Council's original refusal decision.

Notwithstanding the Tribunal's decision, it is considered that Council's position was ultimately supported, as Council amended its position to support the application once it was established that the covenant restrictions no longer prevented approval.

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Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/584/2024 P544/2025	394 High Street NORTHCOTE	Construction of an electronic sign	Refusal	Delegate	S77	Hearing	Set Aside	No
In appeal P544/2025, the Tribunal set aside Council's refusal to grant a permit for the display of an electronic promotion sign on the roof of the existing building at 394 High Street Northcote. Council considered the sign to be inappropriate due to its scale, visual dominance, illumination, location and inconsistency with the local character. Council also concluded that the proposal would have an unacceptable impact on residential amenity, streetscape quality, pedestrian experience and the commercial character of High Street. The Tribunal did not agree with Council's assessment that this section of High Street is characterised by a low-scale or lower-intensity built form, nor was it persuaded that a strong visual continuity defines the character of this part of the street. Instead, the Tribunal found that the sign would be compatible with the emerging character of the streetscape and surrounding setting and would not create visual clutter or visually dominate the building on which it is located. In relation to illumination, the Tribunal was satisfied that the sign could operate appropriately subject to conditions. These included the installation of a baffle to minimise light spill towards the nearby apartment building and a restriction limiting the sign's illumination to between 6:00 am and 12:00 am. Accordingly, the Tribunal set aside Council's refusal and directed that a permit be issued subject to conditions.								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/520/2021 P629/2025	102 Perry Street FAIRFIELD	Council S87a amendment	Support	Delegated	S87A	Preliminary Hearing	Settled	Yes

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		request to resolve footpath issues						
In appeal P629/2025, Council sought to amend Planning Permit D/520/2021 to address an issue relating to a strip of land along the Kennedy Street frontage, measuring approximately 330 mm to 390 mm in width, which contains an existing public footpath. Prior to the hearing, Council and the permit applicant reached agreement that the public footpath would remain in situ and that the proposed development would be setback from the identified strip of land. This matter was resolved through an amendment to the permit conditions, with the Tribunal adopting the agreed condition.								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/374/2004/F P692/2025	63-71 Plenty Road PRESTON	Amend the Planning Permit for an 11-storey mixed-use apartment building to include an additional level.	Refusal	Delegate	S79	Hearing	Refusal	Yes
In appeal P692/2025, the permit applicant sought review under section 79 of the Act, against Council's failure to determine an application to amend Planning Permit D/374/2004 within the statutory timeframe. The proceeding was complex due to the extensive planning history of the site, with the original permit dating back to 2006 and having been the subject of numerous amendments and extensions of time. Council's position was that the permit had effectively run its course and should not be amended further or proceed in any form. The appeal involved several Practice Day Hearings, including consideration of issues arising from the fact that no endorsed plans had ever been issued for the most recent permit amendment approved in 2019 (refer to appeal P1119/2025 below). Council opposed the amendment on several grounds, including that the application was not supported by sufficient information to demonstrate compliance with the relevant planning policy, that the additional level would be excessive in height and scale, resulting in unreasonable visual bulk and reduced daylight to the adjoining property at 277 Raglan Street, and that it would exceed the mandatory height controls contained in the Design and Development Overlay – Schedule 3 (DDO3). The permit applicant relied on expert urban design evidence, which argued that the additional level had been appropriately designed and remained consistent with the existing permit approval.								

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The Tribunal ultimately refused to amend the permit. While it did not accept Council's concerns regarding overshadowing and overlooking, finding that these impacts on the adjoining apartment building had been appropriately resolved, it concluded that the proposed upper level represented an unsatisfactory design outcome. In particular, the Tribunal found that the redesign required to achieve compliance with the mandatory DDO3 height controls resulted in an upper level that was inconsistent with the approved architectural composition and failed to deliver the high-quality urban design and visual amenity outcomes sought by the objectives of DDO3. Accordingly, the application to amend the permit was refused.

Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/315/2018/A P880/2025	11 Euson Avenue NORTHCOTE (Lot 16)	S72 related to construction of one dwelling	Support	Delegate	S82	Refuse	Set Aside	No

In appeal P880/2025, Council resolved to issue an amended permit to approve changes to the internal layout, external materials, colours, finished floor levels and design details associated with the construction of a double-storey dwelling on a lot less than 300 square metres. The application sought retrospective approval after it was identified that the dwelling had not been constructed in accordance with the endorsed plans. The principal changes included infilling the chamfered roof form of the rear double-storey garage/workshop, replacing the curved 1.7-metre-high vertical mesh screen with a squared design, and amendments to external materials and finishes. An objector appealed Council's decision, raising concerns regarding the extent and impacts of the changes.

Early in the proceeding, the Tribunal remitted the matter back to Council after determining that the proposed amendments were too extensive and that the plans submitted with the application did not accurately reflect the development as constructed. The Tribunal directed the permit applicant to provide revised plans that clearly and comprehensively identified every departure from the endorsed plans in a precise and prescriptive manner before the matter proceeded further.

During the hearing, the objectors also questioned whether the development had been completed in accordance with the permit, given the extent of the departures from the endorsed plans. The Tribunal was satisfied that the development had been substantially carried out in accordance with the permit and found that the remaining unresolved works were relatively minor.

In ultimately determining the appeal, the Tribunal placed significant weight on the visual impact of the amended development on the Merri Creek environs. It noted that the unauthorised removal of trees on the adjoining property had increased the visibility of the dwelling from public vantage points along the Merri Creek shared path. In particular, the Tribunal found that the proposed change from recycled brick to grey rendered walls would increase the prominence of the building, creating an expansive blank wall that was inconsistent with the objectives of the

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Merri Creek Development Guidelines. On this basis, the Tribunal concluded that the amended design would not achieve an appropriate interface with the Merri Creek corridor and refused to amend the permit.								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/36/2025 P917/2025	8 Lyonsville Avenue PRESTON	Construction of two or more dwellings and reduction of car parking	Support (NOD)	Delegate	S82	PDH	Struck Out	Yes
In appeal P917/2025, the Tribunal summarily dismissed the objector's application for review under section 75(1) of the <i>Planning and Environment Act 1987</i>, finding that the proceeding was misconceived and lacking in substance. Following the lodgement of the application, the permit applicant submitted amended plans pursuant to section 50 of the Act to enable the proposal to be assessed under the Townhouse and Low-Rise Code introduced by Amendment VC267. The Tribunal agreed that the amended planning provisions applied to the proposal and found that it achieved deemed to comply status against the relevant standards. The Tribunal determined that the objector's review grounds—relating to overshadowing and solar access to private open space, overlooking and privacy, neighbourhood character, and visual bulk—were all matters for which the proposal was deemed to comply. As a consequence, the objector had no review rights in relation to those aspects of the proposal. The Tribunal also noted that the objector had not raised any substantive concerns regarding the proposed reduction in car parking, which remained the only aspect of the application capable of review. It concluded that any appeal based solely on the car parking reduction and its associated impacts would be weak and untenable. Accordingly, the Tribunal summarily dismissed the proceeding under section 75(1).								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?

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D/965/2004/B P938/2025	2A Hamilton Street ALPHINGTON	S72 – Amend condition to allow operable non- habitable bathroom window	Support	Delegate	S29	PDH	Struck Out	Yes
As reported in the previous summary dated 10 November 2025, the objector to Council's decision to amend Planning Permit D/965/2004 to allow the operability of a bathroom (non-habitable room window) sought to have the permit cancelled under Section 89 of the Act. The Tribunal noted in their justification for refusing to consider the cancellation appeal, that to cancel a permit would be to cancel the permit in its entirety for the three (3) since constructed dwellings that form part of the original permit. In addition, the Tribunal noted that the cancellation appeal was not brought to the attention of the Tribunal as soon as practicable, and that there is little utility in considering the substance of any arguments regarding whether the person bring the application was entitled to be given notice.								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/197/2025 P968/2025	25 Plow Street THORNBURY	Demolish/remove a building & construct/carry out works within a Heritage Overlay	Support (NOD)	Delegate	S82	CC	Varied	Yes
In appeal P968/2025, Council's decision to approve the partial demolition and extension to the rear of the dwelling was subject to an objector appeal on grounds that the proposed extension would result in unreasonable overlooking. As the subject site is over 300 square metres, heritage matters were the only relevant consideration. Requirements relating to overlooking were not relevant planning considerations in this matter. Prior to the compulsory conference, the permit applicant circulated amended plans that included the removal of the second storey addition, deletion of the storage shed and changes to the location and shape of the pool. The amended plans were accepted by all parties and the matter was settled.								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final

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								position upheld?
D/850/2021 P1000/2025	84-86 Bastings Street NORTHCOTE	87A appeal - building height changes (basement and ground floor levels), reconfiguration of townhouses, facade changes and additional 3 parking spaces	Support	Delegated	S87A	CC	Settled	Yes
In appeal P1000/2025, the permit applicant sought to amend the planning permit for the construction of 47 townhouses through the Tribunal process under section 87A of the Act. The proposed amendments primarily related to the reconfiguration of the basement, including a reduction in the number of car stackers and the introduction of tandem garages. These changes resulted in an increase of three (3) car parking spaces, bringing the total provision to 99 spaces. The basement changes also resulted in consequential changes to the internal layout of townhouses within Rows B, C and D, as well as reduced setbacks to Row C along the eastern boundary and Row D along the southern boundary for Units 40–44. Other proposed changes included the introduction of a substation at the north-east corner of the site, revised service locations and fire service cupboards, a security gate at the shared pedestrian entrance, rationalisation of window designs and external materials, amended landscaping treatments (including a reduction in tree planting and changes to surface treatments), and revised internal fencing and courtyard treatments. During the compulsory conference, concerns were raised by the parties, including Council, regarding aspects of the proposed amendments. Following negotiations, a number of changes were agreed to improve the design outcome and address outstanding issues. These included reducing the visual prominence of the proposed substation through the introduction of a 4.5-metre setback to Bastings Street, providing an entry canopy to improve weather protection for residents and access to the fire protection panel, and the provision of durable materials and appropriate landscaping. Further negotiations between the permit applicant and objector parties resulted in additional changes, including increased setbacks and a reduction in building height for Unit 47, as well as strengthened tree protection measures for existing trees located along the rear boundary adjoining Westgarth Primary School.								

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All outstanding matters were addressed through revised plans and permit conditions. The proceeding was ultimately resolved by agreement between all parties.								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/67/2001/C P1041/2025	319-325 High Street NORTHCOTE	S72 amend conditions to allow 24-hour use and buildings and works in commercial zone	Refusal	Council	S77	Hearing	Set Aside	No
In appeal P1041/2025, Council opposed buildings and works associated with the operation of a 24-hour McDonald's restaurant. Council's decision to refuse to grant a permit was made at the Planning Committee meeting held on 10 November 2025 (contrary to officer recommendation), with Council engaging Maddocks Lawyers to assist in preparing and presenting its case before the Tribunal. Prior to the hearing, it was clarified that the proceeding was not concerned with whether McDonald's should be permitted to operate within Northcote. The Tribunal noted that the use of the land for a convenience restaurant is a permissible "as of right" use within the Commercial 1 Zone and does not require a planning permit. Accordingly, during the Practice Day Hearing, the grounds relating to the appropriateness of the proposed McDonald's use were struck out. Council's remaining position focused on the proposed loading bay arrangements, including concerns regarding pedestrian safety and the suitability of truck movements through the adjoining public car park. The Tribunal ultimately found that the proposed built form changes would achieve an acceptable outcome and that the level of surveillance provided to the public realm, including the public walkway, was adequate. In considering the Design and Development Overlay – Schedule 14 (DDO14), the Tribunal found that the overlay did not seek to encourage activation or surveillance of the rear car park, noting that the existing context consists largely of rear loading areas and car parking associated with businesses fronting High Street. While acknowledging that the proposal would reinforce this existing condition, the Tribunal considered that the proposal would activate this section of the public car park and noted the benefit of redeveloping a site that had remained vacant for several years. In relation to the loading bay, the Tribunal was satisfied that the proposed truck movements would not result in unreasonable impacts on pedestrian or vehicle safety. The Tribunal considered that the proposed arrangement would facilitate safer and more convenient truck access, with the expected volume of truck movements being low at approximately two vehicles per day.								

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The Tribunal also amended the permit conditions to allow the proposed 24-hour operation by removing the existing restriction limiting the café/restaurant operation to between 6:00 am and 3:00 am, seven days per week. A condition requiring plant and equipment on the roof to not be visible from the street or adjoining properties was also deleted, as it was identified that the existing condition was not being achieved and the proposed works would result in an improved outcome, with plant equipment only partially visible from High Street.

Further amendments to the permit included the removal of outdated restrictions relating to live music and references to superseded environmental legislation, with no objection from the parties. The permit preamble was also amended to accurately reflect the relevant permit triggers applicable to the site.

Additional conditions sought by Council to manage the amended permit and endorsed plans were supported by the permit applicant. These included a requirement for the endorsement of a Waste Management Plan, with waste collection to be undertaken in accordance with applicable Environment Protection Authority (EPA) requirements.

Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/191/2025 P31/2026	88-92 Cramer Street PRESTON	Construction of a canopy over a car park associated with a place of assembly.	Support (NOD)	Delegate	S82	PDH	Struck Out	Yes

In appeal P31/2026, a neighbour to the existing place of worship appealed Council's decision to grant a permit for the construction of a canopy above the existing car park. A Practice Day Hearing was held to determine whether the objector's grounds were misconceived and lacking in substance. During the practice day hearing, the objector made oral presentations that reiterated their concerns relating to the use of the land as a place of worship (Mosque) including prejudicial comments relating to the ethnicity of the attendees and their faith. The Tribunal agreed with the Permit applicant that the application for review lacked merit and has no real prospect of success and consequently struck out the appeal.

Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
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D/374/2004 P1084/2025	63-71 Plenty Road PRESTON	Cancellation of planning permit - D/374/2004	Oppose	N/A	S89	PDH	Struck Out	Yes
In appeal P1084/2025 representatives of the owners and occupants of the apartment building adjacent to the subject site sought to have planning permit D/374/2004 cancelled. The applicants for review (objectors) are also parties to the other appeals associated with this Permit: P692-2025 and P119/2025. During a practice day hearing, the Tribunal refused the application as the cancellation appeal was not brought to the attention of the Tribunal as soon as practicable, after the amended permit was issued by Council in 2019.								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
CON/289/2025 P1119/2025	63-71 Plenty Road PRESTON	Endorse the plans for an 11-storey mixed-use apartment building	Refusal	Delegate	S149	Hearing	Refusal	Yes
In appeal P1119/2025, the permit applicant and Council identified that no endorsed plans have been issued for the 2019 amended permit. Therefore, the permit applicant sought to have the plans endorsed while the proceedings of P692/2025 was ongoing. Council were concerned that the provided Sustainable Management Plan (SMP) relied on outdated and unverified ESD initiatives. The Tribunal disagreed with Council and found the SMP to be generally in accordance with SMP dated from 2016. However, the Tribunal concluded that there were too many changes required to the plans and documents filed with the review application to make a decision and therefore, decided to affirm Council's position to not endorse the plans. Furthermore, the Tribunal concluded that the plans do not need to be endorsed to decide the other hearings for which this application is subject to.								
Council & VCAT references	Address	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?

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D/219/2025 P59/2026	15-17 Strettle Street & 115 Fyffe Street THORNBURY	Development of an aged care facility	Support	Delegate	S82	CC	Settled	Yes
In appeal P59/2026, the proposal involved the expansion of the existing St Paul's Hostel, an aged care facility operated by Antonine Sisters Aged Care Services, which currently accommodates 60 residents. The proposal sought the demolition of the existing dwelling at 115 Fyffe Street and the construction of an extension to the Fyffe Street module, comprising a two-storey building that increases to three storeys at the Fyffe Street frontage due to the slope of the land. The proposal included 20 additional aged care rooms, increasing the overall capacity of the facility to 80 rooms, together with associated services and facilities required to support the expanded operation. The development also proposed six additional car parking spaces at ground level and 12 spaces within a new basement level, resulting in a total provision of 22 car parking spaces. A joint section 82 objector appeal was lodged by 25 objectors, with grounds including impacts on neighbourhood character, amenity impacts on surrounding residential properties, and traffic and access safety concerns. Following discussions between the joint objector parties, Council and the permit applicant, negotiations were undertaken to address the outstanding concerns. The parties reached agreement through a consent order, with the proceeding resolved subject to conditions addressing traffic management requirements, the provision of additional on-site car parking, and revised overlooking treatments to improve the interface with adjoining residential properties.								
Council & VCAT references	Address & ward	Proposal	Council position	Council or Delegate decision?	VCAT application type*	Hearing type**	VCAT decision	Was Darebin's final position upheld?
D/351/2025 P124/2026	50 Tunaley Parade RESERVOIR VIC 3073	Construct two or more dwellings on a lot (two double storey dwellings)	Oppose	Delegate	S80	CC	Settled	Yes
In appeal P124/2026, the permit applicant sought a review under section 80 of the <i>Planning and Environment Act 1987</i> in relation to conditions included on the Notice of Decision to Grant a Planning Permit for the construction of two (2) dwellings on a lot. The permit applicant sought to challenge a number of permit conditions relating to external materials, landscaping, window placement and tree protection requirements. During the compulsory conference process, Council reviewed the contested conditions and agreed to remove several								

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conditions where they were not considered to be directly required to achieve relevant planning scheme outcomes. However, Council maintained the majority of the conditions that the permit applicant sought to have removed, where they were considered necessary to ensure an appropriate development outcome.

The matter was ultimately resolved through negotiation, with the outcome considered to represent an appropriate balance between the efficient use of Council resources, the timely resolution of the proceeding, and achieving a positive planning outcome for the broader community and adjoining residents.

Notes on Table 2

**VCAT appeal types explained:*

***S77** – Section 77 Application for review of Council’s refusal to grant a planning permit, by the applicant.*

***S78** – Section 78 Application for review of notice or information requirements requested by Council, by the applicant.*

***S79** – Section 79 Application for review of Council’s failure to determine the application within the 60-day statutory timeframe, by the applicant.*

***S80** – Section 80 Application for review of Council’s conditions on a planning permit, by the applicant.*

***S81** – Section 81 Application for review of Council’s decision to not extend a planning permit, by the applicant.*

***S82** – Section 82 Application for review of Council’s decision to support a proposal, by objectors.*

***S87A** – Section 87A Application to amend a permit issued at direction of Tribunal.*

***S114** – Section 114 Application for enforcement order*

***S120** – Section 120 Application for interim enforcement orders*

***VCAT hearing types explained:*

***Practice Day Hearing (PDH)** – Administration hearing - VCAT gives direction on how the case will proceed, sets dates, discusses preliminary legal issues, etc*

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Compulsory Conference (CC) – Prior to the full hearing, parties confidentially discuss ways to resolve the case with the help of a VCAT member, may result in a mediated outcome being reached.

Hearing – VCAT hearing where parties present their case, and the decision is made after consideration by VCAT.

None (decision made on the papers) – decision reached without the need for a hearing, usually where parties reached a mediated outcome outside of the Tribunal or where an appeal is withdrawn or struck out for administrative reasons.

Major Case (MC) – Major cases are heard sooner and can reach a resolution quicker than other planning cases. Most cases are eligible to be heard as a major case, but one of the parties must pay higher fees. Applications for review under Sections 77, 79, 80 and 82 are all eligible.

Short Case (SC) – These are cases which are not complex and can be handled in a short amount of time, typically involving limited issue/s and less parties. These cases are heard sooner, and decisions are typically made orally at the hearing.



Darebin City Council Art Collection Policy 2023-2026	
1. Purpose	This Policy provides a framework for the acquisition and management of artworks and heritage items that comprise the Darebin art Collection (herein known as “the collection”). Darebin Council acknowledges the valuable social and cultural heritage of the collection. The collection inspires, informs, engages, and connects our community in an appreciation of contemporary visual arts and heritage. The collection forms a visual record of the issues and ideas that are important to the community at a particular time.
2. Scope	Darebin City Council owns and manages the collection and acts as a custodian on behalf of the Darebin community. The policy scope applies to: • Further developing the collection aligned with acquisition criteria. • Increasing access and engagement with, and knowledge of the collection through exhibitions and public programs. • Maintaining, preserving and conserving the collection. • Documenting the collection. • Positioning Darebin City Council as a leader in supporting contemporary visual arts through the delivery of its acquisitive art award, the Darebin Art Prize. • Increasing funding and donations to grow the collection. • Delivering public gallery professional standards in collection management. Internally facing, the policy outlines the purpose and management of the collection using best practice principles and processes. The policy provides guidance on the collection acquisition, conservation, access, display, borrowing and loaning and deaccessioning.



3. Policy context	Darebin Council Plan 2021-2025 Darebin 2041 Community Vision Darebin's Statement of commitment to Traditional Owners and Aboriginal and Torres Strait Islander people Darebin City Council acknowledges the Wurundjeri Woi-wurrung people as the traditional owners and custodians of the land and waters we now call Darebin and affirms that Wurundjeri Woi-wurrung people have lived on this land for millennia, practising their customs and ceremonies of celebration, initiation and renewal. Council acknowledges that Elders, past, present and emerging are central to the cohesion, intergenerational wellbeing and ongoing self-determination of Aboriginal communities. They have played and continue to play a pivotal role in maintaining and transmitting culture, history and language. Council respects and recognises Aboriginal and Torres Strait Islander communities' values, living culture and
	practices, including their continuing spiritual connection to the land and waters and their right to self-determination. Council also recognises the diversity within Aboriginal and Torres Strait Islander communities. Aboriginal and Torres Strait Islander people and communities have had and continue to play a unique role in the life of the Darebin municipality. Council recognises and values this ongoing contribution and its significant value for our city and Australian society more broadly. <i>Extract from Darebin City Council's Statement of commitment to Traditional Owners and Aboriginal and Torres Strait Islander people 2019.</i> Darebin's Diversity Statement Situated on the traditional lands of the Wurundjeri Woi-wurrung people, the City of Darebin is now home to a diverse community of people with different socioeconomic status, gender, age, ability, race, culture, ethnicity, language, sexuality, sex characteristics, gender identity, beliefs, occupations, income, education, carer status and household type. The Darebin community cherishes this diversity and values it as an important civic asset. Darebin City Council acknowledges the history and contributions of the various communities, migrants and refugees who have made the municipality their home. Their endeavors have enriched the economic, social, cultural, artistic, community and civic character of the city and created a cosmopolitan locality where variety and difference are welcomed and encouraged. Council also acknowledges that who we are today as a municipality rests on the history of loss and dispossession inflicted upon Aboriginal people, past and present, despite their strengths, resilience and continued contributions to our city.



4. Industry standards and guidelines	The policy adheres to the following documents in guiding best practice in the collection sector: • International Council of Museums (ICOM) Code of Ethics for Museums 2017 • AMAGA First Peoples: a Roadmap for Enhancing Indigenous Engagement in Museums and Galleries 2018 • National Standards for Australian Museums and Galleries 2023 The policy adheres to legislative requirements related to Aboriginal culture, content and artefacts as follows: • Australia Council for the Arts, <i>Protocols for Producing Indigenous Australian Visual Arts</i>, 2007 • <i>Indigenous Cultural Protocols and the Arts</i> 2015 by Terri Janke Darebin City Council acknowledges that it has a mandatory obligation under the <i>Aboriginal Heritage Act 2006</i> to register Victorian Aboriginal cultural artefacts in its possession with Aboriginal Affairs Victoria and that human remains and secret and sacred material legally belonging to the traditional owners should be repatriated.
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5. Darebin Art Collection	About the Collection The Darebin Art Collection comprises more than 400 artworks and historical objects. The major collection is of Contemporary Art including paintings, photographs, works on paper, ceramics, glass, textiles, sculpture, video art and mixed media. Additionally, the collection comprises three specialised Historical Collections that relate to Darebin local history; the Smith Family Collection, Hospital Heritage Collection and Heritage Pottery Collection. The Smith Family and Hospital Heritage Collections hold cultural heritage material relevant to Bundoora Homestead. They include images (often reproductions), objects, family heirlooms, personal effects, letters, equipment and oral histories. The Heritage Pottery collection includes Remued ceramics, a line of pottery made locally dating from the late 1920s to the mid-1950s. The Darebin area was home to multiple early potteries including Premier Pottery Preston and Northcote Pottery. 5.1 Collection purpose The purpose of the collection is to: • Record and represent contemporary art in Darebin. • Provide a record of the cultural identity of Darebin. • Commit to providing support to Aboriginal and other First Nations artists and communities through the acquisition, preservation and display of their art for current and future generations • Collect and preserve artworks that demonstrate innovation and artistic excellence by significant Australian contemporary artists. • Provide employment opportunities for Darebin artists through the commissioning and/or acquisition of their work • Enrich the lives of the community and enhance awareness, understanding and appreciation of art. • Maintain the Smith Family specialised collection. • Maintain the Hospital Heritage specialised collection. • Maintain the Heritage Pottery specialised collection. • Provide an educative function that allows residents, educators, researchers, artists and curators to access high-quality visual art, historical items and background information.
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6. Acquisition

Acquisitions to the collection are made by Council purchasing or commissioning artworks. They may also be acquired through bequests or donations. In addition, artwork may be acquired through the biennial Darebin Art Prize.

Council procurement procedures must be followed as per the current Procurement Policy. All acquisitions must meet the Art and Collection Policy



collection purpose and acquisition criteria and adhere to the stated processes and procedures.

All works that are approved for acquisition must be subject to the guiding principles as outlined in the Acquisition Checklist (Appendix I). All works that are approved for acquisition through donation must be subject to the guiding principles outlined in the Donations Checklist (Appendix J).

6.1 Acquisition Panel

Decisions of artworks to be acquired into the Darebin Art Collection are made by the Acquisitions panel. A temporary, expert Acquisition Panel (herein referred to as 'The Panel') is appointed to provide strategic advice and recommendations to Council about the development of the collection. The Panel is made up of two arts industry professionals who have significant visual arts expertise and who live or work in the City of Darebin, together with the Art, Collections & Marketing Unit Coordinator and Curator. The Panel is made up of two members of the Art and Heritage Advisory Committee who have significant visual arts expertise, the Art and Collections Unit Coordinator and Curator, with the option of an additional co-opted member who is an independent leading visual arts or heritage specialist. The Panel considers proposed acquisitions provided by the Curator and makes recommendations about which works to acquire.

Consistent with the City of Darebin's Conflict of Interest Policy, no artworks by, or objects from, members of The Panel or their immediate families can be considered for purchase while they are members of The Panel.

The Curator is authorised to pursue acquisitions and place reserves on works and prepare a written Acquisition Proposal for review by The Panel. This proposal must:

- Outline the rationale for acceptance of the work to the collection.
- Demonstrate compliance with this policy.

This policy recognises that action is sometimes required at short notice to capitalise on acquisition opportunities where:

- Artworks are available for purchase in a competitive environment (e.g. exhibitions and auctions).
- Timing deadlines require immediate action to secure funding, donations or gifts.

6.2 Acquisition criteria

Standard requirements

For the collection to be available for future generations and for the collection to develop, the following standards apply to acquiring works. They must:



	• Be in good condition. • Be a durable artwork. • Be an unconditional donation or purchase that has valid and clearly verifiable legal title and provenance.
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- Have the capacity to be placed on display and stored appropriately.
- Works that are contemporary and represent excellence, innovation, high aesthetic quality, relevance and authenticity.
- Works that engage with current artistic, cultural and social developments and trends that reflect Darebin's distinct identity.

Key collecting areas

In developing the collection, priority will be given to works:

- By culturally and linguistically diverse artists.
- By Aboriginal and Torres Strait Islander artists and other First Nation artists.
- By artists living in Darebin.

Copyright, moral rights and cultural rights

For the collection to meet its moral and legal obligations under national standards relating to copyright, moral rights and cultural rights, the following standards apply to acquiring works. They must:

- Strongly align to the City of Darebin's values, Community Vision 2041 and Council Plan 2021-2025.
- not impinge on the intellectual, moral or cultural rights of another person or community
- not contravene the Charter of Human Rights and Responsibilities Act 2006 (Vic).



7. Access to the Collection	It is intended that the Darebin Art Collection be accessible to the community through exhibition and display to promote an understanding, appreciation and engagement of works in the collection and art and culture more broadly. The Curator will ensure works from the collection are on display at all times, however it should be noted that some works may not be appropriate for public display due to preservation concerns, for instance lack of climate control. Public display of items from the collection is also guided by requirements that works be safely displayed in secure locations and not be at risk of theft and damage. Considering the constraints, the collection will be regularly displayed in the following Council buildings and spaces accessible to the Darebin community and the display rotated annually: including Preston Town Hall foyer area, Council Chambers, Conference room, Executive meeting room, Office of the Mayor, Councillors and CEO. Additionally, the Bundoora Homestead Arts Centre will regularly display the collection in hallways, café and atrium area and through curated gallery exhibitions in a dedicated permanent gallery space. The permanent space will provide greater opportunity for public access to the collection exhibiting different items every three months aligned with the annual exhibition schedule.
	The Art and Collections Unit will support scholarly investigation and research to document, publish and advance understanding of the collection and contribute to broader academic and public discourse. 7.2 The Collection online The Darebin Art Collection database manages and promotes the collection. Its public interface, Victoria Collections, provides the public with access to images and details of works in the collection. Darebin Art Collection (victoriancollections.net.au)



8. Management of the Collection	The collection comprises of more than 400 works and the Darebin City Council owns and manages the collection and acts as a custodian on behalf of the Darebin community. 8.1 Conservation a. Preservation The Art and Collections Unit will endeavour to conserve the collection in accordance with best practice. The Bundoora Homestead Art Centre will provide a safe and appropriate environment for the collection, with effective security and environmental control, for the benefit of present and future generations. The following are essential to object preservation: • Appropriate installation materials are accessible for use. • All necessary equipment required for the safe handling of artworks is accessible and in good condition. • Works of art must only be handled by an appropriate number of prepared and trained staff. • Exhibition schedules must allow sufficient installation and de-installation time. • Adequate funding is allocated for safe handling and presentation of objects. The safety of people and art objects must always take priority over aesthetic considerations. This applies to all artworks, including artworks on loan. b. Handling artworks Proper procedures for handling artworks must be respected and enforced without exception. Training and supervision by knowledgeable staff is imperative. Those authorised to handle art objects are the Art and Collections Coordinator, Curator, Collections Officer and contracted art technicians. However, in emergencies when objects are in danger of loss, damage, or destruction, it is acceptable for any Darebin staff and even members of the public (under staff supervision) to help save the Collection from harm. Only couriers with professional training in art handling and experience with transport procedures will be appointed. c. Treatment
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The Curator will recommend works for conservation on an as-needed or annual basis. Funding may be secured from the Acquisition budget, Maintenance and Renewal budget or additional requests for funds will be submitted through Council's annual budgeting process. Untrained personnel should never attempt to clean, treat or restore works from the Collection. Where appropriate, an artist may be appointed to treat their own artwork but in most cases a suitably qualified conservation agency will be engaged.

d. Object condition reports

Art and Collections Unit staff are responsible for approving an object for installation or loan. An object's conservation history and vulnerabilities are considered when making loan, handling, packing, transport, and installation decisions.

e. Disaster preparedness

The Gallery will have a Disaster Preparedness Plan that anticipates needs that may arise from damage to the collection. The emergencies to be addressed in the Plan are floods and leaks, fire, electrical interruptions, biological infestations, structural or mechanical failures and vandalism. The Plan will cover the Bundoora Homestead Arts Centre and galleries, offsite storage locations and any associated sites.

8.2 Documentation and record keeping

All records created or received are the property of the City of Darebin and must not be dispersed or destroyed except in accordance with the City of Darebin's Record Retention Policy.

The creation and maintenance of up to date, accurate records on the history, identification, location and condition of collection objects is imperative. Collection documentation is the Art and Collections Unit responsibility and it is essential that software and staff training be provided for documentation maintenance, efficient retrieval and keeping up with the growth of the collection.

At a minimum, each object record should provide the following information:

- A unique object number automatically assigned by the database. The user must define how many objects are in that series and how many parts belong to each object.
- An identifying description of the object.
- Details of the maker, title, date, medium, dimensions, whether it is accessioned or non-accessioned, temporary loan, etc.
- How its title was acquired, e.g. by gift, bequest, purchase, transfer or exchange, and from whom.
- Credit line and copyright details.
- The purchase price or insurance value (if possible).
- Photograph(s) of the object.



- The location of the object, e.g. loans, exhibits, conservation, movement inside or outside The Bundoora Homestead Art Centre and other Council owned buildings.

The following information is privileged and will not be divulged to third parties unless under legal obligation:

- Names of lenders, donors and prior holders who have requested anonymity.
- Contact details of donors, lenders or prior holders.
- Location of objects.
- Valuation of objects.

8.3 Collection database

The Darebin Art Collection database backup including all images of works in the Collection is managed through contract with AMAGA through Creative Victoria. A backup of the Database must be stored on Council's digital archive and updated annually.

8.4 Loans and borrowing

The Art and Collections Unit lends and borrows material through outward and inward loan processes. The terms and conditions of outward and inward loans are detailed in (Appendices B and C).

The Art and Collections Unit will lend objects to other museums and galleries. Public-facing privately-owned galleries will be considered on a case-by-case basis.

Art and Collections Unit staff are responsible for approving an object for loan. An object's conservation history and vulnerabilities are considered when making loans and include handling, packing, transport, and installation decisions. Condition reports are written prior to an object being packed, upon unpacking at each borrowing institution, upon packing at each borrowing institution, and as soon as possible after return. This is ideally within 48 hours of delivery to its storage location and immediately upon being unpacked.

8.5 Storage

The care and storage of the collection is of utmost importance, and the following guidelines are strictly followed:

- Storage areas must be clean and secure.
- Temperature and relative humidity should be kept as stable as possible.
- Access to storage areas is limited to key personnel.
- Ultra-violet light should be excluded from storage areas. Lights must be off when storage areas are not in use.
- Archival quality storage materials should be used for all significant material.
- Storage areas must be regularly checked for pests and other problems.
- Objects are not to be stored on the floor.
- Archival boxes should be fitted out specifically for works of significant value.



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9. Deaccessioning	To de-accession an artwork or object from the collection is to officially remove it from the registered holdings of the collection for sale or disposal. a. Process of de-accessioning The Curator may nominate a registered item for de-accession and disposal. The nomination will consist of a written report that evaluates the object against the accession and de-accession criteria and recommends a disposal method. An external industry expert may also be appointed to identify works for potential deaccessioning. All items nominated for de-accessioning will be brought to the Acquisitions Panel. The Acquisitions Panel is responsible for endorsing the disposal of artworks. Works identified for disposal will be valued by a recognised valuer. The item nominated for de-accessioning will be held for a twelve-month coolingoff period from the date of the report being accepted before disposal occurs. Any funds acquired from the sale of the de-accessioned item will be set aside for future acquisitions via the acquisitions budget. b. Criteria for de-accessioning The collection will be subject to periodic review to assess its relevance to the Art Collection Policy. Works will be considered on a case-by-case basis for deaccessioning based on the following criteria: • The item does not meet the current acquisition criteria. • Low artistic merit. • Irrelevance to the current Art Collection Policy. • The opportunity to upgrade by exchange. • Absence of clear legal title. • Theft or loss, damage or serious deterioration in condition. • The conservation and storage costs for it are beyond the means of Darebin City Council. • It is a lesser quality duplicate of an object the Gallery already owns. • It lacks supporting information to enable proper identification or to establish its relevance to The Collection. • A substantiated request for the return of the object to its original owner/donor is received. This could be the return of sacred material to Indigenous peoples. • It falls under the jurisdiction of an act that determines alternative placement, such as the <i>Public Records Act 1973</i> and the <i>Aboriginal Heritage Act 2006</i> (Vic) De-accession of artworks from the collection that engage with Aboriginal content made by a non-Aboriginal artist must be considered by the Darebin Aboriginal Advisory Committee in the process of de-accession.
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	A record of all items de-accessioned and their method of disposal must be kept. A donor or living artist should be notified in writing by the Art and Collections Unit, whenever possible, if an object is to be de-accessioned. Councillors, Council staff, volunteers, committee members and their families are prohibited from purchasing, or otherwise obtaining, an object de-accessioned from the collection. When a work is subject to de-accessioning, the process is guided by the Deaccession Checklist (Appendix K). c. De-accessioning work from the Bundoora Homestead gift fund. A de-accessioned item that came to the collection through the Bundoora Homestead Gift Fund as a donation or as a Cultural Gift must be disposed of by the following methods, listed in priority order: • Transferred to an appropriate cultural institution with Deductible Gift Recipient status. • Sold by public auction with monies deposited back to the Bundoora Homestead Gift Fund. • Destroyed or recycled. d. De-accessioning a work not from the gift fund A de-accessioned item must be disposed of by the following methods, listed in priority order: • Transferred to an appropriate public gallery or collection by gift. • Returned to the original donor. • Returned to the maker or their family. • Sold by public auction with monies set aside for future acquisitions through the acquisitions budget. • Used as an educative/interpretive tool. • Destroyed or recycled. If the work was acquired within the past 25 years the Art and Collections Unit will use reasonable efforts (e.g. records, phone directory, basic internet research) to identify any heirs of a donor. If the heirs are located, the Art and Collections Unit should provide adequate written notice and all contact efforts should be recorded.
Definitions and Abbreviations	Traditional Owners: Wurundjeri Woi-wurrung people represented through the Wurundjeri Woi wurrung Cultural Heritage Aboriginal Corporation and Darebin Aboriginal Advisory Committee.



Implementation	The general day to day exhibitions, care, management and monitoring of the collection are the responsibility of the Art and Collections Unit staff, led by the Coordinator and Curator. Darebin City Council is responsible for providing adequate storage and display facilities. The collection remains the property of Darebin City Council. The policy is guided by appendices, operational manuals and other documents relevant to the Art and Collections unit. The policy will be reviewed in three years in 2026.		
Organisational Values	Council's organisational values enable and support the effective design and application of this policy by guiding staff in the course of their work. <table border="1"> <tr> <td> We Make a Difference: We are driven by our desire to make a difference for the people we serve. Our work is purposeful and creates a positive impact for the community. We are proud to work here. Our work matters. We are Accountable: We are empowered to own and take responsibility for our actions. We follow through on our commitments and deliver on our promises. We make it happen. We are Collaborative: We are united by a common purpose to serve the community. We work together, connecting within our teams and across the organisation. We are inclusive and collaborative. We are one. </td><td> We have Integrity: We act with integrity and transparency in conversations and decision-making. Through open and clear communication, we build trust. We're honest. We walk the talk. We show Respect: We are diverse, inclusive, respectful and caring. We encourage everyone to have a voice and we listen to each other. We recognise one another's contributions and treat people fairly. We look after each other. We are Creative: We are bold, courageous and innovative. We try new things, experiment and continuously improve. We are open-minded, creative and forward-thinking. We are leaders. </td></tr> </table>	We Make a Difference: We are driven by our desire to make a difference for the people we serve. Our work is purposeful and creates a positive impact for the community. We are proud to work here. Our work matters. We are Accountable: We are empowered to own and take responsibility for our actions. We follow through on our commitments and deliver on our promises. We make it happen. We are Collaborative: We are united by a common purpose to serve the community. We work together, connecting within our teams and across the organisation. We are inclusive and collaborative. We are one.	We have Integrity: We act with integrity and transparency in conversations and decision-making. Through open and clear communication, we build trust. We're honest. We walk the talk. We show Respect: We are diverse, inclusive, respectful and caring. We encourage everyone to have a voice and we listen to each other. We recognise one another's contributions and treat people fairly. We look after each other. We are Creative: We are bold, courageous and innovative. We try new things, experiment and continuously improve. We are open-minded, creative and forward-thinking. We are leaders.
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Parent Strategy/ Plan	Darebin Council Plan 2021-2025
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Related Documents	This policy should be read in conjunction with Council's:
	Public Art Framework 2018
	- Creative and Cultural Infrastructure Framework 2018 - Memorials Policy 2022 - Art and Heritage Advisory Panel Terms of Reference 2022 - Towards Equality: Darebin Equity Inclusion and Human Rights Framework 2019- 2029

GOVERNANCE □ All Darebin policies and procedures must be developed through the lens of key Darebin strategies, plans and related considerations. See the **Darebin Policy Review Lens** to inform and guide policy development and review.

Appendices:

Appendix A – Technicians procedures

Appendix B – Outward loan template

Appendix C - Inward loan template

Appendix D – Copyright licence template

Appendix E – Digital media copyright template

Appendix F – New commission agreement

Appendix G – Acquisition checklist

Appendix H – Acquisition process template

Appendix I – Specialist collection information

Appendix J – Deed of gift

Appendix K – De-accessioning checklist

10. ITEMS TO BE TABLED

Nil.

11. NOTICES OF MOTION

Nil.

12. URGENT BUSINESS

13. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL

In accordance with Section 66(2) of the *Local Government Act 2020*, Council may resolve to close the meeting to members of the public to consider the following items, deemed to be confidential in accordance with Section 3(1) of the Act for the reasons indicated:

13.1 State Government first right of refusal offer for a property in an Activity Centre Zone

This item is designated confidential because it is Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released, pursuant to Section 3(1) (a) of the Act.

CLOSE OF MEETING

Recommendation

That in accordance with section 66(2) of the *Local Government Act 2020*, Council resolves to close the meeting to members of the public to consider the matters are confidential in accordance with Section 3(1) of the Act.

RE-OPENING OF MEETING

Recommendation

That the meeting be re-opened to the members of the public.

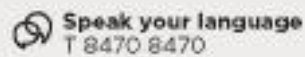
14. CLOSE OF MEETING

**CITY OF
DAREBIN**

274 Gower Street, Preston
PO Box 91, Preston, Vic 3072
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darebin.vic.gov.au



If you are deaf, or have
a hearing or speech
impairment, contact
us through the
National Relay Service.



العربية	Italiano	Soomalii
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हिंदी	ਪੰਜਾਬੀ	Tiếng Việt