Council Meeting

Agenda

Meeting No. 629

20 February 2024
Commencing 7.00pm

Council Chamber
301 Hampshire Road, Sunshine,
Victoria

Fiona Blair
Chief Executive Officer
16 January 2024

Welcome to this Council Meeting

Brimbank City Council respectfully acknowledges and recognises the Wurundjeri and Bunurong Peoples as the Traditional Custodians of this land and pays respect to their Elders, past, present and future.

The purpose of this meeting is for Council to make decisions on matters that affect the City. Matters Council will consider at this meeting are listed in this Agenda.

The Governance Rules 2023 set out the way Council Meetings run and the conduct expected of the Council and members of the public.

Council Chamber is open to members of the public to attend and observe Council Meetings.

Council will continue to live stream Council Meetings for members of the public to view from home in accordance with the Live Streaming of Council Meetings Policy. We encourage anyone with COVID-19 symptoms to get tested and stay home, and watch the live stream of the meeting, instead of attending the meeting in person.

Members of the public (including media) wishing to record a Council Meeting (audio or video) must seek approval from the Chair prior to the meeting. Only if the Chair grants permission is recording allowed, and the Chair will advise everyone in attendance (for privacy reasons).

The Council

The current Council was elected for a four year term.

The Councillors were sworn in at a Council Meeting on 10 November 2020. At a Council Meeting on 17 November 2023, the Council elected Councillor Ranka Rasic as Mayor for a one year term. The Mayor takes precedence at all meetings at the Council and will chair the meeting.

The Chair is responsible for ensuring Council Meetings are run in accordance with the Governance Rules 2023.

Voting

For each decision Council makes, a Councillor will first propose (move) a motion. The motion must be seconded by another Councillor before it can be discussed and decided on. Voting on a motion is always by a show of hands.

Streaming

Council Meetings are streamed live and as video on demand to offer everyone who cannot attend a meeting in person an opportunity to watch at their own convenience Council debate and decision-making. Meetings can be accessed on Council's YouTube channel at http://www.youtube.com/c/BrimbankCityCouncil.

Council

Cr Ranka Rasic	Mayor
Cr Jae Papalia	Deputy Mayor
Cr Victoria Borg	
Cr Sarah Branton	
Cr Thuy Dang	
Cr Sam David	
Cr Maria Kerr	
Cr Bruce Lancashire	
Cr Jasmine Nguyen	
Cr Thomas O'Reilly	
Cr Virginia Tachos	

Executive Leadership Team

Ms Fiona Blair	Chief Executive Officer
Ms Lynley Dumble	Director Community Wellbeing
Ms Georgie Hill	Director People, Partnerships and Performance
Mr Chris Leivers	Director Infrastructure and City Services
Mr Mark Stoermer	Director Corporate Services
Mr Kelvin Walsh	Director City Futures

Governance Team

Mr Danny Bilaver	Manager Governance and Risk
Mr Tony Vo	Coordinator Council Business
Ms Jessica Zelenbaba	Council Business Officer

Municipal Monitors

Ms Janet Dore	Municipal Monitor
Ms Penelope Holloway	Municipal Monitor

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Order of Business

1 Opening (Including Acknowledgement Of Country)

On behalf of Brimbank City Council, I respectfully acknowledge and recognise the Wurundjeri and Bunurong Peoples as the Traditional Custodians of this land and pay respect to their Elders, past, present and future.

2 Council Commitment

As the Council, we will act in the best interests of the Brimbank community and consider the immediate and long term impacts of our decisions. We will make these decisions fairly and without bias.

We will uphold all of our obligations under the laws of Victoria and Council's local laws, and will act in accordance with our Code of Conduct.

3 Apologies/Leave Of Absence

Motion

That Council approves the request for a leave of absence for Cr Thuy Dang for the period from 19 February 2024 to 23 February 2024.

4 Disclosure Of Conflicts Of Interest

5 Designation Of Items As Confidential

Motion

That Council declares confidential in accordance with section 66(2)(a) of the *Local Government Act 2020 (the Act)*:

- Confidential Attachment 7 to Report 12.6 Governance Report February 2024; and
- Confidential Attachment 1 to Report 12.10 Contract No. 21/2925 - Provision of Human Resource Information Systems - Extension of Contract

as they relate to Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (s 3(1)(a) of the *Local Government Act 2020);*

- Confidential Attachment 1 to Report 12.1**2** Contract No. 21/3049PA – 2306/0843 Library Collections Furniture Equipment and Associated Requirements

as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that, if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage (s 3(1)(g) of the *Local Government Act 2020***); and**

- **Confidential Report 16.1**

as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs (s 3(1)(f) of the *Local Government Act 2020).*

6 Confirmation Of Minutes Of Previous Council Meetings

Motion

That Council confirms the Minutes of Council Meeting No. 628, held on 12 December 2024.

7 Condolences

7.1 Passing Of Zulqarnain Haider

Motion

That Council notes the passing of Zulqarnain Haider, and extends condolences to his family.

8 Congratulations

8.1 Support During Festive Season

Motion

That Council congratulates and thanks individuals and organisations from Brimbank for their support to the community during the festive season.

8.2 Beautification Of Linear Park, Taylors Lakes

Motion

That Council congratulates and thanks Neil and Deb for their beautification efforts in and around Linear Park, Taylors Lakes.

9 Public Question Time

10 Petitions

10.1 Fireworks

Petition received from 368 petitioners requesting Brimbank City Council to stop granting permits that allow the use of fireworks at events in the community.

Motion

That Council:

a. Receives a petition from 368 petitioners, requesting Brimbank City Council to stop granting permits that allow the use of fireworks at events in the community.

b. Refers the petition from 368 petitioners, requesting Brimbank City Council to stop granting permits that allow the use of fireworks at events in the community, to the Chief Executive Officer for consideration and response.

10.2 Ceasefire In Gaza

Petition received from 3,408 petitioners requesting that Council raise a motion for:

a. An immediate permanent ceasefire in Gaza to allow for urgent humanitarian aid to reach the people of the Occupied Territory of Gaza following seven weeks of indiscriminate bombardment and mass killing of innocent civilians.

b. To lobby the Australian Government to condemn the war crimes carried out by the Israeli Government on the Occupied Territory of Gaza.

c. To lobby the Australian Government to call out Israeli's legacy of gross humanitarian violations and atrocities carried out on the Palestinian people.

d. To call for an immediate end to the illegal occupation, apartheid and displacement of the people of Palestine.

Motion

That Council:

a. Receives a petition from 3,408 petitioners requesting Council to raise a motion for:
    i. An immediate permanent ceasefire in Gaza to allow for urgent humanitarian aid to reach the people of the Occupied Territory of Gaza following seven weeks of indiscriminate bombardment and mass killing of innocent civilians.

    ii. To lobby the Australian Government to condemn the war crimes carried out by the Israeli Government on the Occupied Territory of Gaza.

    iii. To lobby the Australian Government to call out Israeli's legacy of gross humanitarian violations and atrocities carried out on the Palestinian people.

    iv. To call for an immediate end to the illegal occupation, apartheid and displacement of the people of Palestine.

b. Refers the petition from 3,408 petitioners, to the Chief Executive Officer for consideration and response.

10.3 LGBTIQA+ Advisory Group

Petition received from 22 petitioners requesting Council to establish an LGBTIQA+ Community Advisory Committee to recognise the specific concerns and needs of the LGBTIQA+ community and to ensure its services are accessible and inclusive.

Motion

That Council:

a. Receives a petition from 22 petitioners, requesting Council to establish an LGBTIQA+ Community Advisory Committee to recognise the specific concerns and needs of the LGBTIQA+ community and to ensure its services are accessible and inclusive.

b. Refers the petition from 22 petitioners in relation to an LGBTIQA+ Community Advisory Committee, to the Chief Executive Officer for consideration and response.

11 Minutes/Reports Of Delegated Committees

Nil.

12 Officer Reports

12.1	Planning Activity Update and Delegate Decisions and Planning Scheme Amendments Update - December 2023 and January 2024
Directorate	City Futures
Director	Kelvin Walsh
Manager	Kristen Gilbert and Leanne Deans
Attachment(s)	1. Delegated Planning Permit Decisions - December 2023 and January 2024 [12.1.1 - 48 pages] 2. Graphical representation of the data from the last three years [12.1.2 - 3 pages] 3. Planning Scheme Amendment Status Summary December 2023 and January 2024 [12.1.3 - 3 pages]

Purpose

To report to Council on:

- The status of planning permit applications and trends in planning approvals in Brimbank
- Decisions made under delegated authority in December 2023 and January 2024 regarding planning permit applications and other matters
- The status of current Planning Scheme Amendments at 31 January 2024.

Officer Recommendation

That Council:

a. Notes the Planning Activity Update and Delegate Decisions – December 2023 and January 2024 report, and Delegated Planning Permit Decisions, at Attachment 1 to this report.

b. Notes the Planning Scheme Amendment Summary – December 2023 and January 2024, at Attachment 3, and that this relates to amendments where Council has resolved to request authorisation from the Minister for Planning to prepare and exhibit an amendment or has requested that the Minister prepare an amendment under section 20(4) of the *Planning and Environment Act 1987*.

Background

Council is a Responsible Authority under the *Planning and Environment Act 1987* (the Act). In this role, Council administers the Brimbank Planning Scheme (Planning Scheme) and, among other things, determines planning permit applications made for the use and development of the land in the municipality. Certain planning permit applications, and other matters, are determined by Council officers under the delegated authority of Council.

The statistics presented do not represent all development activity in the municipality. Many types of use and development do not require a planning permit and may take place without being recorded as part of the planning approvals data. In addition, some planning permits are not acted on, or there may be a delay between when the approval is granted and when works take place.

Council is a Planning Authority for the Planning Scheme and undertakes amendments to the Planning Scheme when authorised by the Minister for Planning (Minister), or in

accordance with section 8A(7) of the Act. Council undertakes amendments for a range of reasons including to enhance or implement the strategic vision, to implement local policy, to correct mistakes, to enable or restrict development, and to set aside land for acquisition for a public purpose or remove such a reservation when it is no longer required.

The Minister may prepare an amendment or authorise the preparation of an amendment by another Minister, public authority or municipal council. For the purpose of this report, the status of Planning Scheme Amendments will only include amendments where Council is the Planning Authority, and where Council has resolved to request authorisation from the Minister to prepare and exhibit an amendment or has requested that the Minister prepare an amendment under section 20(4) of the Act.

Matters for Consideration

Seventy-eight planning determinations and 24 subdivision determinations were made under delegated authority in December 2023. Sixty-nine new planning permit applications were received in December 2023. The value of development for these 69 applications is $30.6 million.

Fifty-seven planning determinations and 13 subdivision determinations were made under delegated authority in January 2024. Thirty new planning permit applications were received in January 2024. The value of development for these 30 applications is $13.2 million.

A list of the planning applications determined under delegation from Council during December 2023 and January 2024 is at Attachment 1.

	Dec 2023	Jan 2024	Previous month (Nov 2023)	Monthly average for past 12 months	Dec 2022	Jan 2023
Applications Received	69	30	68	68	67	36
Planning Permit Approvals	72	55	76	74	75	62
Notice of Decision to Grant a Permit	6	1	5	6	16	7
Refusal to Grant a Planning Permit	0	1	1	2	3	4
Subdivision Approvals	15	13	25	22	15	11
Cost of development for new applications (millions)	$30.6	$13.2	$169.7	$47.6	$68.6	$10.4

No planning appeals were determined by the Victorian Civil and Administrative Tribunal (VCAT) in this period.

At the end of this period there were seven appeals lodged at VCAT that had not yet been determined. This is four less than at the end of January 2023.

The Planning Scheme Amendment Summary is shown at Attachment 3 and includes five Planning Scheme Amendments where Council is the Planning Authority or has requested the Minister to prepare an amendment under section 20(4) of the Act.

Three amendments including Amendments C219brim (Heritage Update), C225brim (Planning Policy Framework) and C227brim (Heritage Overlay Sunshine Silos) are with the Minister for Planning for either authorisation or approval.

Community Engagement

Not applicable.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

There are no Community, Environmental, Financial, Regulatory or Safety risks identified.

Legislation / Council Plan / Policy Context

This report complies with the *Planning and Environment Act 1987*, *Local Government Act 1989* and the Brimbank Planning Scheme.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

Delegated Planning Permit Decisions
01/12/2023 – 31/12/2023

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
Ward: Grasslands 20					
S112/2017 P/N: 1	Subdivision Certification	05/07/2017	31 Appian Dr, Albanvale 1/31 Appian Dr, Albanvale 2/31 Appian Dr, Albanvale 31 Appian Dr, Albanvale	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESDIENTIAL SUBDIVISION (PS 812552G)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 21-12-2023					
S88/2022 P/N: 1	Subdivision Certification	27/05/2022	35 Welwyn Pde, Deer Park 1/35 Welwyn Pde, Deer Park 2/35 Welwyn Pde, Deer Park 3/35 Welwyn Pde, Deer Park 35 Welwyn Pde, Deer Park	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 909044N) OF LAND AFFECTED BY A SPECIAL BUILDING OVERLAY	$0
Determination: PCER (Certified) Determination Date: 22-12-2023					
S38/2023 P/N: 1	Subdivision Certification	09/03/2023	290 Furlong Rd, St Albans 290 Furlong Rd, St Albans 1A Bent St, St Albans	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 916883C)	$0
Determination: PCER (Certified) Determination Date: 14-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P190/2023 P/N: 1	Planning Application	01/05/2023	26 Moffat St, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) DOUBLE STOREY DWELLINGS	$800,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 04-12-2023					
P282/2019 P/N: 2	Planning Application	05/07/2023	81 Welwyn Pde, Deer Park 1/81 Welwyn Pde, Deer Park 2/81 Welwyn Pde, Deer Park 3/81 Welwyn Pde, Deer Park 81 Welwyn Pde, Deer Park	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO THE ENDORSED PLANS TO ADD A FOURTH BEDROOM TO DWELLING 1 AND 2. ALTER DWELLING 3 FROM A TWO (2) BEDROOM, SINGLE STOREY DWELLING TO A FOUR (4) BEDROOM DOUBLE STOREY DWELLING AND GENERAL MATERIAL AND ROOF FORM CHANGES TO THE OVERALL DESIGN OF THE DWELLINGS	$300,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 20-12-2023					
S94/2023 P/N: 1	Subdivision Certification	05/07/2023	765 Ballarat Rd, Deer Park	Commercial 2 Zone (C2Z) Subdivision - Commercial 2 LOT COMMERCIAL SUBDIVISION AND CREATION OF EASEMENTS (CARRIAGEWAY AND GAS SUPPLY)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 21-12-2023					
P46/2015 P/N: 6	Planning Application	29/08/2023	780 Ballarat Rd, Deer Park	Industrial 3 Zone (IN3) Buildings & Works and PPAR-Extend exist building or structure AMENDMENT TO THE PLANNING PERMIT TO REMOVE CONDITION 1(B) AND ENDORSED PLANS TO REDUCE THE SCALE OF THE PROPOSED WORKS TO THE EXISTING BOWLING CLUB	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 21-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P154/2007 P/N: 2	Planning Application	08/09/2023	2 Pipers Walk, Cairnlea 3 Pipers Walk, Cairnlea 4 Pipers Walk, Cairnlea 5 Pipers Walk, Cairnlea 6 Pipers Walk, Cairnlea 7 Pipers Walk, Cairnlea 8 Pipers Walk, Cairnlea	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO THE ENDORSED PLANS TO CONSTRUCT A VERANDAH OVER THE PRIVATE OPEN SPACE OF DWELLING 6	$8,500
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 07-12-2023					
P458/2023 P/N: 1	Planning Application	12/09/2023	36 Glendenning St, St Albans	Residential Growth Zone (RGZ) Community Care Accommodation and PPAR-Multi dwelling USE AND DEVELOPMENT OF THE LAND FOR COMMUNITY CARE ACCOMMODATION WITHIN A DESIGN AND DEVELOPMENT OVERLAY	$1,800,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-12-2023					
P491/2023 P/N: 1	Planning Application	26/09/2023	227 Taylors Rd, St Albans	Public Use Zone (PUZ) Telecommunication Facility and PPAR-Telecommunications facility BUILDINGS AND WORKS FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS FACILITY	$350,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 04-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P492/2023 P/N: 1	Planning Application	26/09/2023	28 Andrea St, St Albans 1/28 Andrea St, St Albans 2/28 Andrea St, St Albans 3/28 Andrea St, St Albans 4/28 Andrea St, St Albans 5/28 Andrea St, St Albans 28 Andrea St, St Albans	Residential Growth Zone (RGZ) Subdivision - Residential and PPAR-Subdivision of land 5 LOT RESIDENTIAL SUBDIVISION (PS 849855E)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 19-12-2023					
P505/2023 P/N: 1	Planning Application	05/10/2023	1/16 Curtin St, St Albans 2/16 Curtin St, St Albans 3/16 Curtin St, St Albans 4/16 Curtin St, St Albans 5/16 Curtin St, St Albans 6/16 Curtin St, St Albans 7/16 Curtin St, St Albans 8/16 Curtin St, St Albans 1/16 Curtin St, St Albans 2/16 Curtin St, St Albans 3/16 Curtin St, St Albans 4/16 Curtin St, St Albans 5/16 Curtin St, St Albans 6/16 Curtin St, St Albans 7/16 Curtin St, St Albans 8/16 Curtin St, St Albans	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 8 LOT RESIDENTIAL SUBDIVISION (PS 907740C)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P528/2023 P/N: 1	Planning Application	20/10/2023	197 Taylors Rd, St Albans 1 Regan St, St Albans 197 Taylors Rd, St Albans	General Residential Zone (GRZ) Subdivision and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 911190N) OF LAND ADJACENT TO THE PRINCIPAL ROAD NETWORK AND TO VARY AN EASEMENT	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 28-12-2023					
P544/2023 P/N: 1	Planning Application	27/10/2023	1 Carson Rd, Deer Park	Industrial 1 Zone (IN1) Buildings & Works to Industrial Premise and PPAR-Extend exist building CONSTRUCTION OF A WORKSHOP AND OFFICE ADDITION TO A WAREHOUSE	$150,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-12-2023					
P751/2017 P/N: 2	Planning Application	01/11/2023	1/15 Widnes Ct, Deer Park 2/15 Widnes Ct, Deer Park 3/15 Widnes Ct, Deer Park 15A Widnes Ct, Deer Park 1/15 Widnes Ct, Deer Park 1/15 Widnes Ct, Deer Park 2/15 Widnes Ct, Deer Park 3/15 Widnes Ct, Deer Park 4/15 Widnes Ct, Deer Park 5/15 Widnes Ct, Deer Park 6/15 Widnes Ct, Deer Park 7/15 Widnes Ct, Deer Park 15 Widnes Ct, Deer Park	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO THE PLANNING PERMIT AND ENDORSED PLANS TO REDUCE THE NUMBER OF DWELLINGS TO FIVE (5) DOUBLE STOREY DWELLINGS FROM SIX (6) BY REMOVING THE EXISTING DWELLING	$12,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 22-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P446/2023 P/N: 1	Planning Application	16/11/2023	3A Regan St, St Albans	General Residential Zone (GRZ) Buildings & Works and PPAR-Other buildings & works (tanks etc) CONSTRUCTION OF A PERGOLA TO AN EXISTING DWELLING	$6,950
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-12-2023					
P590/2023 P/N: 1	Planning Application	20/11/2023	14 Bird St, Deer Park	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) SINGLE STOREY DWELLINGS	$600,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 21-12-2023					
P578/2011 P/N: 3	Planning Application	30/11/2023	24 Montasell Ave, Deer Park 1/24 Montasell Ave, Deer Park 2/24 Montasell Ave, Deer Park	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO THE PLANS TO MODIFY THE FRONT FENCE	$1,495
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 27-12-2023					
P893/2014 P/N: 7	Planning Application	21/12/2023	197 Taylors Rd, St Albans 1 Regan St, St Albans 197 Taylors Rd, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and Car Parking Reduction and Medic AMENDMENT TO THE PLANNING PERMIT FOR A MIXED USE DEVELOPMENT TO DELETE OR AMEND A NUMBER OF CONDITIONS	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 22-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P651/2023v P/N: 1	Planning Application (VicSmart)	22/12/2023	19 Oakwood Rd, Albanvale	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 914732L)	$0

Determination: PPI (Permit Issued by Delegate)

Determination Date: 27-12-2023

Ward: Harvester 51

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S86/2019 P/N: 1	Subdivision Certification	14/05/2019	30 Rockbank Rd, Ardeer 1/30 Rockbank Rd, Ardeer 2/30 Rockbank Rd, Ardeer 3/30 Rockbank Rd, Ardeer 4/30 Rockbank Rd, Ardeer 5/30 Rockbank Rd, Ardeer 6/30 Rockbank Rd, Ardeer 7/30 Rockbank Rd, Ardeer 8/30 Rockbank Rd, Ardeer 30 Rockbank Rd, Ardeer	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 8 LOT RESIDENTIAL SUBDIVISION (PS 823554Q) OF LAND AFFECTED BY A LAND SUBJECT TO INNUNDATION OVERLAY	$0

Determination: PSOC (Statement of Compliance)

Determination Date: 18-12-2023

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S95/2021 P/N: 1	Subdivision Certification	22/06/2021	26 Howitt Cres, Sunshine West 1/26 Howitt Cres, Sunshine West 2/26 Howitt Cres, Sunshine West 26 Howitt Cres, Sunshine West	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 846325C)	$0

Determination: PSOC (Statement of Compliance)

Determination Date: 11-12-2023

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S168/2021 P/N: 1	Subdivision Certification	28/10/2021	4 Carrington Dr, Albion 4A Carrington Dr, Albion 4B Carrington Dr, Albion 4C Carrington Dr, Albion	Industrial 1 Zone (IN1) Subdivision - Industrial 3 LOT INDUSTRIAL SUBDIVSION (PS 838422A)	$0
Determination: PCER (Certified) Determination Date: 20-12-2023					
P139/2022 P/N: 1	Planning Application	21/03/2022	53 Westmoreland Rd, Sunshine North	Residential Growth Zone (RGZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FOUR (4) DOUBLE STOREY DWELLINGS	$985,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 14-12-2023					
P511/2022 P/N: 1	Planning Application	15/09/2022	28 Boreham St, Sunshine	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) DOUBLE STOREY DWELLINGS ON A LOT WITHIN LAND SUBJECT TO AN INUNDATION OVERLAY	$1,700,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 15-12-2023					
P614/2022 P/N: 1	Planning Application	08/11/2022	33 Essex St, Sunshine North	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FOUR (4) DOUBLE STOREY DWELLINGS	$980,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 22-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P648/2022 P/N: 1	Planning Application	18/11/2022	57 Reid St, Ardeer 87 Reid St, Ardeer 57 Reid St, Ardeer	Industrial 3 Zone (IN3) Subdivision - Industrial and PPAR-Subdivision of land 2 LOT INDUSTRIAL SUBDIVISION (PS 921948V)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 19-12-2023					
P656/2022 P/N: 1	Planning Application	28/11/2022	100 Forrest St, Ardeer	General Residential Zone (GRZ) Buildings & Works to Place of Assembly and PPAR-Alter building structure DEVELOPMENT AND USE OF LAND AS A COMMUNITY CENTRE (PLACE OF ASSEMBLY) AND A REDUCTION IN THE STANDARD CAR PARKING REQUIREMENT	$80,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 20-12-2023					
S26/2023 P/N: 1	Subdivision Certification	01/03/2023	31 Makland Dr, Derrimut 33 Makland Dr, Derrimut	Industrial 1 Zone (IN1) Subdivision - Industrial 2 LOT INDUSTRIAL SUBDIVISION (PS 917142S)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 21-12-2023					
S39/2023 P/N: 1	Subdivision Certification	10/03/2023	24 Suffolk Rd, Sunshine North	Residential Growth Zone (RGZ) Subdivision - Residential 4 LOT RESIDENTIAL SUBDIVISION (PS 916243R)	$0
Determination: PCER (Certified) Determination Date: 27-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P9/2020 P/N: 2	Planning Application	20/04/2023	45 Armstrong St, Sunshine West	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO THE PLANNING PERMIT FOR TWO (2) DOUBLE STOREY DWELLINGS TO ALTER THE LAYOUT TO A SIDE-BY-SIDE CONFIGURATION	$800,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 19-12-2023					
P226/2023 P/N: 1	Planning Application	23/05/2023	15 Leonard St, Sunshine	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) DOUBLE STOREY DWELLINGS	$700,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 12-12-2023					
S76/2023 P/N: 1	Subdivision Certification	07/06/2023	1 Mellor St, Sunshine 1A Mellor St, Sunshine 1B Mellor St, Sunshine	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 916501V)	$0
Determination: PCER (Certified) Determination Date: 05-12-2023					
P346/2023 P/N: 1	Planning Application	18/07/2023	2/590 Ballarat Rd, Albion	Industrial 1 Zone (IN1) Change of Use and PPAR-Change or extension of use USE OF THE LAND FOR MOTOR VEHICLE SALES (VEHICLE HIRE) AND THE ERECTION AND DISPLAY OF BUSINESS IDENTIFICATION SIGNS	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 27-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P367/2023 P/N: 1	Planning Application	28/07/2023	111 Berkshire Rd, Sunshine North	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FIVE (5) DOUBLE STOREY DWELLINGS	$910,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 20-12-2023					
P369/2023 P/N: 1	Planning Application	28/07/2023	10 Chelsey St, Ardeer	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF ADDITIONS (GARAGE) TO THE EXISTING DWELLING AND THE CONSTRUCTION OF A DOUBLE STOREY DWELLING TO THE REAR	$500,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 27-12-2023					
P372/2023 P/N: 1	Planning Application	02/08/2023	16 Romsey Ave, Sunshine North	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) DOUBLE STOREY DWELLINGS	$950,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 21-12-2023					
P385/2023v P/N: 1	Planning Application (VicSmart)	07/08/2023	57 Reid St, Ardeer 87 Reid St, Ardeer 57 Reid St, Ardeer	Industrial 3 Zone (IN3) Buildings & Works to Industrial Premise and PPAR-Other buildings & works RETROSPECTIVE SCRAPING WORKS	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 13-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P455/2018 P/N: 2	Planning Application	31/08/2023	2 Calarco Dr, Derrimut	Industrial 1 Zone (IN1) Motor Vehicle Repairs and Take Away Food Premise and Food & Drink Premises AMENDMENT TO THE PLANNING PERMIT AND ENDORSED PLANS TO MAKE CHANGES TO THE LAYOUT AND DESIGN OF THE DEVELOPMENT AND TO ADD BUSINESS IDENTIFICATION SIGNAGE	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 06-12-2023					
P435/2023 P/N: 1	Planning Application	31/08/2023	72 Adelaide St, Albion	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) DOUBLE STOREY DWELLINGS	$920,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 07-12-2023					
P445/2023 P/N: 1	Planning Application	05/09/2023	11 Valentine Cres, Sunshine West	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling BUILDINGS AND WORKS TO THE EXISTING SINGLE STOREY DWELLING (CONSTRUCTION OF A CARPORT) AND CONSTRUCTION OF A DOUBLE STOREY DWELLING TO THE REAR	$250,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 18-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S125/2023 P/N: 1	Subdivision Certification	08/09/2023	2 Berkshire Rd, Sunshine North 2 Berkshire Rd, Sunshine North 2 Berkshire Rd, Sunshine North 2 Berkshire Rd, Sunshine North 2 Berkshire Rd, Sunshine North 2 Berkshire Rd, Sunshine North 1 Greenstone Pl, Sunshine North 3 Greenstone Pl, Sunshine North 5 Greenstone Pl, Sunshine North 7 Greenstone Pl, Sunshine North 9 Greenstone Pl, Sunshine North 11 Greenstone Pl, Sunshine North 4 Greenstone Pl, Sunshine North 6 Greenstone Pl, Sunshine North 8 Greenstone Pl, Sunshine North 10 Greenstone Pl, Sunshine North 12 Greenstone Pl, Sunshine North 14 Greenstone Pl, Sunshine North 16 Greenstone Pl, Sunshine North 18 Greenstone Pl, Sunshine North 20 Greenstone Pl, Sunshine North 22 Greenstone Pl, Sunshine North 2 Greenstone Pl, Sunshine North 2A Berkshire Rd, Sunshine North	Industrial 3 Zone (IN3) Subdivision - Industrial 17 LOT INDUSTRIAL SUBDIVISION (PS 907669F) OF LAND AFFECTED BY A SPECIAL BUILDING OVERLAY	$0

Determination: PSOC (Statement of Compliance)

Determination Date: 27-12-2023

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P235/2022 P/N: 2	Planning Application	12/09/2023	614 Ballarat Rd, Ardeer 616 Ballarat Rd, Ardeer	Industrial 1 Zone (IN1) Car Parking Reduction and Food & Drink Premise and Warehouse AMENDMENT TO THE PLANNING PERMIT AND ENDORSED PLANS TO INCLUDE THE USE AND DEVELOPMENT OF AN ADDITIONAL FLOOR ABOVE WAREHOUSE UNITS 28 THROUGH 51 FOR THE PURPOSE OF A 5315SQM STORAGE FACILITY COMPRISING 168 STORES, INTRODUCTION OF AN OFFICE USE AND REDUCTION TO THE NUMBER OF WAREHOUSES FROM 51 TO 49	$1,800,000

Determination: PPAM (Amended Permit Issued by Delegate)

Determination Date: 21-12-2023

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P465/2023 P/N: 1	Planning Application	13/09/2023	31 Essex St, Sunshine North	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FOUR (4) DOUBLE STOREY DWELLINGS WITHIN A SPECIAL BUILDING OVERLAY	$980,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 22-12-2023					
P509/2021 P/N: 2	Planning Application	26/09/2023	2-6 Monash St, Sunshine 2 Monash St, Sunshine	General Residential Zone (GRZ) Car Parking Reduction and Child Care Centre and PPAR-One or more new b AMENDMENT TO THE PLANS TO INCREASE THE BUILDING FOOTPRINT AND ASSOCIATED MODIFICATIONS TO THE DESIGN & LAYOUT INCLUDING INTERNAL RE-ARRANGEMENT	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 22-12-2023					
P490/2023 P/N: 1	Planning Application	26/09/2023	57-59 Metherall St, Sunshine North	Commercial 1 Zone (C1Z) Buildings & Works to Commercial Premise and PPAR-Alter building structure BUILDINGS AND WORKS TO AN EXISTING COMMERCIAL PREMISES	$12,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 18-12-2023					
S140/2023 P/N: 1	Subdivision Certification	27/09/2023	47-69 Swann Dr, Derrimut 71 Swann Dr, Derrimut 47-69 Swann Dr, Derrimut	Industrial 2 Zone (IN2) Subdivision - Industrial 2 LOT INDUSTRIAL SUBDIVISION (PS 914147X)	$0
Determination: PCER (Certified) Determination Date: 18-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P493/2023 P/N: 1	Planning Application	28/09/2023	8 Oldfield St, Sunshine West 8 Oldfield St, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 4 LOT RESIDENTIAL SUBDIVISION (PS 918424B)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 13-12-2023					
P494/2023 P/N: 1	Planning Application	28/09/2023	63 Ardoyne St, Sunshine 65 Ardoyne St, Sunshine 111A Wright St, Sunshine 111B Wright St, Sunshine 111C Wright St, Sunshine	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 4 LOT RESIDENTIAL SUBDIVISION (PS 918503F)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 07-12-2023					
P498/2023 P/N: 1	Planning Application	02/10/2023	80 Harvester Rd, Sunshine	Activity Centre Zone (ACZ) Car Parking Reduction and Buildings & Works and PPAR-Waiving of parking BUILDINGS AND WORKS FOR AN AUTOMATED COLLECTION POINT (KIOSK) WITH ASSOCIATED SIGNAGE	$35,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 15-12-2023					
P504/2023 P/N: 1	Planning Application	03/10/2023	12 Cutts St, Sunshine North 12 Cutts St, Sunshine North	Residential Growth Zone (RGZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 917707T)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 06-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P499/2023v P/N: 1	Planning Application (VicSmart)	04/10/2023	46-50 Cromer Ave, Sunshine North	Industrial 3 Zone (IN3) Buildings & Works to Industrial Premise and PPAR-Other buildings & works BUILDINGS AND WORKS ASSOCIATED WITH A SERVICE INDUSTRY	$2,000
Determination: PWIT (Planning Application Withdrawn) Determination Date: 04-12-2023					
P782/2021 P/N: 2	Planning Application	11/10/2023	70 Swann Dr, Derrimut	Industrial 2 Zone (IN2) Materials Recycling and Change of Use and PPAR-Change or extension of AMENDMENT TO CONDITIONS ON THE PLANNING PERMIT TO INCREASE THE MAXIMUM NUMBER OF STAFF ALLOWED ON SITE AT ANY ONE TIME FROM 10 TO 30	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 06-12-2023					
P510/2023 P/N: 1	Planning Application	11/10/2023	427 Ballarat Rd, Sunshine	General Residential Zone (GRZ) Advertising/Signage and PPAR-Signage and Buildings & Works BUILDINGS AND WORKS TO AN EXISTING CONVENIENCE RESTAURANT AND ERECTION AND DISPLAY OF INTERNALLY ILLUMINATED BUSINESS IDENTIFICATION SIGNAGE	$50,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 05-12-2023					
P517/2023 P/N: 1	Planning Application	16/10/2023	475 Mt Derrimut Rd, Derrimut	Special Use Zone (SUZ) Subdivision and PPAR-Subdivision of land 2 LOT SUBDIVISION OF LAND WITHIN A HERITAGE OVERLAY AND LAND ADJACENT TO A ROAD IN A TRANSPORT ZONE 2 (PS 920893A)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 21-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S149/2023 P/N: 1	Subdivision Certification	16/10/2023	112-116 Anderson Rd, Sunshine	Residential Growth Zone (RGZ) Consolidation STAGED RESIDENTIAL SUBDIVISION (PS 916600T)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 21-12-2023					
P808/2016 P/N: 2	Planning Application	20/10/2023	70 Adelaide St, Albion 70 Adelaide St, Albion 17 Lawson St, Albion 15 Lawson St, Albion	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO THE PLANS TO SEPARATE UNITS 1 AND 2, CHANGE THE UNIT 1 CARPORT TO A GARAGE AND INTERNAL LAYOUT CHANGES	$610,500
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 22-12-2023					
P531/2023 P/N: 1	Planning Application	23/10/2023	87 Glengala Rd, Sunshine West	Commercial 1 Zone (C1Z) Advertising/Signage and PPAR-Signage ERECTION AND DISPLAY OF INTERNALLY ILLUMINATED AND BUSINESS IDENTIFICATION SIGNAGE	$20,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 06-12-2023					
P543/2023 P/N: 1	Planning Application	25/10/2023	3 Rosewall St, Sunshine North 1/3 Rosewall St, Sunshine North 2/3 Rosewall St, Sunshine North 3/3 Rosewall St, Sunshine North 3 Rosewall St, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 917712B)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 14-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S155/2023 P/N: 1	Subdivision Certification	27/10/2023	214 Proximity Dr, Sunshine West 212 Proximity Dr, Sunshine West 210 Proximity Dr, Sunshine West	Industrial 2 Zone (IN2) Subdivision - Industrial APPLICATION TO DISSOLVE THE OWNER'S CORPORATION ON PS717956L	$0
Determination: PCER (Certified) Determination Date: 04-12-2023					
P560/2023 P/N: 1	Planning Application	02/11/2023	8 Mansfield Ave, Sunshine North 8 Mansfield Ave, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 905802S)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-12-2023					
P580/2023 P/N: 1	Planning Application	13/11/2023	39 Glengala Rd, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 903867X)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 18-12-2023					
P268/2023 P/N: 2	Planning Application	14/11/2023	138 Devonshire Rd, Sunshine 138 Devonshire Rd, Sunshine 79 Duke St, Sunshine	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land AMENDMENT TO THE PERMIT FOR A 2 LOT SUBDIVISION TO DELETE CONDTION 8 AND REVISE CONDITION 9	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 04-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P589/2023 P/N: 1	Planning Application	17/11/2023	54 Hunter Rd, Derrimut	Industrial 1 Zone (IN1) Liquor License and PPAR-Liquor License USE OF THE LAND FOR THE SALE OF LIQUOR PURSUANT TO A REMOTE SELLER'S PACKAGED LIQUOR LICENCE ASSOCIATED WITH A WAREHOUSE	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 14-12-2023					
P388/2023 P/N: 2	Planning Application	27/11/2023	32-48 Spencer St, Sunshine West	Industrial 2 Zone (IN2) Advertising/Signage and PPAR-Signage AMENDEMENT TO THE PERMIT TO ALTER CONDITION 15 TO ALLOW THE ADVERTISEMENTS ON THE SIGN TO DISPLAY FOR NO LESS THAN 30 SECONDS INSTEAD OF 60 SECONDS	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 07-12-2023					
P600/2023v P/N: 1	Planning Application (VicSmart)	27/11/2023	71 Baldwin Ave, Sunshine North 71 Baldwin Ave, Sunshine North	Industrial 3 Zone (IN3) Buildings & Works to Industrial Premise and PPAR-Other buildings & works FENCING TO AN INDUSTRIAL WAREHOUSE	$20,000
Determination: PNPR (No Permit Required) Determination Date: 04-12-2023					
P605/2023v P/N: 1	Planning Application (VicSmart)	30/11/2023	21 Imperial Ave, Sunshine North	Industrial 3 Zone (IN3) Buildings & Works to Industrial Premise and PPAR-Extend exist building CONSTRUCTION OF AN EXTENSION TO AN ANCILLARY OFFICE ASSOCIATED WITH AN EXISTING WAREHOUSE	$30,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 05-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P174/2021 P/N: 2	Planning Application	05/12/2023	4 Jessie St, Sunshine	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO THE ENDORSED PLANS TO EXTEND THE RETREAT SO IT IS IN LINE WITH BED 3 AND BED 4 WALLS TO BOTH DWELLINGS	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 14-12-2023					
P619/2023v P/N: 1	Planning Application (VicSmart)	05/12/2023	97 Blanche St, Ardeer	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 921112D)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 12-12-2023					
P631/2023v P/N: 1	Planning Application (VicSmart)	13/12/2023	7 Norwood St, Albion 7 Norwood St, Albion	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 919612U)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 15-12-2023					
P635/2023 P/N: 1	Planning Application	15/12/2023	47 Industrial Dr, Sunshine West	Industrial 2 Zone (IN2) Buildings & Works to Industrial Premise and PPAR-Alter building structure BUILDINGS AND WORKS TO AN EXISTING WAREHOUSE	$55,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-12-2023					

Ward: Horseshoe Bend 17

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S28/2021 P/N: 1	Subdivision Certification	10/03/2021	86 Vincent Ave, St Albans 86 Vincent Ave, St Albans 86A Vincent Ave, St Albans 86B Vincent Ave, St Albans	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 848775H)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 20-12-2023					
S140/2022 P/N: 1	Subdivision Certification	12/09/2022	54 Walmer Ave, St Albans 1/54 Walmer Ave, St Albans 2/54 Walmer Ave, St Albans 3/54 Walmer Ave, St Albans 54 Walmer Ave, St Albans	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 901763W)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 22-12-2023					
P409/2013 P/N: 2	Planning Application	30/03/2023	8 Erica Ave, St Albans 1/8 Erica Ave, St Albans 2/8 Erica Ave, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF A DOUBLE STOREY DWELLING TO THE FRONT OF AN EXISTING SINGLE STOREY DWELLING	$250,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 20-12-2023					
P148/2023 P/N: 1	Planning Application	06/04/2023	15 Victoria Cres, St Albans	Neighbourhood Residential Zone (NRZ) Community Care Accommodation and PPAR-One or more new buildings and Medical Centre DEVELOPMENT OF THE LAND FOR A FOUR (4) STOREY BUILDING FOR A MEDICAL CENTRE AND COMMUNITY CARE HOUSING AND A REDUCTION IN THE STANDARD CAR PARKING REQUIREMENT WITHIN A DESIGN AND DEVELOPMENT OVERLAY SCHEDULE 9	$4,000,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 06-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S80/2023 P/N: 1	Subdivision Certification	19/06/2023	43-45 Hopkins Ave, Keilor	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVSION (PS 843023L) OF LAND AFFECTED BY A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 2	$0
Determination: PCER (Certified) Determination Date: 05-12-2023					
S89/2023 P/N: 1	Subdivision Certification	30/06/2023	3 Arthur St, St Albans 3 Arthur St, St Albans	Residential Growth Zone (RGZ) Subdivision - Residential 5 LOT RESIDENTIAL SUBDIVISION (PS 916732A)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 28-12-2023					
P479/2023 P/N: 1	Planning Application	20/09/2023	22 Translink Dr, Keilor Park	Commercial 2 Zone (C2Z) Animal Husbandry and PPAR-Change or extension of use USE OF THE LAND FOR DOMESTIC ANIMAL BOARDING	$0
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 22-12-2023					
P497/2023 P/N: 1	Planning Application	02/10/2023	78 Power St, St Albans	Residential Growth Zone (RGZ) Advertising/Signage and PPAR-Signage ERECTION AND DISPLAY OF HOME BASED-BUSINESS SIGNAGE	$350
Determination: PPI (Permit Issued by Delegate) Determination Date: 14-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P521/2023 P/N: 1	Planning Application	18/10/2023	1 McGregors Dr, Keilor Park	Industrial 1 Zone (IN1) Buildings & Works to Industrial Premise and PPAR-Extend exist building CONSTRUCTION OF A CANOPY TO AN EXISTING WAREHOUSE	$448,800
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-12-2023					
P535/2023 P/N: 1	Planning Application	25/10/2023	61 Swan St, Keilor Park	Neighbourhood Residential Zone (NRZ) Dwelling and PPAR-Single dwelling USE AND DEVELOPMENT OF THE LAND FOR A DWELLING IN A MELBOURNE AIRPORT ENVIRON OVERLAY SCHEDULE 2	$633,800
Determination: PPI (Permit Issued by Delegate) Determination Date: 12-12-2023					
P541/2023 P/N: 1	Planning Application	27/10/2023	1/41 Perrett Ave, St Albans 2/41 Perrett Ave, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling ALTERATIONS TO THE EXISTING DWELLING AND THE CONSTRUCTION OF TWO (2) SINGLE STOREY DWELLINGS TO THE REAR	$550,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 21-12-2023					
P562/2023 P/N: 1	Planning Application	02/11/2023	13 Buckland Cres, Keilor	Neighbourhood Residential Zone (NRZ) Dwelling and PPAR-Single dwelling USE AND DEVELOPMENT OF THE LAND FOR A DWELLING IN A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 2	$485,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 14-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P564/2023 P/N: 1	Planning Application	02/11/2023	14-16 Buckland Cres, Keilor	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 919775P) OF LAND AFFECTED BY A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 2	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 15-12-2023					
S158/2023 P/N: 1	Subdivision Certification	02/11/2023	14-16 Buckland Cres, Keilor 14 Buckland Cres, Keilor 16 Buckland Cres, Keilor	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 919775P) OF LAND AFFECTED BY A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 2	$0
Determination: PCER (Certified) Determination Date: 20-12-2023					
P597/2023 P/N: 1	Planning Application	23/11/2023	232 Main Rd East, St Albans	General Residential Zone (GRZ) Buildings & Works and PPAR-Extend exist building or structure CONSTRUCTION OF A VERANDAH	$21,252
Determination: PPI (Permit Issued by Delegate) Determination Date: 12-12-2023					
P603/2023 P/N: 1	Planning Application	29/11/2023	41 Patterson Ave, Keilor	Neighbourhood Residential Zone (NRZ) Dwelling and PPAR-Single dwelling USE AND DEVELOPMENT OF THE LAND FOR A SINGLE STOREY DWELLING IN A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 2	$600,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 27-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P77/2021 P/N: 2	Planning Application	19/12/2023	48 Hopkins Ave, Keilor	Neighbourhood Residential Zone (NRZ) Dwelling and PPAR-Single dwelling AMENDMENT TO THE ENDORSED PLANS FOR A DOUBLE STOREY DWELLING TO ALLOW FOR A DECK, PERGOLA AND POOL FENCE	$100,000

Determination: PPAM (Amended Permit Issued by Delegate)

Determination Date: 22-12-2023

Ward: Taylors 14

S143/2018 P/N: 1	Subdivision Certification	07/08/2018	7B Copernicus Way, Keilor Downs	Commercial 1 Zone (C1Z) Subdivision - Residential 9 LOT RESIDENTIAL SUBDIVISION (PS 809286U/S5)	$0

Determination: PSOC (Statement of Compliance)

Determination Date: 04-12-2023

S85/2021 P/N: 1	Subdivision Certification	04/06/2021	43A Fisken Way, Keilor Downs	Commercial 1 Zone (C1Z) Subdivision - Residential 10 LOT RESIDENTIAL SUBDIVISION (PS 809286U) OF LAND AFFECTED BY A SPECIAL BUILDING OVERLAY - ASPECT STAGE 9	$0

Determination: PSOC (Statement of Compliance)

Determination Date: 04-12-2023

S42/2022 P/N: 1	Subdivision Certification	30/03/2022	1 Durban Ct, Keilor Downs 1/1 Durban Ct, Keilor Downs 2/1 Durban Ct, Keilor Downs 1 Durban Ct, Keilor Downs	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 903818M) OF LAND AFFECTED BY A SPECIAL BUILDING OVERLAY	$0

Determination: PSOC (Statement of Compliance)

Determination Date: 19-12-2023

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P619/2018 P/N: 2	Planning Application	22/06/2023	36 Grogan Rd, Keilor North	Green Wedge Zone (GWZ) Dwelling and Dependent Person's Unit and PPAR-Single dwelling CONSTRUCTION OF A DWELLING AND CHANGE OF USE OF THE EXISTING DWELLING INTO A HABITABLE OUTBUILDING ASSOCIATED WITH A HOME-BASED BUSINESS	$750,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 21-12-2023					
P291/2023 P/N: 1	Planning Application	26/06/2023	1/26 Chris Ct, Hillside 2/26 Chris Ct, Hillside	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 917167A) WITHIN A SPECIAL BUILDING OVERLAY	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 06-12-2023					
S112/2023 P/N: 1	Subdivision Certification	09/08/2023	31A Fisken Way, Keilor Downs 41A Fisken Way, Keilor Downs 43 Fisken Way, Keilor Downs 45 Fisken Way, Keilor Downs 47 Fisken Way, Keilor Downs 49 Fisken Way, Keilor Downs 51 Fisken Way, Keilor Downs	Commercial 1 Zone (C1Z) Subdivision - Residential 5 LOT RESIDENTIAL SUBDIVISION (PS 809286U) OF LAND AFFECTED BY A SPECIAL BUILDING OVERLAY - ASPECT STAGE 10	$0
Determination: PSOC (Statement of Compliance) Determination Date: 04-12-2023					
P409/2023 P/N: 1	Planning Application	21/08/2023	21 Hispano Dr, Keilor Downs	Residential Growth Zone (RGZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) SINGLE STOREY DWELLINGS	$1,000,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P429/2023 P/N: 1	Planning Application	30/08/2023	61 Copernicus Way, Keilor Downs	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FIVE (5) DOUBLE STOREY DWELLINGS	$1,000,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 27-12-2023					
P524/2023 P/N: 1	Planning Application	19/10/2023	33 Cardigan Cres, Taylors Lakes 16-18 Pintail Cres, Taylors Lakes 20A Pintail Cres, Taylors Lakes	Public Park and Recreation Zone (PPRZ) Removal of Native Vegetation and PPAR-Native Vegetation Removal REMOVAL OF NATIVE VEGETATION	$200,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 11-12-2023					
S152/2023 P/N: 1	Subdivision Certification	24/10/2023	3 Morgan Ct, Hillside	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 920988N)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 20-12-2023					
P558/2019 P/N: 2	Planning Application	02/11/2023	2-4 Packard St, Keilor Downs 90 Taylors Rd, Keilor Downs 2-4 Packard St, Keilor Downs	General Residential Zone (GRZ) Indoor Recreation Facility and PPAR-Alter building structure or dwelling AMENDMENT TO THE PLANNING PERMIT FOR USE AND DEVELOPMENT OF THE LAND FOR A COMMUNITY AND RECREATION CENTRE TO ADD 78 ADDITIONAL CAR PARKING SPACES	$500,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 22-12-2023					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P575/2023 P/N: 1	Planning Application	10/11/2023	3 Wyperfeld Ave, Taylors Lakes	Neighbourhood Residential Zone (NRZ) Medical Centre and PPAR-Extend exist building or structure and Variation to Covenant VARIATION OF RESTRICTION CONTAINED IN TRANSFER K256597 AS IT APPLIES TO VOLUME 09375 FOLIO 210 BY DELETING PARAGRAPHS (A) (B) & (E)	$1,300,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 27-12-2023					
P634/2023v P/N: 1	Planning Application (VicSmart)	14/12/2023	44 Dongola Rd, Keilor Downs	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 922478C)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 15-12-2023					
P662/2023 P/N: 1	Planning Application	27/12/2023	10 Argyll St, Sydenham	Neighbourhood Residential Zone (NRZ) Dwelling Works (including fence) and PPAR-Other buildings & works (tanks, etc) CONSTRUCTION OF A FRONT FENCE	$5,000
Determination: PNPR (No Permit Required) Determination Date: 28-12-2023					

Summary			Initial / Amended	
Planning Applications:	78		59	19
General		*70*		
VicSmart		*8*		
Subdivision Certification Applications:	24		24	0
Total Applications:	**102**			

Total Estimated Cost: **$28,262,647**

Delegated Planning Permit Decisions
01/01/2024 – 31/01/2024

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
Ward: Grasslands 14					
S15/2022 P/N: 1	Subdivision Certification	08/02/2022	1/15 Butler St, St Albans 2/15 Butler St, St Albans 15 Butler St, St Albans	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 909057D)	$0
Determination: PCER (Certified) Determination Date: 12-01-2024					
S127/2022 P/N: 1	Subdivision Certification	18/08/2022	2 Lisbon Ct, Kings Park 2 Lisbon Ct, Kings Park 14 Magnolia Ave, Kings Park	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 910549X)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 18-01-2024					
P188/2023 P/N: 1	Planning Application	28/04/2023	62 James St, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) DOUBLE STOREY DWELLINGS	$900,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 17-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S65/2023 P/N: 1	Subdivision Certification	10/05/2023	10 Kate St, St Albans 10 Kate St, St Albans	Residential Growth Zone (RGZ) Subdivision - Residential 4 LOT RESIDENTIAL SUBDIVISION (PS 913613A) OF LAND AFFECTED BY A DESIGN AND DEVELOPMENT OVERLAY SCHEDULE 9 (DDO9)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 10-01-2024					
P402/2023 P/N: 1	Planning Application	17/08/2023	30 Railway Pde, Deer Park	Residential Growth Zone (RGZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF SEVEN (7) DWELLINGS (SIX TRIPLE STOREY AND ONE DOUBLE STOREY)	$994,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 19-01-2024					
P437/2023 P/N: 1	Planning Application	01/09/2023	25 Dumfries St, Deer Park	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) DOUBLE STOREY DWELLINGS WITHIN A SPECIAL BUILDING OVERLAY	$630,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 31-01-2024					
P491/2023 P/N: 1	Planning Application	26/09/2023	227 Taylors Rd, St Albans	Public Use Zone (PUZ) Telecommunication Facility and PPAR-Telecommunications facility BUILDINGS AND WORKS FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS FACILITY	$350,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 08-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S156/2023 P/N: 1	Subdivision Certification	01/11/2023	915 Ballarat Rd, Deer Park	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 920664R) OF LAND WITHIN A SPECIAL BUILDING OVERLAY AND TO LAND ADJACENT TO THE PRINCIPAL ROAD NETWORK.	$0
Determination: PCER (Certified) Determination Date: 22-01-2024					
P578/2023 P/N: 1	Planning Application	13/11/2023	142A Furlong Rd, Cairnlea	Public Conservation and Resource Zone (PCRZ) Removal of Native Vegetation and PPAR-Native Vegetation Removal NATIVE VEGETATION REMOVAL ASSOCIATED WITH THE CONSTRUCTION OF A PEDESTRIAN PATHWAY	$400,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 10-01-2024					
P581/2023 P/N: 1	Planning Application	14/11/2023	7/100 Furlong Rd, Cairnlea	Commercial 1 Zone (C1Z) Education Centre and PPAR-Other USE OF THE LAND FOR A RESTRICTED PLACE OF ASSEMBLY (NDIS DAY PROGRAM FACILITY)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 15-01-2024					
P455/2014 P/N: 2	Planning Application	20/11/2023	780 Ballarat Rd, Deer Park	Industrial 3 Zone (IN3) Advertising/Signage and PPAR-Signage AMENDMENT TO THE PLANS TO MODIFY SIGNAGE INCLUDING INTERNALLY ILLUMINATED SIGNS	$50,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 04-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P618/2023 P/N: 1	Planning Application	05/12/2023	96B Gillespie Rd, Kings Park	General Residential Zone (GRZ) Removal of Native Vegetation and PPAR-Native Vegetation Removal REMOVAL OF NATIVE VEGETATION	$200,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-01-2024					
P626/2023 P/N: 1	Planning Application	11/12/2023	27 Washington St, St Albans 27 Washington St, St Albans	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 918513C)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 31-01-2024					
P46/2015 P/N: 7	Planning Application	22/12/2023	780 Ballarat Rd, Deer Park	Industrial 3 Zone (IN3) Buildings & Works and PPAR-Extend exist building or structure AMENDMENT TO THE ENDORSED PLANS TO PROVIDE AN INCREASE TO THE RED LINE BOUNDARY (LICENCED AREA) AND MINOR BUILDING WORKS	$2,500
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 31-01-2024					
Ward: Harvester 33					
S9/2022 P/N: 1	Subdivision Certification	27/01/2022	10 Killara St, Sunshine West 10A Killara St, Sunshine West 10B Killara St, Sunshine West 10C Killara St, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 833749S)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 31-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S13/2022 P/N: 1	Subdivision Certification	28/01/2022	32 Nottingham St, Sunshine North 32 Nottingham St, Sunshine North 32B Nottingham St, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 902531P)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 02-01-2024					
P139/2022 P/N: 1	Planning Application	21/03/2022	53 Westmoreland Rd, Sunshine North	Residential Growth Zone (RGZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FOUR (4) DOUBLE STOREY DWELLINGS	$985,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 16-01-2024					
S103/2022 P/N: 1	Subdivision Certification	28/06/2022	8 Busch St, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 909684Y)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 24-01-2024					
S131/2022 P/N: 1	Subdivision Certification	24/08/2022	43 Imperial Ave, Sunshine North 43 Imperial Ave, Sunshine North 41A Imperial Ave, Sunshine North 41B Imperial Ave, Sunshine North 43 Imperial Ave, Sunshine North 41-43 Imperial Ave, Sunshine North	Industrial 3 Zone (IN3) Subdivision - Industrial 3 LOT INDUSTRIAL SUBDIVISION (PS 848832X) ON LAND AFFECTED BY MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 2	$0
Determination: PCER (Certified) Determination Date: 16-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P614/2022 P/N: 1	Planning Application	08/11/2022	33 Essex St, Sunshine North	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FOUR (4) DOUBLE STOREY DWELLINGS	$980,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 23-01-2024					
P164/2023 P/N: 1	Planning Application	18/04/2023	12-18 McDonald Rd, Brooklyn 20-24 McDonald Rd, Brooklyn	Industrial 1 Zone (IN1) Buildings & Works to Industrial Premise and PPAR-Alter building structure USE AND DEVELOPMENT OF LAND FOR TRADE SUPPLIES WITH ANCILLARY OPEN STORAGE	$480,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 24-01-2024					
P184/2023 P/N: 1	Planning Application	27/04/2023	25 Hertford Rd, Sunshine	Activity Centre Zone (ACZ) Dwelling and Office and Demolition and PPAR-Single dwelling and PPAR-O USE AND DEVELOPMENT OF THE LAND FOR A THREE (3) STOREY MIXED USE BUILDING COMPRISING OFFICE ON THE GROUND FLOOR AND ONE DWELLING ON THE GROUD, FIRST AND SECOND FLOORS	$1,200,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 29-01-2024					
P215/2023 P/N: 1	Planning Application	16/05/2023	31 Adams Ct, Sunshine West 35 Adams Ct, Sunshine West	Industrial 2 Zone (IN2) Buildings & Works to Factory and PPAR-Extend exist building or structure USE OF THE LAND FOR INDUSTRY (SIGN-MAKING) & ASSOCIATED BUILDINGS AND WORKS, REDUCTION TO THE STANDARD CAR PARKING REQUIREMENTS & WAIVERING OF BICYCLE FACILITIES REQUIREMENTS	$89,100
Determination: PPI (Permit Issued by Delegate) Determination Date: 12-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P276/2023 P/N: 1	Planning Application	16/06/2023	32 Raymond St, Sunshine West	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF ADDITIONS (CARPORT) TO THE EXISTING DWELLING AND THE CONSTRUCTION OF A SINGLE STOREY DWELLING TO THE REAR	$360,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 16-01-2024					
P281/2023 P/N: 1	Planning Application	20/06/2023	157 Glengala Rd, Sunshine West	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FIVE (5) DOUBLE STOREY DWELLINGS	$1,000,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 08-01-2024					
P298/2023 P/N: 1	Planning Application	29/06/2023	116 Derby Rd, Sunshine	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) DOUBLE STOREY DWELLINGS	$800,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 03-01-2024					
P332/2023 P/N: 1	Planning Application	12/07/2023	58 Clayton St, Sunshine North	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF ADDITIONS (CARPORT) TO THE EXISTING DWELLING AND THE CONSTRUCTION OF A DOUBLE STOREY DWELLING TO THE REAR	$350,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 16-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P378/2023 P/N: 1	Planning Application	03/08/2023	34 Castro Way, Derrimut	Industrial 1 Zone (IN1) Warehouse and PPAR-One or more new buildings and Car Parking Reduction CONSTRUCTION OF 12 WAREHOUSES	$2,570,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 31-01-2024					
P393/2023 P/N: 1	Planning Application	11/08/2023	8 Annastasia Way, Sunshine North	Activity Centre Zone (ACZ) Liquor License and PPAR-Liquor License USE OF THE SITE AS A PLACE OF ASSEMBLY (GOLF SIMULATOR) WITH ANCILLARY BAR WITH AN ASSOCIATED ON-PREMISES LIQUOR LICENCE AND WORKS (MEZZANINE) TO THE EXISTING BUILDING	$25,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 31-01-2024					
P407/2023 P/N: 1	Planning Application	18/08/2023	57 Reid St, Ardeer 87 Reid St, Ardeer 57 Reid St, Ardeer	Industrial 3 Zone (IN3) Telecommunication Facility and PPAR-One or more new buildings TELECOMMUNICATIONS TOWER	$400,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 12-01-2024					
P439/2023 P/N: 1	Planning Application	01/09/2023	210 Proximity Dr, Sunshine West	Industrial 2 Zone (IN2) Warehouse and PPAR-One or more new buildings USE AND DEVELOPMENT OF THE LAND FOR A WAREHOUSE AND REDUCTION TO THE STANDARD CAR PARKING REQUIREMENT	$580,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 25-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P451/2020 P/N: 2	Planning Application	11/09/2023	104 Phoenix St, Sunshine North 106 Phoenix St, Sunshine North	Residential Growth Zone (RGZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO THE PERMIT AND PLANS TO MODIFY THE DEVELOPMENT TO ALLOW FOR FOUR (4) DWELLINGS TO BE TRIPLE STOREY	$200,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 09-01-2024					
P465/2023 P/N: 1	Planning Application	13/09/2023	31 Essex St, Sunshine North	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FOUR (4) DOUBLE STOREY DWELLINGS WITHIN A SPECIAL BUILDING OVERLAY	$980,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 23-01-2024					
P474/2023v P/N: 1	Planning Application (VicSmart)	20/09/2023	200 Forrest St, Ardeer	General Residential Zone (GRZ) Advertising/Signage and PPAR-Signage ERECTION AND DISPLAY OF SIGNAGE	$2,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 04-01-2024					
P79/2021 P/N: 2	Planning Application	05/10/2023	50 East Derrimut Cres, Derrimut	Industrial 2 Zone (IN2) Store and Buildings & Works to Industrial Premise and PPAR-Other buildings/works AMENDMENT TO THE PLANNING PERMIT AND ENDORSED PLANS FOR A TRUCK STORE TO CHANGE THE FRONT FENCE, ADD LIGHT POLES, REMOVE LANDSCAPING AND REMOVE THE REQUIREMENT TO SEAL THE SITE	$90,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 04-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P506/2023 P/N: 1	Planning Application	05/10/2023	5 Salisbury St, Sunshine North	Industrial 3 Zone (IN3) Buildings & Works to Industrial Premise and PPAR-One or more new buildings CONSTRUCTION OF A SHED FOR STORAGE PURPOSES IN ASSOCIATION WITH A COMMERCIAL LAUNDRY AND REDUCTION IN THE STANDARD CAR PARKING REQUIREMENTS	$70,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 04-01-2024					
P530/2023 P/N: 1	Planning Application	23/10/2023	17 Glinden Ave, Ardeer	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) DOUBLE STOREY DWELLINGS	$550,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 30-01-2024					
P582/2023v P/N: 1	Planning Application (VicSmart)	14/11/2023	50 Spalding Ave, Sunshine North	Industrial 3 Zone (IN3) Warehouse and PPAR-One or more new buildings CONSTRUCTION OF A WAREHOUSE AND ANCILLARY OFFICE AND REDUCTION TO THE STANDARD CAR PARKING REQUIREMENT	$280,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 04-01-2024					
P593/2023 P/N: 1	Planning Application	21/11/2023	6 Oldfield St, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 5 LOT RESIDENTIAL SUBDIVISION (PS 911181P)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 17-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P616/2023 P/N: 1	Planning Application	01/12/2023	33 Hunter Rd, Derrimut	Industrial 1 Zone (IN1) Industry and PPAR-One or more new buildings CONSTRUCTION OF A BUILDING (SOUTH SIDE OF SITE) AND WORKS IN ASSOCIATION WITH INDUSTRY	$50,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 29-01-2024					
P615/2023 P/N: 1	Planning Application	04/12/2023	5-17 Marshall St, Sunshine North 5-17 Marshall St, Sunshine North 5-17 Marshall St, Sunshine North 5-17 Marshall St, Sunshine North 5-17 Marshall St, Sunshine North 5 Marshall St, Sunshine North	Industrial 3 Zone (IN3) Buildings & Works to Industrial Premise and PPAR-Other buildings & works BUILDINGS AND WORKS (INSTALLATION OF A FIRE RATED WALL AND RELOCATION OF THE PORTABLE TOILET FACILITY) TO AN EXISTING PLACE OF WORSHIP IN A MELBOURNE AIRPORT ENVIRONS OVERLAY (SCHEDULE 2)	$20,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 03-01-2024					
P621/2023 P/N: 1	Planning Application	06/12/2023	26 Davey St, Sunshine West 26 Davey St, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 918530C)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 24-01-2024					
P579/2016 P/N: 2	Planning Application	08/12/2023	12 Bennett St, Sunshine West 12 Bennett St, Sunshine West 8 Boyle Ct, Sunshine West	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO PLANS TO ALTER LANDSCAPING	$5,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 11-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P627/2023 P/N: 1	Planning Application	12/12/2023	30 Lachlan Rd, Sunshine West 30 Lachlan Rd, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 847475B)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 31-01-2024					
P628/2023 P/N: 1	Planning Application	12/12/2023	5 Whitesides Ave, Sunshine West 1/5 Whitesides Ave, Sunshine West 2/5 Whitesides Ave, Sunshine West 3/5 Whitesides Ave, Sunshine West 5 Whitesides Ave, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 847476Y)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 24-01-2024					
P629/2023 P/N: 1	Planning Application	12/12/2023	29 Ford Ave, Sunshine North 1/29 Ford Ave, Sunshine North 2/29 Ford Ave, Sunshine North 3/29 Ford Ave, Sunshine North 29 Ford Ave, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 922411M)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 31-01-2024					
P15/2024v P/N: 1	Planning Application (VicSmart)	22/01/2024	2 Freeman St, Sunshine	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 921486J)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 24-01-2024					

Ward: Horseshoe Bend 14

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S41/2020 P/N: 1	Subdivision Certification	02/04/2020	36 Harmon Ave, St Albans 36 Harmon Ave, St Albans	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 737086C)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 05-01-2024					
P714/2022 P/N: 1	Planning Application	22/12/2022	147 Power St, St Albans	Residential Growth Zone (RGZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FIVE (5) DWELLINGS (ONE TRIPLE STOREY AND FOUR DOUBLE STOREY)	$1,500,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 11-01-2024					
P589/2016 P/N: 5	Planning Application	01/05/2023	75 Sharps Rd, Tullamarine	Industrial 1 Zone (IN1) Car Parking Reduction and Office and Warehouse and Other/Miscellaneous AMENDMENT TO THE PERMIT AND PLANS FOR AN EXTENSION TO A DATA CENTRE	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 17-01-2024					
S80/2023 P/N: 1	Subdivision Certification	19/06/2023	43-45 Hopkins Ave, Keilor	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVSION (PS 843023L) OF LAND AFFECTED BY A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 2	$0
Determination: PSOC (Statement of Compliance) Determination Date: 30-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P280/2023 P/N: 1	Planning Application	20/06/2023	68 Alfrieda St, St Albans	Commercial 1 Zone (C1Z) Car Parking Reduction and PPAR-Waiving of parking requirement CONSTRUCTION OF WORKS TO AN EXISTING BUILDING IN ASSOCIATION WITH A SUPERMARKET	$90,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 03-01-2024					
S91/2023 P/N: 1	Subdivision Certification	03/07/2023	63 William St, St Albans 63 William St, St Albans	General Residential Zone (GRZ) Consolidation CONSOLIDATION OF TWO ALLOTMENTS OF LAND (PC 378615P)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 25-01-2024					
P398/2023 P/N: 1	Planning Application	16/08/2023	2 Spence St, Keilor Park	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF A DOUBLE STOREY DWELLING TO THE SIDE OF THE EXISTING DWELLING	$800,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 29-01-2024					
P467/2023 P/N: 1	Planning Application	15/09/2023	161 Arundel Rd, Keilor	Green Wedge Zone (GWZ) Dwelling Extension and PPAR-Extend exist dwell or associated structure BUILDINGS AND WORKS TO AN EXISTING DWELLING WITHIN AN ENVIRONMENTAL SIGNFICANCE OVERLAY 5, LAND SUBJECT TO INUNDATION OVERLAY AND MELBOURNE AIROIRT ENVIRONS OVERLAY SCHEDULE 1	$40,857
Determination: PPI (Permit Issued by Delegate) Determination Date: 25-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P479/2023 P/N: 1	Planning Application	20/09/2023	22 Translink Dr, Keilor Park	Commercial 2 Zone (C2Z) Animal Husbandry and PPAR-Change or extension of use USE OF THE LAND FOR DOMESTIC ANIMAL BOARDING	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-01-2024					
P520/2023 P/N: 1	Planning Application	18/10/2023	95 Alfrieda St, St Albans	General Residential Zone (GRZ) Buildings & Works to Place of Assembly and PPAR-Alter building structure CONSTRUCTION OF A VERANDAH TO A PLACE OF WORSHIP	$30,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 18-01-2024					
P595/2009 P/N: 2	Planning Application	25/10/2023	10A East Esplanade, St Albans	Commercial 1 Zone (C1Z) Liquor License and PPAR-Liquor License EXTENSION TO LIQUOR LICENCE TRADING HOURS	$5,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 29-01-2024					
P606/2023 P/N: 1	Planning Application	30/11/2023	29 Walmer Ave, St Albans 29 Walmer Ave, St Albans 29A Walmer Ave, St Albans 29B Walmer Ave, St Albans	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 921707U)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 22-01-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P624/2023 P/N: 1	Planning Application	08/12/2023	15 Patterson Ave, Keilor	Neighbourhood Residential Zone (NRZ) Dwelling and PPAR-Single dwelling USE AND DEVELOPMENT OF THE LAND FOR A DOUBLE STOREY DWELLING WITHIN A MELBOURNE AIRPORT ENVIRONS OVERLAY	$631,238

Determination: PPI (Permit Issued by Delegate)

Determination Date: 16-01-2024

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P666/2023 P/N: 1	Planning Application	29/12/2023	13 Hislop St, Keilor	Neighbourhood Residential Zone (NRZ) Dwelling and PPAR-Single dwelling USE AND DEVELOPMENT OF THE LAND FOR A DOUBLE STOREY DWELLING IN A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 1	$990,000

Determination: PPI (Permit Issued by Delegate)

Determination Date: 29-01-2024

Ward: Taylors 9

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S187/2021 P/N: 1	Subdivision Certification	24/11/2021	21A Copernicus Way, Keilor Downs 46A Thornhill Dr, Keilor Downs 40 Mission Cres, Keilor Downs 38 Mission Cres, Keilor Downs 36 Mission Cres, Keilor Downs 34 Mission Cres, Keilor Downs 32 Mission Cres, Keilor Downs 30 Mission Cres, Keilor Downs 28 Mission Cres, Keilor Downs 26 Mission Cres, Keilor Downs 24 Mission Cres, Keilor Downs 22 Mission Cres, Keilor Downs 20 Mission Cres, Keilor Downs 18 Mission Cres, Keilor Downs 16 Mission Cres, Keilor Downs 14 Mission Cres, Keilor Downs 12 Mission Cres, Keilor Downs 10 Mission Cres, Keilor Downs 8 Mission Cres, Keilor Downs 6 Mission Cres, Keilor Downs 4 Mission Cres, Keilor Downs 44 Mission Cres, Keilor Downs 46 Mission Cres, Keilor Downs 48 Mission Cres, Keilor Downs 50 Mission Cres, Keilor Downs 7 Mission Cres, Keilor Downs 9 Mission Cres, Keilor Downs 11 Mission Cres, Keilor Downs 5 Mission Cres, Keilor Downs 3 Mission Cres, Keilor Downs 1 Mission Cres, Keilor Downs 2A Mission Cres, Keilor Downs 18A Mission Cres, Keilor Downs 42A Mission Cres, Keilor Downs	Commercial 1 Zone (C1Z) Subdivision - Commercial 29 LOT COMMERCIAL SUBDIVISION (PS 905662G) OF LAND AFFECTED BY A SPECIAL BUILDING OVERLAY	$0

Determination: PCER (Certified)

Determination Date: 29-01-2024

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P375/2023 P/N: 1	Planning Application	03/08/2023	7 Victoria Rd, Sydenham	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) DWELLINGS (ONE SINGLE STOREY AND ONE DOUBLE STOREY)	$950,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 29-01-2024					
P381/2023 P/N: 1	Planning Application	08/08/2023	2A Roseleigh Bvd, Sydenham	General Residential Zone (GRZ) Telecommunication Facility and PPAR-Other and Change of Use DEVELOPMENT OF THE LAND FOR A TELECOMMUNICATIONS FACILITY	$300,000
Determination: PPR (Permit Refused by Delegate) Determination Date: 09-01-2024					
P429/2023 P/N: 1	Planning Application	30/08/2023	61 Copernicus Way, Keilor Downs	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FIVE (5) DOUBLE STOREY DWELLINGS	$1,000,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 29-01-2024					
P553/2023 P/N: 1	Planning Application	31/10/2023	100 Farr Pkwy, Keilor North	Green Wedge Zone (GWZ) Buildings & Works and Removal of Native Vegetation and PPAR-Other buildings/works REMOVAL OF NATIVE VEGETATION AND PARTIAL DEMOLITION AND BUILDINGS AND WORKS TO A BUILDING IN A HERITAGE OVERLAY (HO46)	$700,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 25-01-2024					

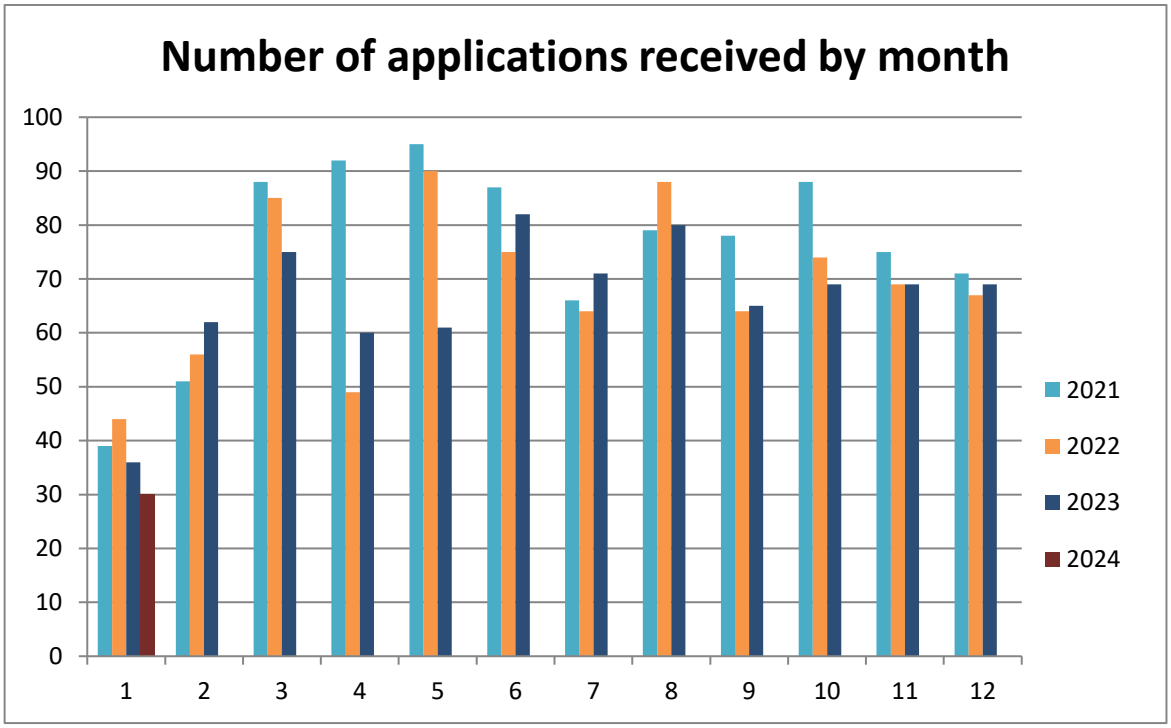
Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P568/2023 P/N: 1	Planning Application	06/11/2023	1A Kialoa Ct, Taylors Lakes	Neighbourhood Residential Zone (NRZ) Dwelling Works (including fence) and PPAR-Extend exist dwell or associated structure BUILDINGS AND WORKS TO AN EXISTING DWELLING ON A LOT LESS THAN 300SQM	$18,142
Determination: PLAP (Planning Application Lapsed) Determination Date: 29-01-2024					
P645/2023 P/N: 1	Planning Application	20/12/2023	30/868 Old Calder Hwy, Keilor	Neighbourhood Residential Zone (NRZ) Dwelling Works (including fence) and PPAR-Extend exist dwell or associated structure CONSTRUCTION OF A PERGOLA TO A RETIREMENT VILLAGE UNIT	$10,508
Determination: PPI (Permit Issued by Delegate) Determination Date: 02-01-2024					
S2/2024 P/N: 1	Subdivision Certification	05/01/2024	3 Wyperfeld Ave, Taylors Lakes	Neighbourhood Residential Zone (NRZ) Variation of Restrictive Covenant VARIATION OF RESTRICTION CONTAINED IN TRANSFER K256597 AS IT APPLIES TO VOLUME 09375 FOLIO 210 BY DELETING PARAGRAPHS (A) (B) & (E)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 05-01-2024					
P14/2024v P/N: 1	Planning Application (VicSmart)	22/01/2024	4 Itala Ct, Keilor Downs 4A Itala Ct, Keilor Downs 4B Itala Ct, Keilor Downs	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 909233K)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 24-01-2024					

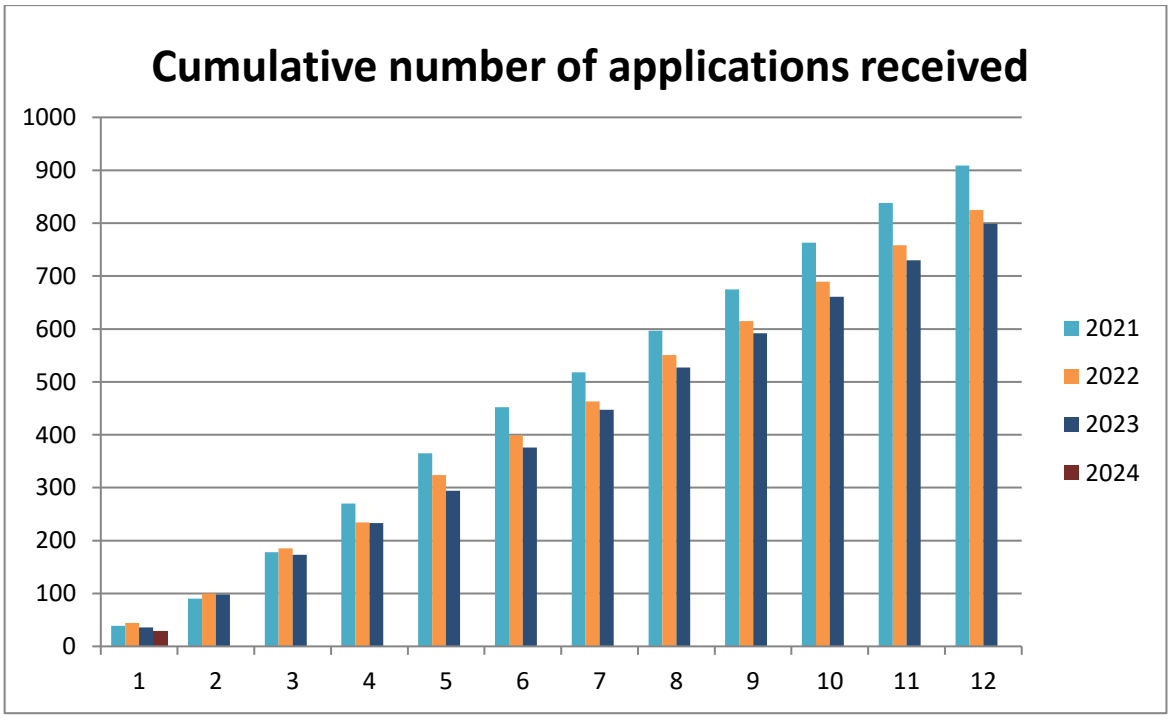
Summary

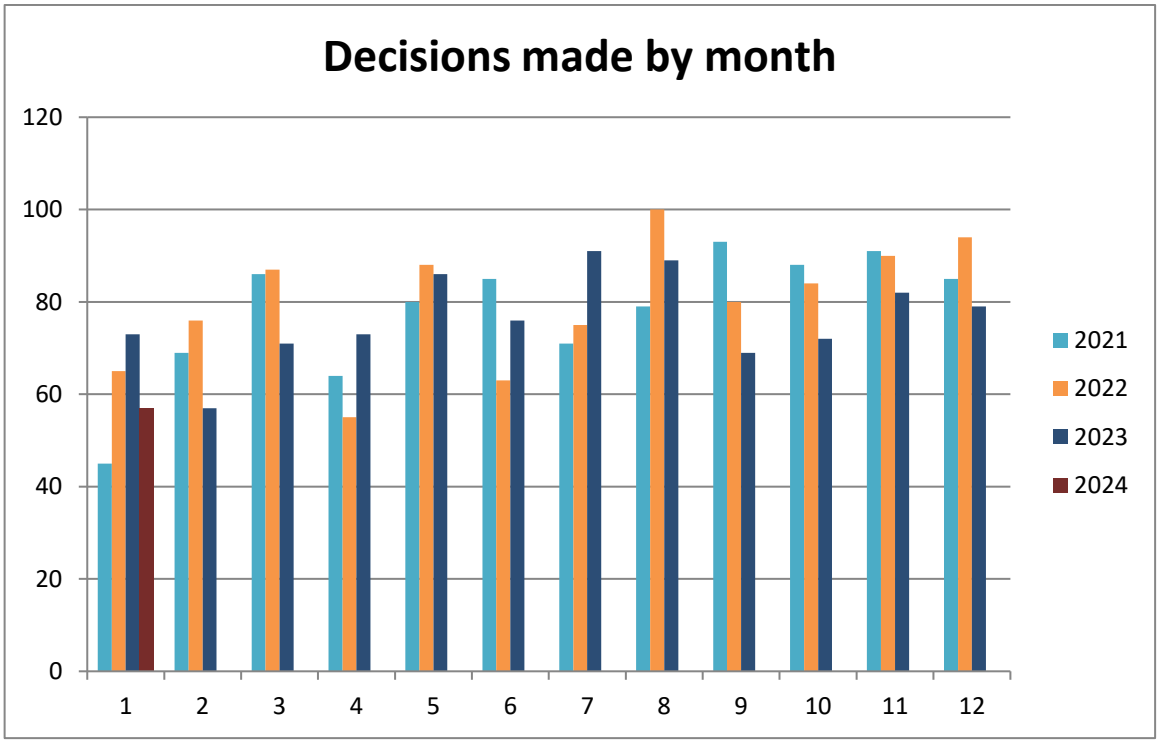
		Initial / Amended	
Planning Applications:	57	50	7
General	*53*		
VicSmart	*4*		

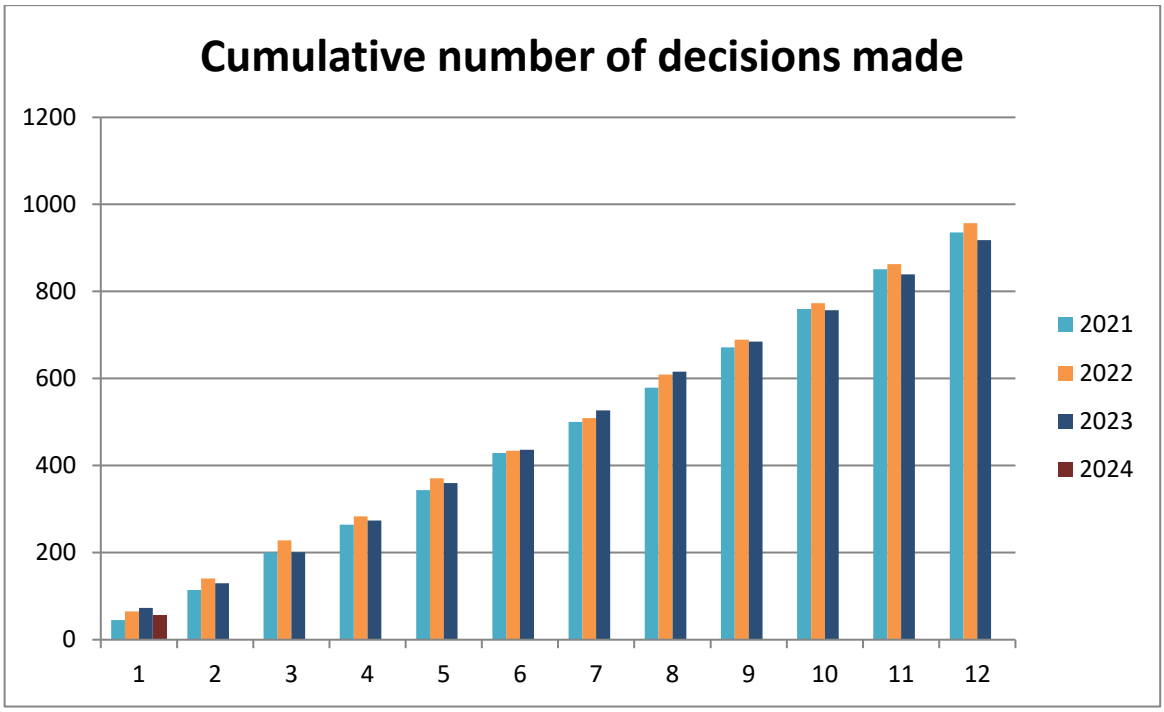
Application Number	Application Type	Received Date			Property Address	Proposal Description	Estimated Cost
Subdivision Certification Applications:		13	13	0			
Total Applications:		**70**				**Total Estimated Cost:**	**$22,658,345**

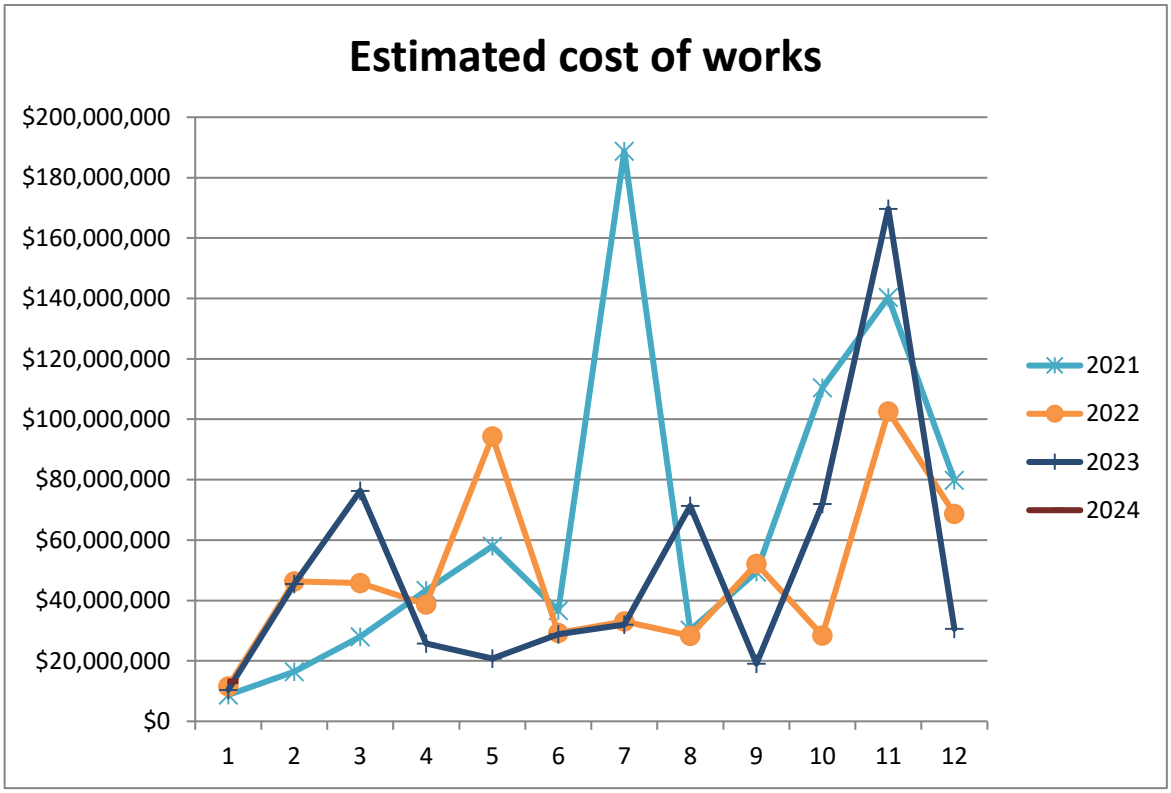
Graphical representation of data from last three years

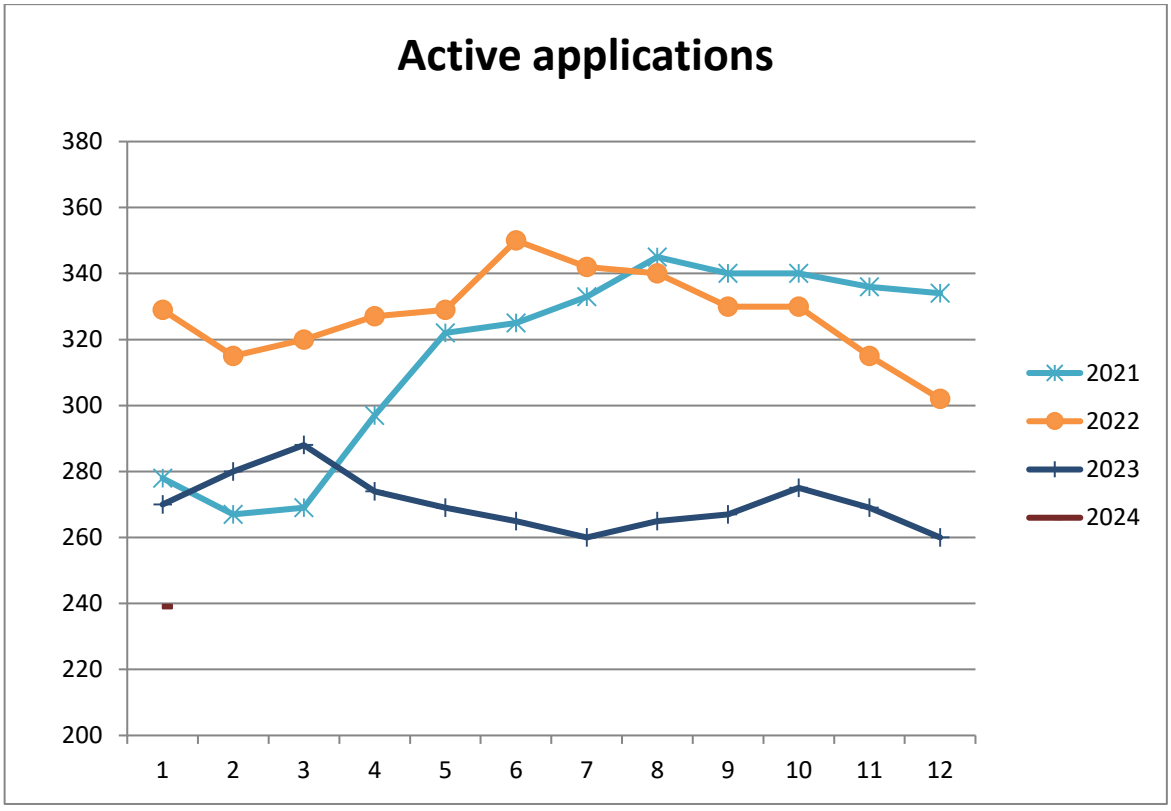





Decisions made by month
120
100
80
60
40
20
0
1
2
3
4
5
6
7
8
9
10
11
12
2021
2022
2023
2024


Cumulative number of decisions made
1200
1000
800
600
400
200
0
1
2
3
4
5
6
7
8
9
10
11
12
2021
2022
2023
2024


Estimated cost of works
$200,000,000
$180,000,000
$160,000,000
$140,000,000
$120,000,000
$100,000,000
$80,000,000
$60,000,000
$40,000,000
$20,000,000
$0
1
2
3
4
5
6
7
8
9
10
11
12
2021
2022
2023
2024


Active applications
380
360
340
320
300
280
260
240
220
200
1
2
3
4
5
6
7
8
9
10
11
12
2021
2022
2023
2024

Planning Scheme Amendment Summary – As at 31 January 2024

The table below shows the status of current planning scheme amendments:

Amendment	Intent	Status	Progress summary
Amendment C214 – Development Contributions Plan – Schedule 2	Introduce Development Contribution Plan 2022 through updating Development Contribution Plan Overlay (Schedule 2) in the Brimbank Planning Scheme	Amendment C214 was Exhibited from 10 August – 3 November 2023. A report outlining the submissions will be presented to Council in early 2024.	At the Council Meeting on 23 June 2020, Council resolved to request the Minister to authorise the preparation and exhibition of Amendment C214. Council lodged this request on 30 June 2020. State Planning Services advised Council officers they are progressing a different approach to the Development Contribution Plan (DCP) Overlay. The Manager, State Planning Services, under delegation, gave conditional authorisation for the amendment on 1 February 2022. Significant work was required to comply with the conditions of authorisation, including further input from external experts. A meeting was held with representatives from the Department of Environment, Land, Water and Planning (now the Department of Transport and Planning (DTP)), where Council officers sought clarification about expectations. Council's experts revised amendment documents and advised a further report should be presented to Council about the DCP. The updated amendment was presented to Council Meeting on 13 December 2022 where Council endorsed the amendment with the proposed changes. Council officers submitted Amendment C214 to DTP on 15 December 2022, requesting confirmation that it meets the conditions of authorisation. A further request was made on 19 December 2022. Council officers submitted Amendment C214 to the Department of Transport & Planning (DTP) on 11 July 2023 requesting formal exhibition of the amendment. Amendment C214 was Exhibited from 10 August – 3 November 2023.
Amendment C219 – Heritage Update	Update heritage properties in the Grand Junction and Matthews Hill Estate precincts and	Council officers submitted Amendment C219 to the Minister for Planning for authorisation on	At the Council Meeting on 13 December 2022, Council resolved to request the Minister to authorise the preparation and exhibition of Amendment C219. Council officers submitted Amendment C219 to DTP seeking authorisation on 20 December 2022.

Amendment	Intent	Status	Progress summary
	include Beaufort Houses and Quonset Warehouse	20 December 2022. The Minister is yet to determine this matter. On 29 June the Minister prepared and approved Amendment C237 to maintain interim heritage protection on five properties until 31 May 2024.	The Minister did not determine to authorise the preparation of the Amendment within the required 10 business day timeframe and has placed the amendment on further review. The Minister is yet to determine this matter. Note: The Minister prepared and approved Amendment C234 on 25 August 2022 to extend the interim Heritage Overlay applied to five properties within the Grand Junction Estate and Matthew's Hill Precinct until 30 June 2023. Amendment C219 proposes to apply the Heritage Overlay permanently. The Minister prepared and approved Amendment C237 on 29 June 2023 to extend the interim Heritage Overlay applied to these five properties until 31 May 2024. Amendment C219 proposes to apply the Heritage Overlay permanently.
Amendment C225 – Planning Policy Framework	Translate local policy into the new planning scheme format, including new policy identified as part of a planning scheme review	Council officers submitted Amendment C225 to the Minister for Planning for approval on 2 November 2022. The Minister is yet to determine this matter.	At the Council Meeting on 20 July 2021, Council resolved to request the Minister to authorise the preparation and exhibition of Amendment C225. Council lodged the request on 23 July 2021. Council received authorisation on 9 August 2021 and exhibited the amendment from 4 November to 16 December 2021. At the Council Meeting on 19 April 2022, Council received a Post Exhibition Report and determined it would refer all the submissions received to Planning Panel. The Directions Hearing was held on 17 May 2022 and the Panel Hearing was held on 16 and 17 June 2022 involving three submitters in addition to Council's submission. On 29 July 2022 officers received the Planning Panel Report and the recommendations were presented to Council for consideration at the 18 October 2022 Council Meeting, where the Amendment was adopted, with changes. Council officers submitted Amendment C225 to the Minister for Planning for approval on 2 November 2022. The Minister is yet to determine this matter.

Amendment	Intent	Status	Progress summary
Amendment C227 – Heritage Overlay Sunshine Silos	Apply Heritage Overlay (permanent) to 2 Wright Street, Sunshine	Council officers submitted Amendment C227 to the Minister for Planning for approval on 20 December 2022. The Minister is yet to determine this matter.	At the Council Meeting on 14 January 2021, Council resolved to authorise the Director City Development to seek authorisation from the Minister to authorise the preparation and exhibition of Amendment C227. Council lodged the request on 26 March 2021. The Manager, State Planning Services, under delegation, gave conditional authorisation on 17 November 2021. The Amendment was exhibited from 24 February 2022 to 25 March 2022, with four submissions received. Council endorsed a Post Exhibition Report about the submissions received at the Council Meeting on 23 June 2022 and subsequently requested a planning panel to be convened. The Directions Hearing was held on 25 July 2022 and the Planning Panel was held on 29, 30 and 31 August 2022. There was one submitter in addition to Council's submission. On 20 September 2022 officers received the Planning Panel Report and the recommendations were presented to Council for consideration at the Council Meeting on 13 December 2022, where the Amendment was adopted, with changes. Council officers submitted the Amendment to the Minister for approval on 20 December 2022. The Minister is yet to determine this matter.

12.2	Planning Compliance Activity Update - 1 October to 31 December 2023
Directorate	City Futures
Director	Kelvin Walsh
Manager	Kristen Gilbert
Attachment(s)	1. Service Requests Received and PI Ns issued - 1 October to 31 December 2023 [12.2.1 - 1 page] 2. Location of Requests for Services Received - 1 October to 31 December 2023 [12.2.2 - 1 page]

Purpose

For Council to note the Planning Compliance Activity Update for the period 1 October to 31 December 2023.

Officer Recommendation

That Council notes the Planning Compliance Activity Update for the period of 1 October to 31 December 2023.

Background

Council is the Responsible Authority under the *Planning and Environment Act 1987*. In this role, Council administers the Planning Scheme and enforces its requirements to ensure the use and development of land in the municipality is consistent with the various zones, overlays and other planning provisions. Council also enforces compliance with conditions of planning permits and other statutory requirements, including agreements made under section 173 of the Act.

Matters for Consideration

Analysis

Request	Requests for Service	Resolved during this period	Total active requests	Infringement Notices Issued	Official Warnings Issued
Quarterly 1 October –31 December 23	92	210	159	33	3
Year to Date 1 July –31 December 23	224	349	159	54	13

Council's Planning Compliance Unit received 92 new requests for service between 1 October and 31 December 2023. The number of requests received is lower than the previous quarter when 132 requests were received. This is thought to be as a result of the Christmas period. There were 210 requests resolved by Officers during the quarter.

The most common requests received related to home-based businesses, which accounted for 26 per cent of the total requests. These requests were located throughout the municipality, with the majority being in the central and western areas.

Contravention of a planning permit and signage without a permit (both 17 per cent) were the next most common requests received.

Other requests for service related to use for motor vehicle repairs in residential premises, materials recycling and truck parking on vacant land. Information on the number of service requests received and Planning Infringement Notices issued is at Attachment 1. A location map of requests received is at Attachment 2.

Planning Infringement Notices (PINs)
There were 33 PINs issued during the quarter relating to:

- Breach of Planning Scheme/use of the land without a valid planning permit
- Erection and display of real estate signage in breach of the Planning Scheme.

Community Engagement

Not applicable.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

There are no Community, Environmental, Financial, Regulatory or Safety risks identified.

Legislation/Council Plan/Policy Context

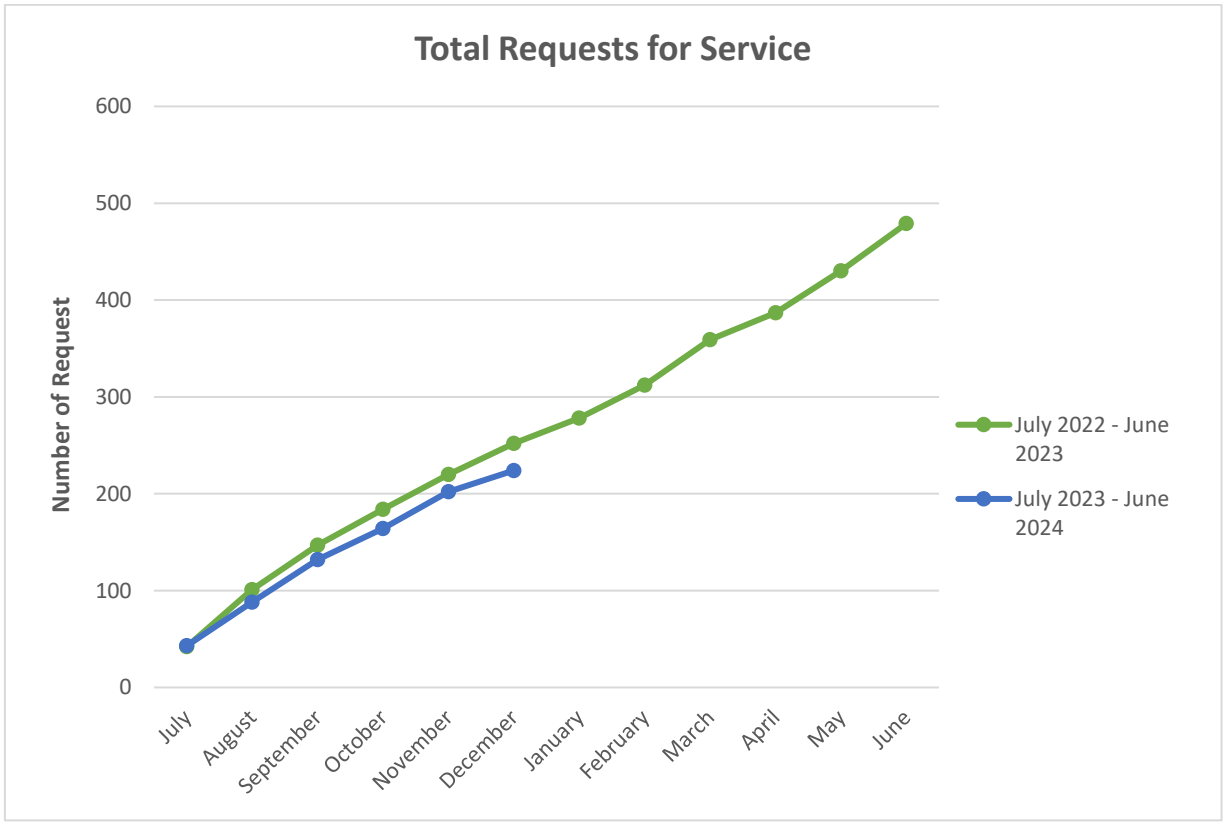
This report supports the Council Plan 2021-2025 strategic direction and objective of:

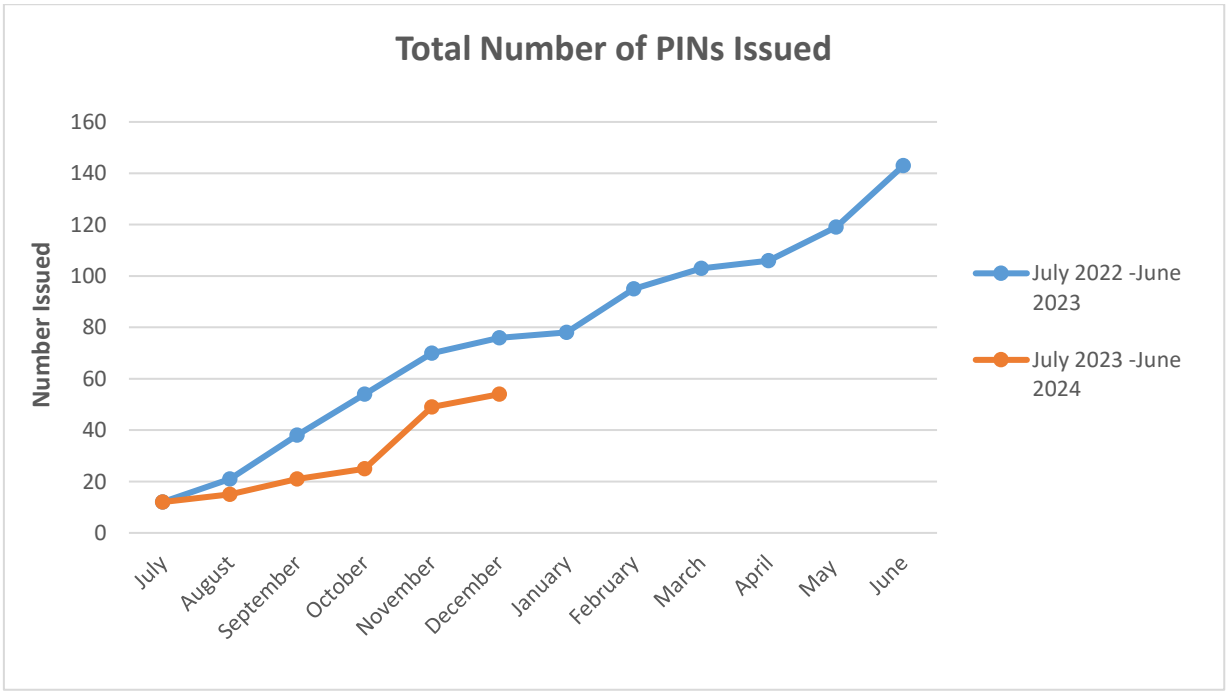
2. Places and Spaces - Liveable and connected neighbourhoods that support healthy and sustainable futures - A green place for all
• Liveable and Connected - Inviting and liveable spaces and facilities, connected so people can get around.

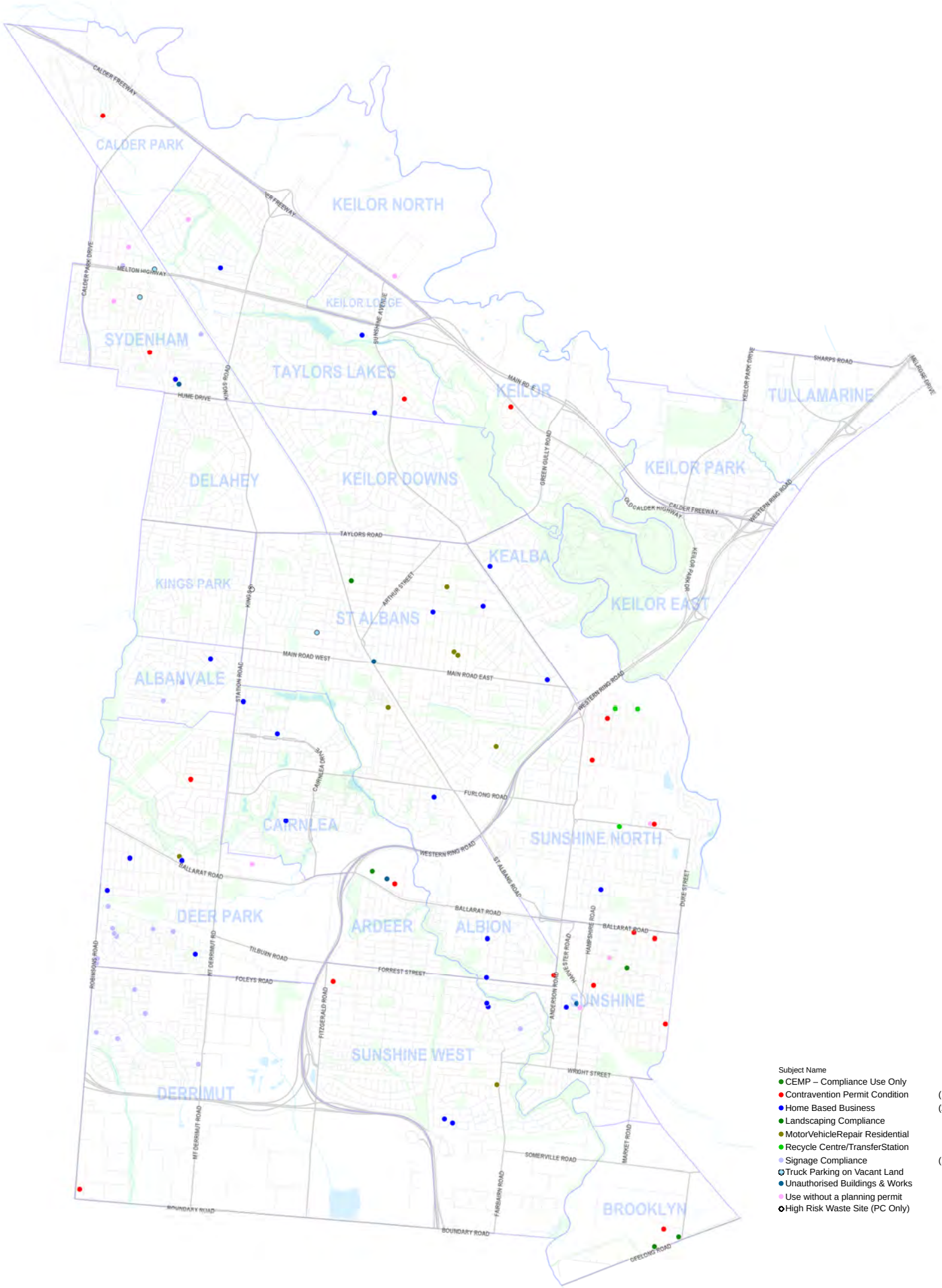
This report complies with the Planning and Environment Act 1987 and the Brimbank Planning Scheme (Planning Scheme).

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

Service requests received and PINs issued – 1 October to 31 December 2023







Subject Name

CEMP – Compliance Use Only	(4)
Contravention Permit Condition	(17)
Home Based Business	(25)
Landscaping Compliance	(1)
MotorVehicleRepair Residential	(7)
Recycle Centre/TransferStation	(4)
Signage Compliance	(18)
Truck Parking on Vacant Land	(3)
Unauthorised Buildings & Works	(4)
Use without a planning permit	(8)
High Risk Waste Site (PC Only)	(1)

DISCLAIMER
This information is provided on the basis that both the State of Victoria and Brimbank City Council does not warrant the accuracy or completeness of information contained in this publication. Any person using or relying on information here presented does so on the basis that the State of Victoria and Brimbank City Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information, and that no claim or action whatsoever will be made or brought against either the State of Victoria or Brimbank City Council.

Attachment 12.2.2

VERSION CONTROL: BCC2532-49-IFC

SOURCE:
Planning Compliance reports from Council CRM for October to December 2023

PRODUCTION DATE: 9TH JANUARY 2024
PRODUCED BY: ASSET & PROPERTY SERVICES DEPARTMENT

N

Scale 1 : 25,000
@ A1 Mapsheet

Planning Compliance Report (CRM)

Period: October, November and December 2023

Brimbank City Council

12.3	Application to Amend Planning Permit P699/2017 for land previously known as 322 Duke Street Sunshine North
Directorate	City Futures
Director	Kelvin Walsh
Manager	Kristen Gilbert
Attachment(s)	1. Zoning Map [12.3.1 - 1 page] 2. Aerial Photo [12.3.2 - 1 page] 3. Proposed Plans [12.3.3 - 33 pages] 4. Detailed Assessment [12.3.4 - 54 pages] 5. Proposed Conditions [12.3.5 - 12 pages]

Purpose

To provide Council with an assessment of a proposed amendment to Planning Permit P699/2017 to allow the construction of two apartment blocks at 400A Duke Street, Sunshine North (originally known as 322 Duke Street) against the provisions of the Brimbank Planning Scheme (Planning Scheme).

Officer Recommendation

That Council issues an amended Planning Permit P699/2017 for the construction of 85 dwellings in the form of two apartment buildings in addition to the existing development at land previously known as 322 Duke Street, Sunshine North, subject to the permit conditions contained in Attachment 5 to this report.

Background

The overall site that is the subject of Planning Permit P699/2017 is located on the eastern side of Duke Street in Sunshine North and was previously known as 322 Duke Street and 30A Riverview Link, Sunshine North. It is bounded by the Maribyrnong River to the east, the Duke Street reserve to the south, Duke Street to the west and Riverview Link to the north. This area is shown as Stage 4 on the approved Development Plan for the Rivervalley Estate, however is known locally as the Pace development. The site is within the General Residential Zone Schedule 1 and is affected by a number of planning overlays under the Planning Scheme.

Planning Permit P699/2017 was originally issued by Council on 17 May 2018 for the construction of 266 dwellings and associated works. The endorsed plans showed a vacant area in the north-western corner of the site that was nominated as a superlot and was subject to future development approval. The permit was subsequently amended on 19 September 2019 to allow for the construction of an additional 22 dwellings in townhouse form, of which 19 were in the area shown as the vacant superlot on the original endorsed plans.

Development of the rest of the land has been completed in accordance with this planning permit, however the approved townhouses within the superlot area have not been constructed and this area remains vacant.

The current proposal seeks amendments to Planning Permit P699/2017 and the endorsed plans to construct 85 dwellings in the form of two apartment blocks in this area and to delete the previously approved 19 townhouses. This would reduce the overall number of townhouses within the development from 256 to 237 and increase the number of apartments from 32 to 117.

Matters for Consideration

The two proposed apartment buildings are three storeys in height above natural ground level. The western building has a total of five levels of apartments plus a basement car park, however two of these levels plus the basement sit below the natural ground level due to the site's relatively steep topography and proposed excavation. The eastern building has a total of four levels of apartments, with one of these levels sitting below the natural ground level. Only one vehicle access point to the site is proposed which will be from Riverview Link to the north.

Ninety-nine parking spaces are provided within the basement car park. The apartments require 86 parking spaces for residents plus an additional 17 spaces for visitors. All of the resident parking plus some of the visitor parking is provided within the basement car park. The remaining visitor parking is provided within the current development because when calculated across the entire development site there are a total of 354 dwellings (237 townhouses 117 apartments) which require 70 visitor parking spaces. The overall development provides 86 visitor parking spaces which exceeds with the requirements for resident and visitor parking as set out at Clause 52.06 of the Planning Scheme.

The amended development has been assessed against Clause 58 (Apartment Developments) of the Brimbank Planning Scheme and it has been found to achieve a high level of compliance with the standards and objectives.

A thorough assessment of the proposal against the provisions of the Planning Scheme is included at Attachment 4 to this report. The assessment indicates there is strategic justification and policy support for this application in relation to the principle of supporting a more intense form of development on this site than was previously approved.

The proposal would create an acceptable level of amenity to future occupants of the development without significantly impacting on the current occupants in the wider development; achieves compliance with the mandatory height requirements of the General Residential Zone; and is an innovative and site responsive form of development. It is recommended that an Amended Planning Permit be issued based on the proposed conditions outlined in Attachment 5 to this report.

Community Engagement

The application is exempt from the notice requirements of Section 52(1) (a), (b) and (d) of the *Planning and Environment Act 1987* (*the Act*) because it is generally in accordance with the approved Development Plan for the site. This means Council is unable to advertise the application and no third parties have appeal rights in relation to any decision Council makes on the application.

Resource And Risk Implications

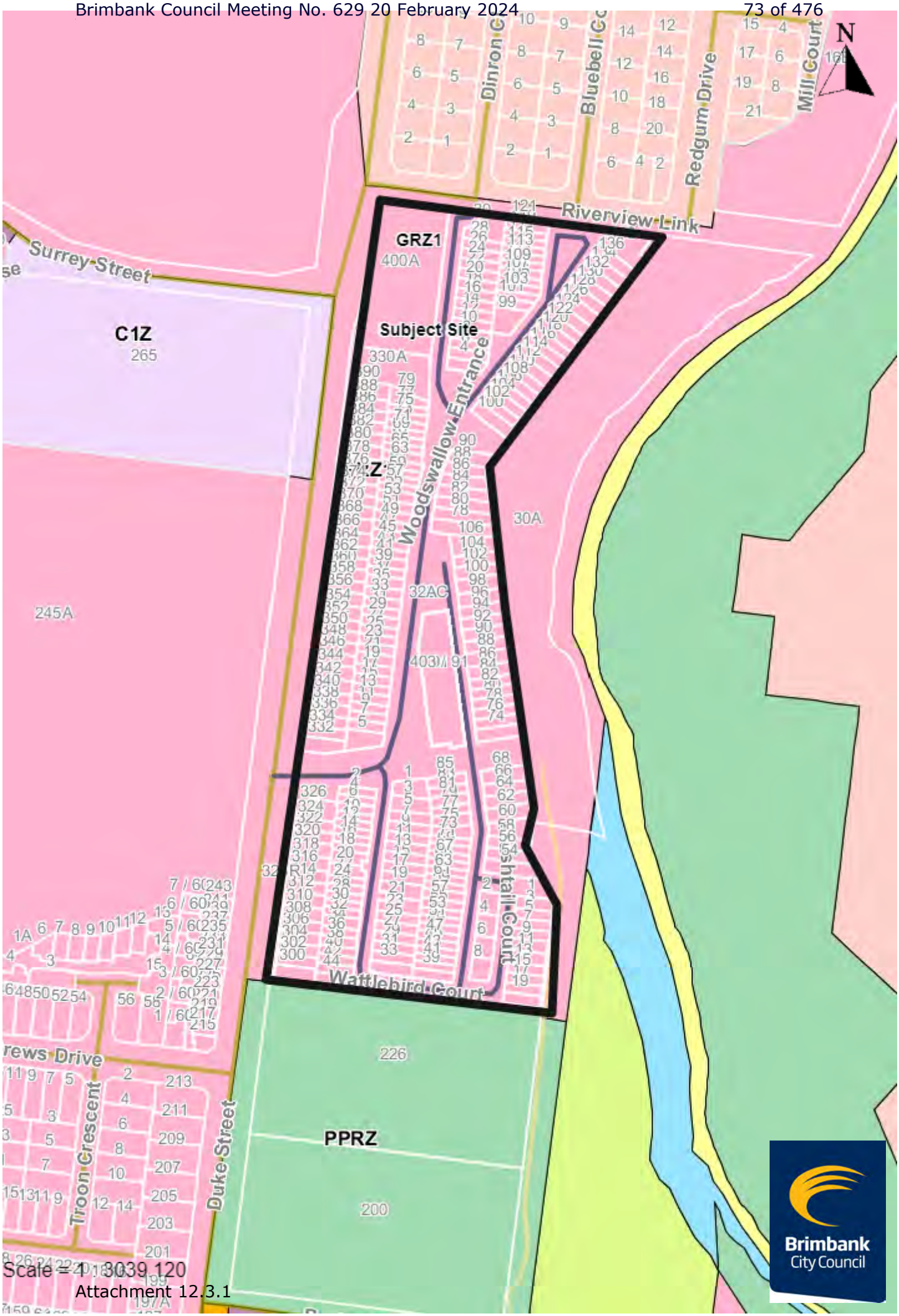
Resource requirements can be met within the Annual Budget 2023/2024.

There are no Community, Environmental, Financial, Regulatory or Safety risks identified.

Legislation/Council Plan/Policy Context

This report has also been prepared under the relevant guiding principles of the Brimbank Planning Scheme and the Planning and Environment Act 1987.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.



Scale = 1 : 3039.120

Attachment 12.3.1


N
Dinron Close
Bluebell Court
Redgum Drive
Mill Court
16B
Riverview Link
GRZ1
400A
Subject Site
C1Z
265
GRZ1
330A
Woodswallow Entrance
30A
32AC
Wattlebird Court
Shrike Court
226
PPRZ
Duke Street
Troon Crescent
Drive
200
Scale = 1 : 3059.120
Attachment 12.3.2
Brimbank City Council

Received by Brimbank City Council - City Planning - 14/09/2023

DRAWINGS FOR ENDORSEMENT

SITE AREA (m²)	71,993

DEVELOPMENT SUMMARY - TOWNHOUSES

TOTAL TOWNHOUSES	**237**
TOTAL GFA (m²)	**50475**
COMMUNAL LANDSCAPED AREA (m²)	**4997**
TOTAL VISITOR CAR PARKS	**55**
TOTAL ON STREET VISITOR CAR PARKS (SERVICE ROAD)	**31**
TOTAL VISITOR BICYCLE PARKS	**40**

TYPE	NO. LOTS	NO. STOREYS	NO.BEDS	NO.CARS
A	57	3	4	2
B	37	3	3	2
C	58	3	3	2
D	20	3	4	2
E	58	3	3	2
F	4	2	3	2
H	1	3	4	2
I	1	3	4	2
J	1	2	4	2

DEVELOPMENT SUMMARY - APARTMENTS

TOTAL GFA (m²) (EXCLUDING TERRACES)	**17160**
TOTAL RESIDENT CAR PARKS	**131**
TOTAL VISITOR CAR PARKS	**9**
TOTAL BICYCLE PARKS	**138**
TOTAL COMMUNAL OPEN SPACE (m²)	**685**
TOTAL 1 BED UNITS	**13**
TOTAL 2 BED UNITS	**94**
TOTAL 3 BED UNITS	**10**
TOTAL APARTMENTS	**117**

DRAWING LIST

TP00.00	Cover Sheet
TP00.01	DEVELOPMENT SUMMARY
TP01.01	LEVEL 00
TP01.02	LEVEL 01
TP01.03	<varies>
TP01.04	<varies>
TP01.05	LEVEL 04
TP01.06	LEVEL 05
TP01.07	LEVEL 06
TP01.08	ROOF
TP01.10	Detail Masterplan - Sheet 01
TP01.11	Detail Masterplan - Sheet 02
TP01.12	Detail Masterplan - Sheet 03
TP01.13	Indicative Staging Plan
TP01.30	Shadow Study March 21st
TP01.31	Shadow Study September 22nd
TP01.40	Garden Area Plan
TP02.01	<varies>
TP02.02	<varies>
TP02.03	<varies>
TP02.04	Site Section 4
TP02.05	Site Section 5
TP02.06	Site Section 6
TP02.07	Site Section 7
TP02.08	Site Section 8
TP02.10	Boundary Interface Sections 01
TP02.11	Boundary Interface Sections 02
TP02.12	Boundary Interface Sections 03
TP02.13	Boundary Interface Sections 04
TP02.20	Road Cross Sections
TP02.21	Duke Street Cross Sections & Plans
TP02.22	Road Cross Section
TP03.00	Site East Elevation (River)
TP03.01	<varies>
TP03.02	<varies>
TP03.10	<varies>
TP03.11	Streetscape Elevations - Road G
TP04.00	Fence, Mailbox & Meter Enclosure Details
TP5.01	SUN SHADOW DIAGRAM -9AM
TP5.03	SUN SHADOW DIAGRAM - 12PM
TP5.04	SUN SHADOW DIAGRAM - 3PM
TP5.05	SUN SHADOW DIAGRAM - LEVEL 2 COMMUNAL
TP05.10	Type A - Floor Plans
TP05.11	Type A - Floor Plans
TP05.12	Type A1 - Elevations
TP05.13	Type A1 - Elevations

DRAWING LIST

TP05.14	Type A2 - Elevations
TP05.15	Type A3 - Elevations
TP05.16	Type A3 - Elevations
TP05.20	Type B - Floor Plans
TP05.21	Type B - Floor Plans
TP05.22	Type B1 - Elevations
TP05.23	Type B1 - Elevations
TP05.24	Type B2 - Elevations
TP05.25	Type B3 - Elevations
TP05.26	Type B3 - Elevations
TP05.30	Type C - Floor Plans
TP05.31	Type C - Floor Plans
TP05.32	Type C1 - Elevations
TP05.33	Type C1 - Elevations
TP05.34	Type C2 - Elevations
TP05.35	Type C3 - Elevations
TP05.36	Type C3 - Elevations
TP05.40	Type D - Floor Plans
TP05.41	Type D - Floor Plans
TP05.42	Type D1 - Elevations
TP05.43	Type D1 - Elevations
TP05.44	Type D2 - Elevations
TP05.45	Type D3 - Elevations
TP05.46	Type D3 - Elevations
TP05.50	Type E - Floor Plans
TP05.51	Type E - Floor Plans
TP05.52	Type E1 - Elevations
TP05.53	Type E1 - Elevations
TP05.54	Type E2 - Elevations
TP05.55	Type E3 - Elevations
TP05.56	Type E3 - Elevations
TP05.60	Type F - Floor Plans
TP05.61	Type F - Floor Plans
TP05.62	Type F - Elevations
TP05.63	Type F - Elevations
TP05.80	Type A5 - Floor Plans
TP05.81	Type A5 - Floor Plans
TP05.82	Type A5 - Elevations
TP05.83	Type A5 - Elevations
TP05.90	Type A6 - Floor Plans
TP05.91	Type A6 - Floor Plans
TP05.92	Type A6 - Elevations
TP05.93	Type A6 - Elevations
TP06.00	Type A7 - Floor Plans
TP06.01	Type A7 - Floor Plans
TP06.02	Type A7 - Elevations
TP06.03	Type A7 - Elevations





TOWNHOUSE TYPES A8, A9, A10, A11, A12, A13, A14, A15, A16, B4, B5, B6, B7, B8, B9, C4, C5, C6, C7, C8, C9, C10, C11, C12, D4, D5, D6, E4, E5, E6, R & R2 - REFER TO DRAWINGS PROVIDED BY PACE

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322 Duke St

Project
Sunshine North, VIC 3020

Attachment 12.3.3

Client
Pace

PERMIT ISSUE

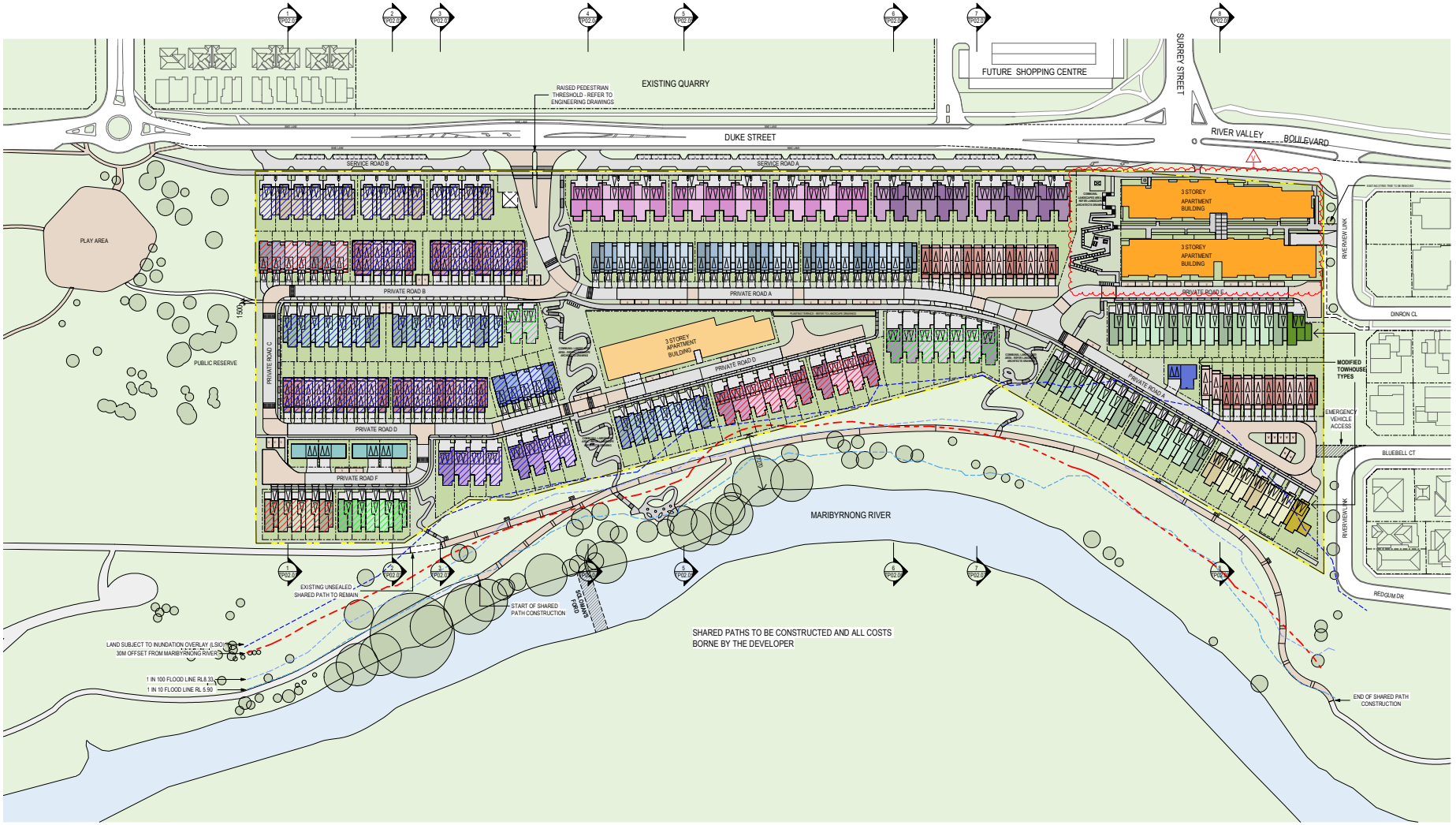
Project No	Date
217122	13/12/17
Drawing No.	Revision
A00.00	L

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LEGEND

- TYPE A1 - NOM. 7.5 x 28m*
- TYPE A2 - NOM. 7.5 x 28m*
- TYPE A3 - NOM. 7.5 x 28m*
- TYPE A5 - NOM. 7.5 x 28m*
- TYPE A6 - NOM. 7.5 x 28m*
- TYPE A7 - NOM. 7.5 x 28m*
- TYPE A8 - NOM. 7.5 x 28m*
- TYPE A9 - NOM. 7.5 x 28m*
- TYPE A10 - NOM. 7.5 x 28m*
- TYPE A11 - NOM. 7.5 x 28m*
- TYPE A12 - NOM. 7.5 x 28m*
- TYPE A13 - NOM. 7.5 x 28m*
- TYPE A14 - NOM. 7.5 x 28m*
- TYPE A15 - NOM. 7.5 x 28m*
- TYPE A16 - NOM. 7.5 x 28m*
- TYPE B1 - NOM. 6.0 x 24m*
- TYPE B2 - NOM. 6.0 x 24m*
- TYPE B3 - NOM. 6.0 x 24m*
- TYPE B4 - NOM. 6.0 x 24m*
- TYPE B5 - NOM. 6.0 x 24m*
- TYPE B6 - NOM. 6.0 x 24m*
- TYPE B7 - NOM. 6.0 x 24m*
- TYPE B8 - NOM. 6.0 x 24m*
- TYPE B9 - NOM. 6.0 x 24m*
- TYPE C1 - NOM. 6.5 x 28m*
- TYPE C2 - NOM. 6.5 x 28m*
- TYPE C3 - NOM. 6.5 x 28m*
- TYPE C4 - NOM. 6.5 x 28m*
- TYPE C5 - NOM. 6.5 x 28m*
- TYPE C6 - NOM. 6.5 x 28m*
- TYPE C7 - NOM. 6.5 x 28m*
- TYPE C8 - NOM. 6.5 x 28m*
- TYPE C9 - NOM. 6.5 x 28m*
- TYPE C10 - NOM. 6.5 x 28m*
- TYPE C11 - NOM. 6.5 x 28m*
- TYPE C12 - NOM. 6.5 x 28m*
- TYPE D1 - NOM. 7.5 x 24m*
- TYPE D2 - NOM. 7.5 x 24m*
- TYPE D3 - NOM. 7.5 x 24m*
- TYPE D4 - NOM. 7.5 x 24m*
- TYPE D5 - NOM. 7.5 x 24m*
- TYPE D6 - NOM. 7.5 x 24m*
- TYPE E1 - NOM. 5.0 x 24m*
- TYPE E2 - NOM. 5.0 x 24m*
- TYPE E3 - NOM. 5.0 x 24m*
- TYPE E4 - NOM. 5.0 x 24m*
- TYPE E5 - NOM. 5.0 x 24m*
- TYPE E6 - NOM. 5.0 x 24m*
- TYPE F - NOM. 15.0 x 13m*
- TYPE H - REFER TYPE PLANS
- TYPE I - REFER TYPE PLANS
- TYPE J - REFER TYPE PLANS
- NEW PROPOSED APARTMENT BUILDING IN STAGE 10
- APARTMENT BUILDING IN STAGE 7

* LOT SIZE VARIES

Revisions

R	04.10.19	Issue for Endorsement	VN
S	12.12.19	Issue for Endorsement	VN
T	26.09.20	Response to Council RFI	VN
U	30.06.23	Response to Council RFI	EG
V	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

12/09/2023 12:49:58 PM

Project: 322 Duke St

Sunshine North, VIC 3020

Drawing: Site Masterplan

Project No.: 217122

Date: 09/30/16

Author: VN

Scale: @ A3: 1 : 1000

Drawing No.: TP01.04 V

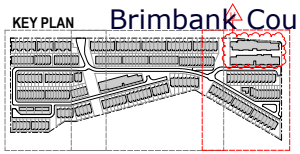
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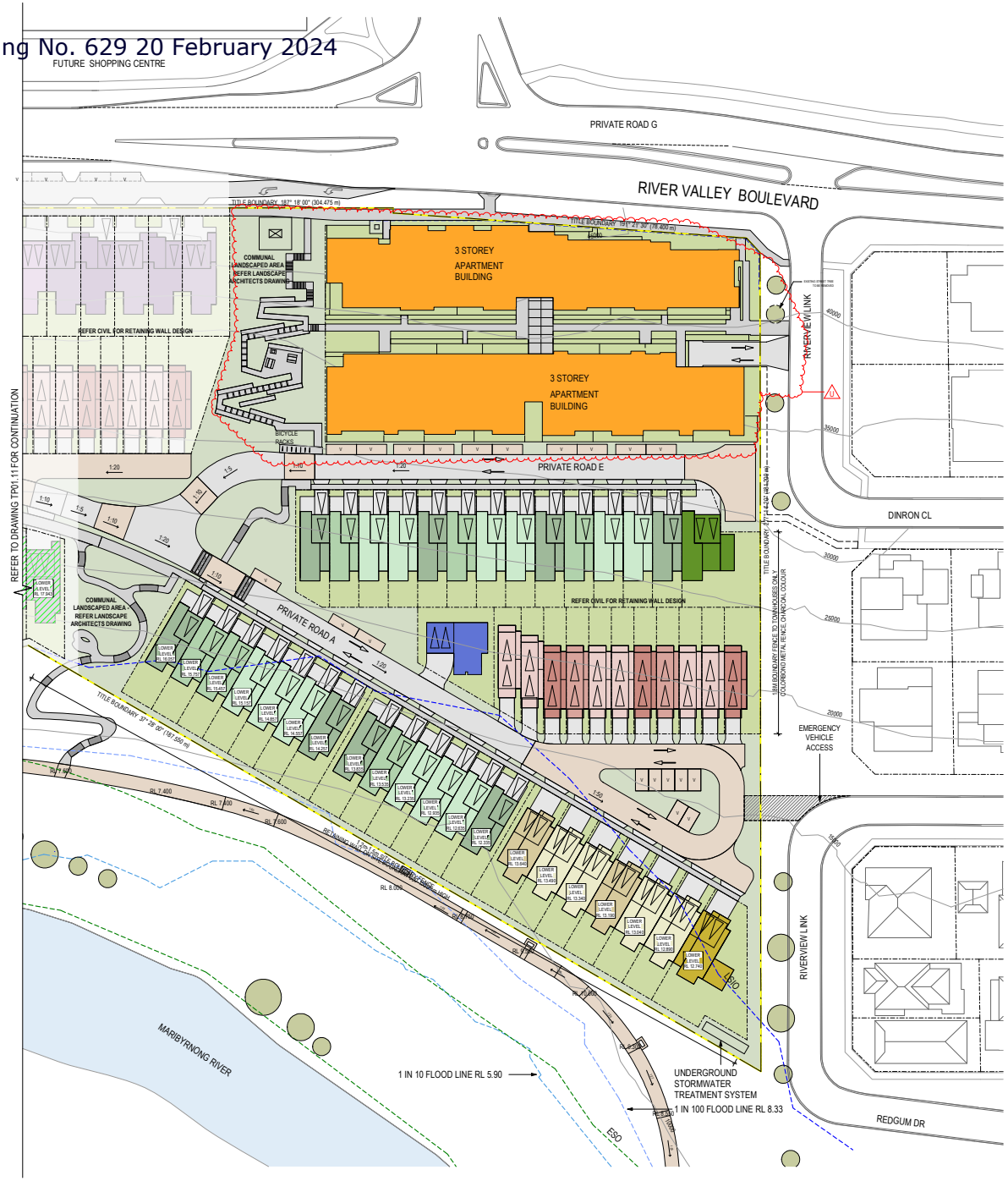
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KEY PLAN





LEGEND

- TYPE A1 - NOM. 7.5 x 28m*
- TYPE A2 - NOM. 7.5 x 28m*
- TYPE A3 - NOM. 7.5 x 28m*
- TYPE A5 - NOM. 7.5 x 28m*
- TYPE A6 - NOM. 7.5 x 28m*
- TYPE A7 - NOM. 7.5 x 28m*
- TYPE A8 - NOM. 7.5 x 28m*
- TYPE A9 - NOM. 7.5 x 28m*
- TYPE A10 - NOM. 7.5 x 28m*
- TYPE A11 - NOM. 7.5 x 28m*
- TYPE A12 - NOM. 7.5 x 28m*
- TYPE A13 - NOM. 7.5 x 28m*
- TYPE A14 - NOM. 7.5 x 28m*
- TYPE A15 - NOM. 7.5 x 28m*
- TYPE A16 - NOM. 7.5 x 28m*
- TYPE B1 - NOM. 6.0 x 24m*
- TYPE B2 - NOM. 6.0 x 24m*
- TYPE B3 - NOM. 6.0 x 24m*
- TYPE B4 - NOM. 6.0 x 24m*
- TYPE B5 - NOM. 6.0 x 24m*
- TYPE B6 - NOM. 6.0 x 24m*
- TYPE B7 - NOM. 6.0 x 24m*
- TYPE B8 - NOM. 6.0 x 24m*
- TYPE B9 - NOM. 6.0 x 24m*
- TYPE C1 - NOM. 6.5 x 28m*
- TYPE C2 - NOM. 6.5 x 28m*
- TYPE C3 - NOM. 6.5 x 28m*
- TYPE C4 - NOM. 6.5 x 28m*
- TYPE C5 - NOM. 6.5 x 28m*
- TYPE C6 - NOM. 6.5 x 28m*
- TYPE C7 - NOM. 6.5 x 28m*
- TYPE C8 - NOM. 6.5 x 28m*
- TYPE C9 - NOM. 6.5 x 28m*
- TYPE C10 - NOM. 6.5 x 28m*
- TYPE C11 - NOM. 6.5 x 28m*
- TYPE C12 - NOM. 6.5 x 28m*
- TYPE D1 - NOM. 7.5 x 24m*
- TYPE D2 - NOM. 7.5 x 24m*
- TYPE D3 - NOM. 7.5 x 24m*
- TYPE D4 - NOM. 7.5 x 24m*
- TYPE D5 - NOM. 7.5 x 24m*
- TYPE D6 - NOM. 7.5 x 24m*
- TYPE E1 - NOM. 5.0 x 24m*
- TYPE E2 - NOM. 5.0 x 24m*
- TYPE E3 - NOM. 5.0 x 24m*
- TYPE E4 - NOM. 5.0 x 24m*
- TYPE E5 - NOM. 5.0 x 24m*
- TYPE E6 - NOM. 5.0 x 24m*
- TYPE F - NOM. 15.0 x 13m*
- TYPE H - REFER TYPE PLANS
- TYPE I - REFER TYPE PLANS
- TYPE J - REFER TYPE PLANS
- NEW PROPOSED APARTMENT BUILDING IN STAGE 10
- APARTMENT BUILDING IN STAGE 7

* LOT SIZE VARIES

Revisions

Q	04.10.19	Issue for Endorsement	VN
R	12.12.19	Issue for Endorsement	VN
S	26.09.20	Response to Council RFI	VN
T	30.06.23	Response to Council RFI	EG
U	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

12/09/2023 12:50:08 PM

Project: 322 Duke St
Sunshine North, VIC 3020

Drawing: Detail Masterplan - Sheet 03

Project No.: 217122

Date: 09/19/17

Author: JB

Scale: @ A1: 1:500

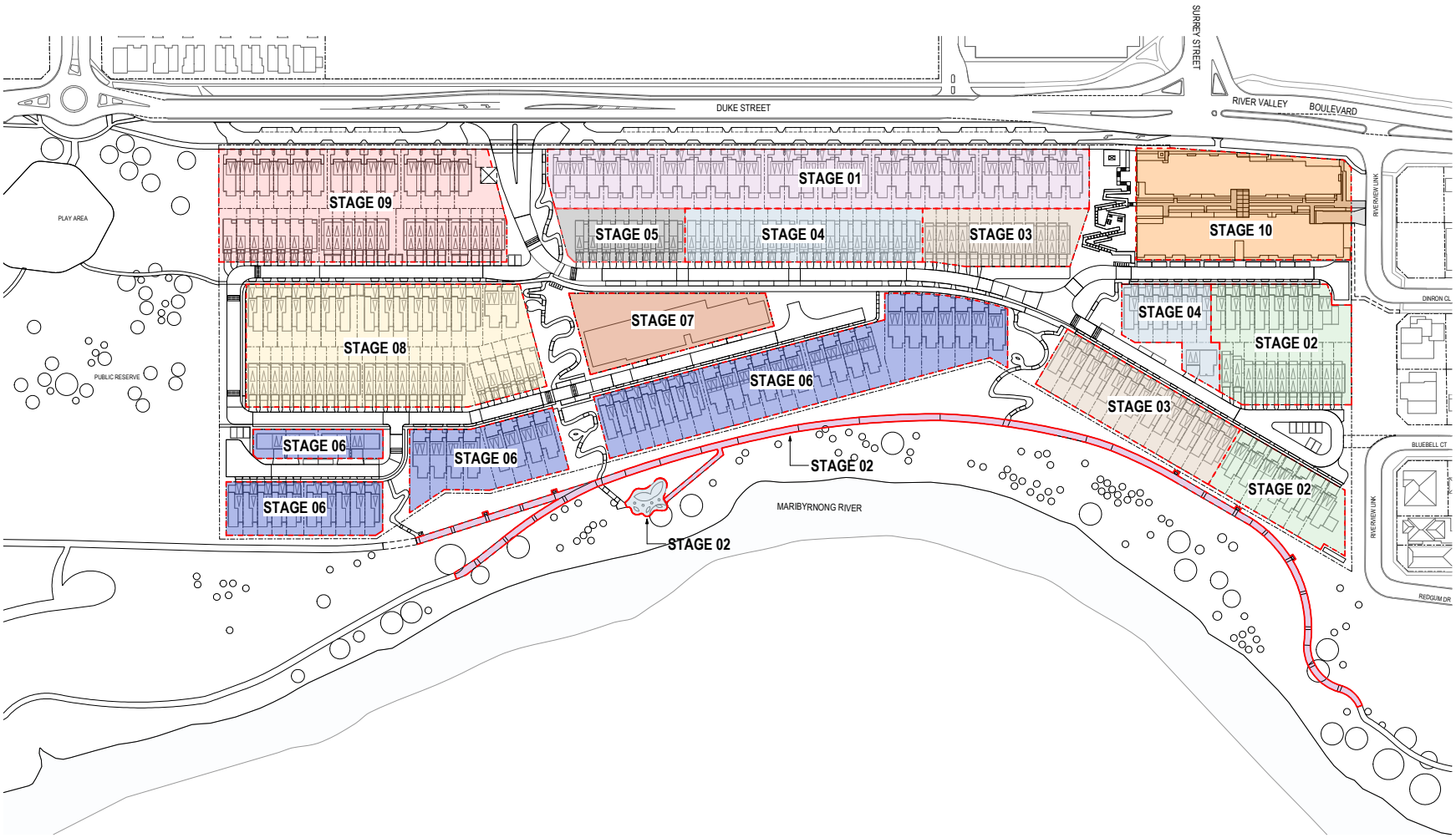
Drawing No.: TP01.12 U

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Revisions

K	04.10.19	Issue for Endorsement	VN
L	12.12.19	Issue for Endorsement	VN
M	26.09.20	Issue for Endorsement	VN
N	30.06.23	Response to Council RFI	EG
P	12.09.23	Response to Council RFI	EG

12/09/2023 12:50:24 PM

Attachment 12.3.3

Project: 322 Duke St
Sunshine North, VIC 3020

Drawing: Indicative Staging Plan

Project No.: 217122

Date: 11/23/17

Author: VN

Scale: @ A1: 1 : 1000

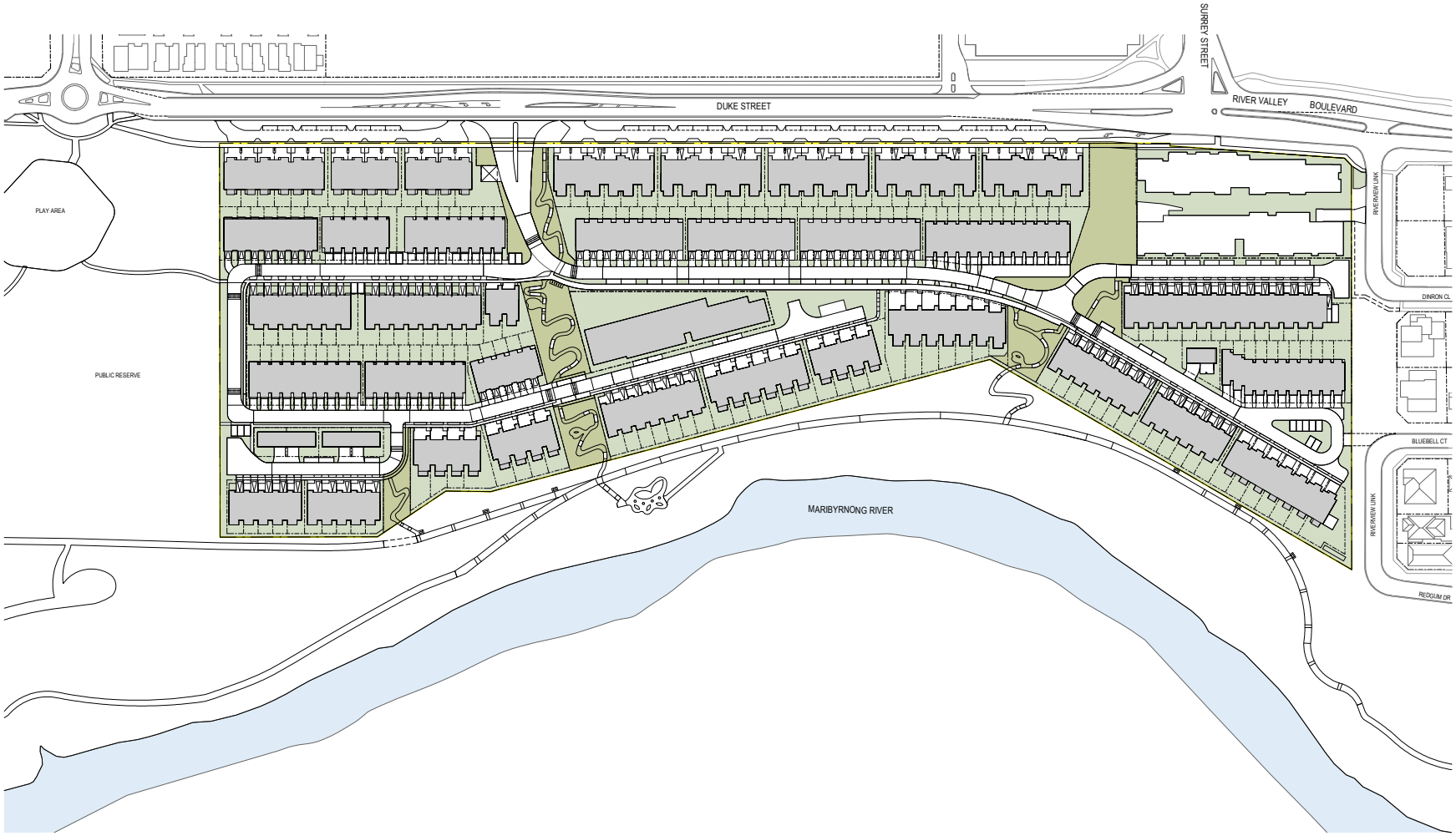
Drawing No.: TP01.13 P

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	AREA
TOTAL SITE AREA	71,993 m²
SITE COVER AREA	26,515m²
SITE PERMEABILITY AREA	25,966m²
PROPOSED GARDEN AREA	26,304m²
% PROPOSED GARDEN AREA	**36.53%**
% REQUIRED GARDEN AREA	**35.00%**

Revisions

L	12.12.19	Issue for Endorsement	VN
M	21.02.23	Issue for Endorsement	EG
N	22.02.23	Issue for Endorsement	EG
P	30.06.23	Response to Council RFI	EG
Q	12.09.23	Response to Council RFI	EG

12/09/2023 12:50:41 PM

Project: **322 Duke St**
Sunshine North, VIC 3020

Drawing: **Garden Area Plan**

Project No.: **217122**

Date: **10/09/17**

Author: **DL**

Scale: @ A1: **1 : 1000**

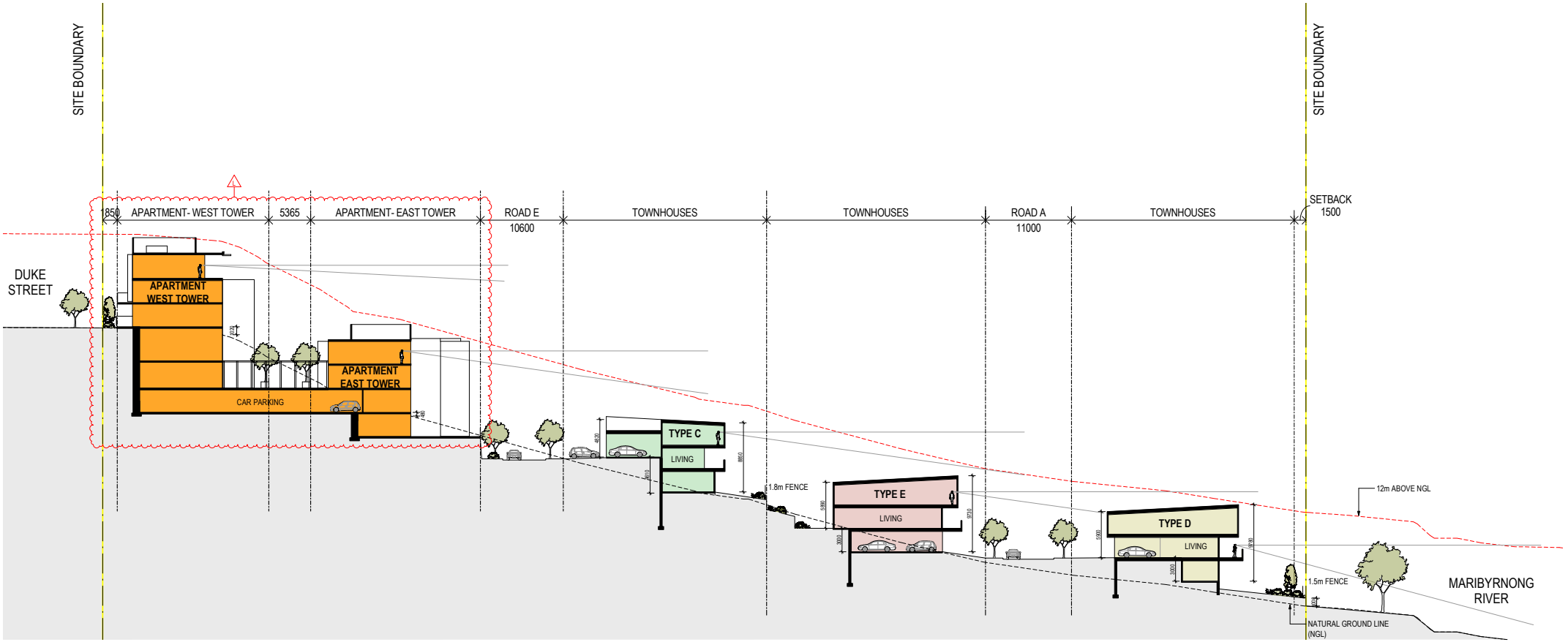
Drawing No.: **TP01.40 Q**

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Revisions

G	10.05.19	Town Planning Issue	VN
H	04.10.19	Planning Issue	VN
J	25.09.20	Planning Issue	VN
K	30.06.23	Response to Council RFI	EG
L	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

12/09/2023 12:50:51 PM

Project: 322 Duke St
Sunshine North, VIC 3020

Drawing: Site Section 8

Project No.: 217122

Date: 10/04/17

Author: DL

Scale: @ A1: 1 : 250

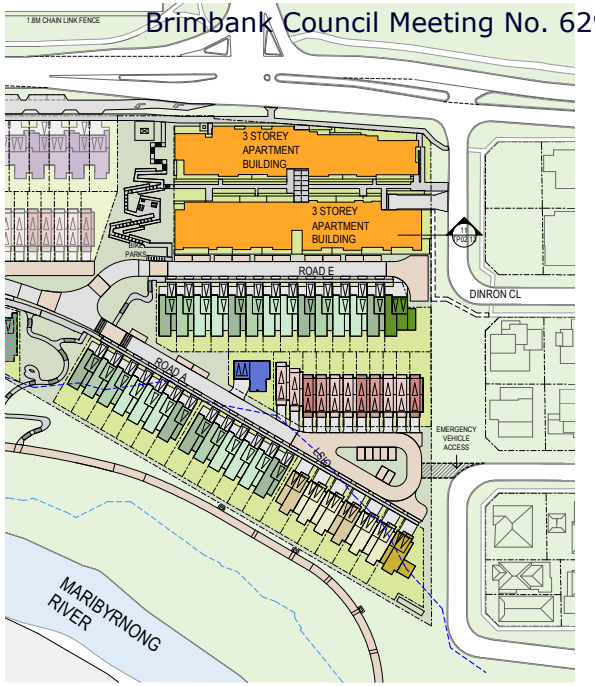
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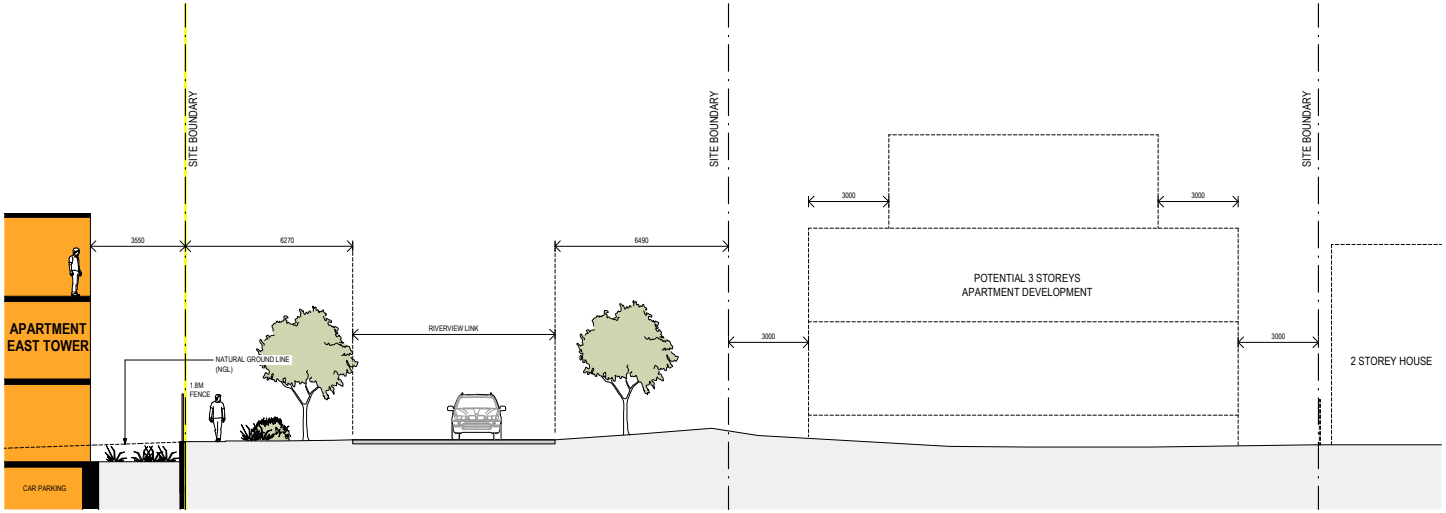
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DETAIL SECTION 11

Revisions

D	04.10.19	Issue for Endorsement	VN
E	12.12.19	Issue for Endorsement	VN
F	26.09.20	Response to Council RFI	VN
G	30.06.23	Response to Council RFI	EG
H	12.09.23	Response to Council RFI	EG

12/09/2023 12:50:57 PM

Attachment 12.3.3

Project: 322 Duke St
Sunshine North, VIC 3020

Drawing: Boundary Interface Sections 04

Project No.: 217122

Date: 11/15/18

Author: LL

Scale: @ A1: As indicated

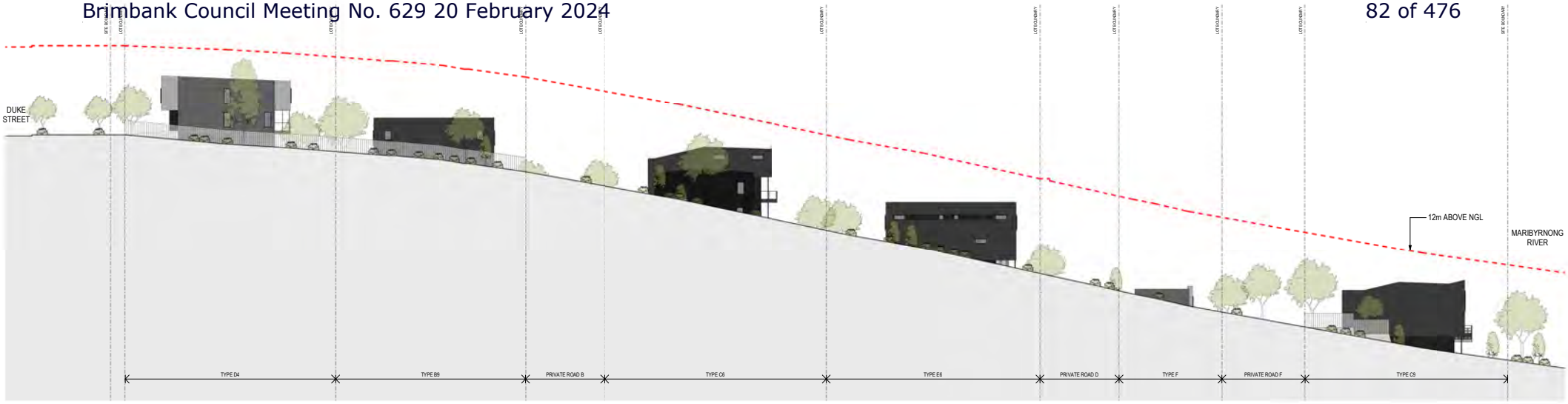
Drawing No.: TP02.13 H

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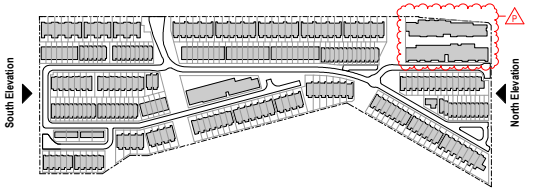
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Site South Elevation (Park)



Site North Elevation



Revisions

K	03.09.19	Issue for Council Clarification	VN
L	04.10.19	Issue for Council Clarification	VN
M	25.09.20	Issue for Council RFI	VN
N	30.06.23	Response to Council RFI	EG
P	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

12/09/2023 12:51:19 PM

Project: 322 Duke St
Sunshine North, VIC 3020

Drawing: Site North & South Elevations

Project No.: 217122
Date: 10/19/17
Author: DL
Scale: @ A1: As indicated
Drawing No.: TP03.01 P

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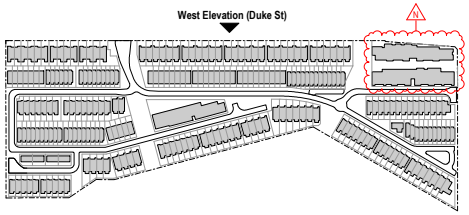
West Elevation 1 (Duke St)



West Elevation 2 (Duke St)



West Elevation 3 (Duke St)



Revisions			
J	10.05.19	Town Planning Issue	VN
K	04.10.19	Issue	VN
L	25.09.20	Planning Issue	VN
M	30.06.23	Response to Council RFI	EG
N	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

12/09/2023 12:51:37 PM

Project: 322 Duke St
Sunshine North, VIC 3020

Drawing: Site West Elevation (Duke Street)

Project No.: 217122

Date: 10/19/17

Author: DL

Scale: @ A3: As indicated

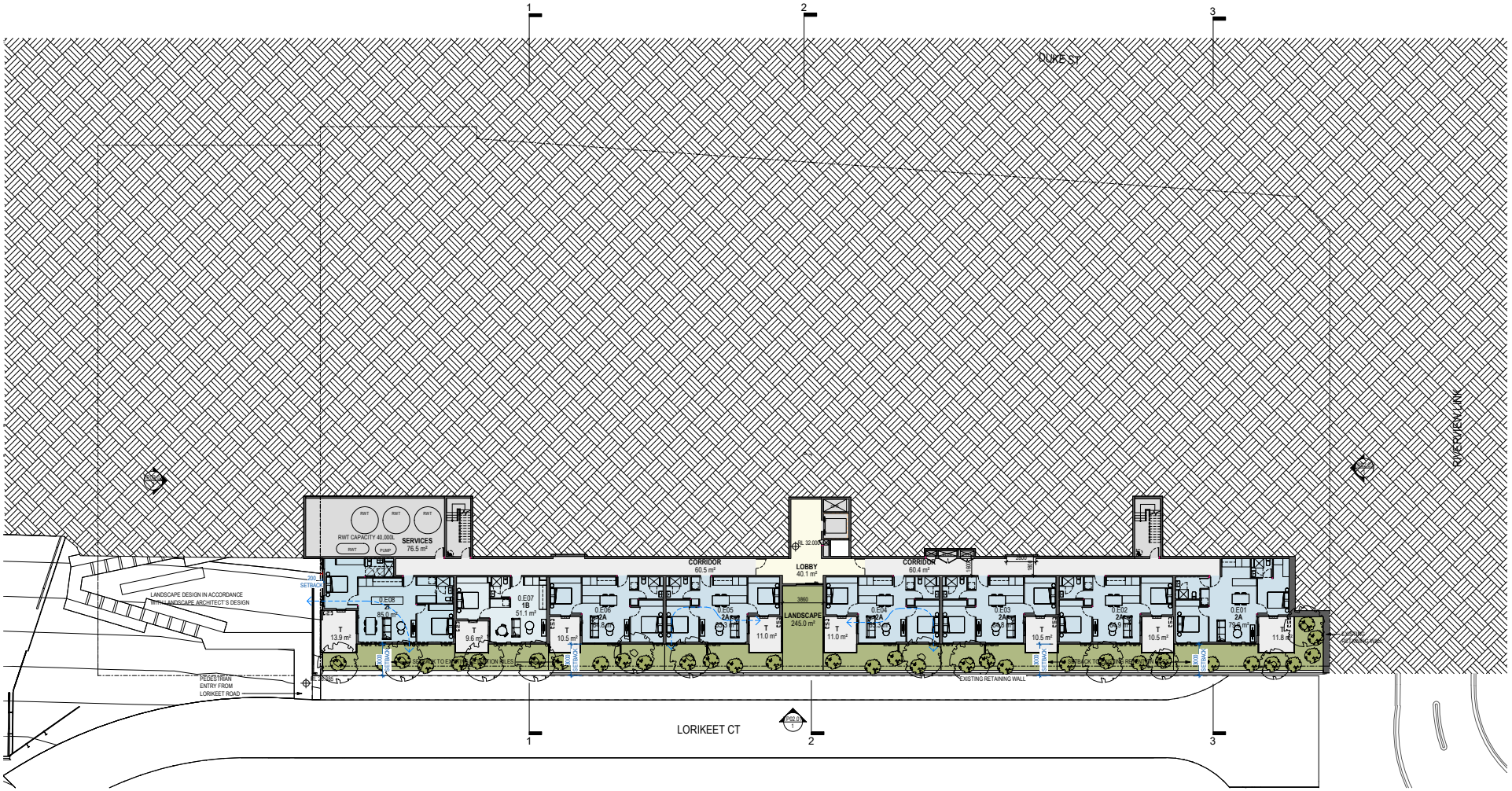
Drawing No.: TP03.02 N

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Revisions

-	28.10.22	Town Planning Submission	EG
A	30.06.23	Additional Information	EG
B	22.08.23	Additional Information	EG
C	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

15/09/2023 8:49:36 AM

Project: Apartment Development
400a Duke St, Sunshine North, VIC

Drawing: LEVEL 00

Project No.: 222110

Author: EG

Scale: @ A1: 1 : 200

Drawing No.: TP01.01

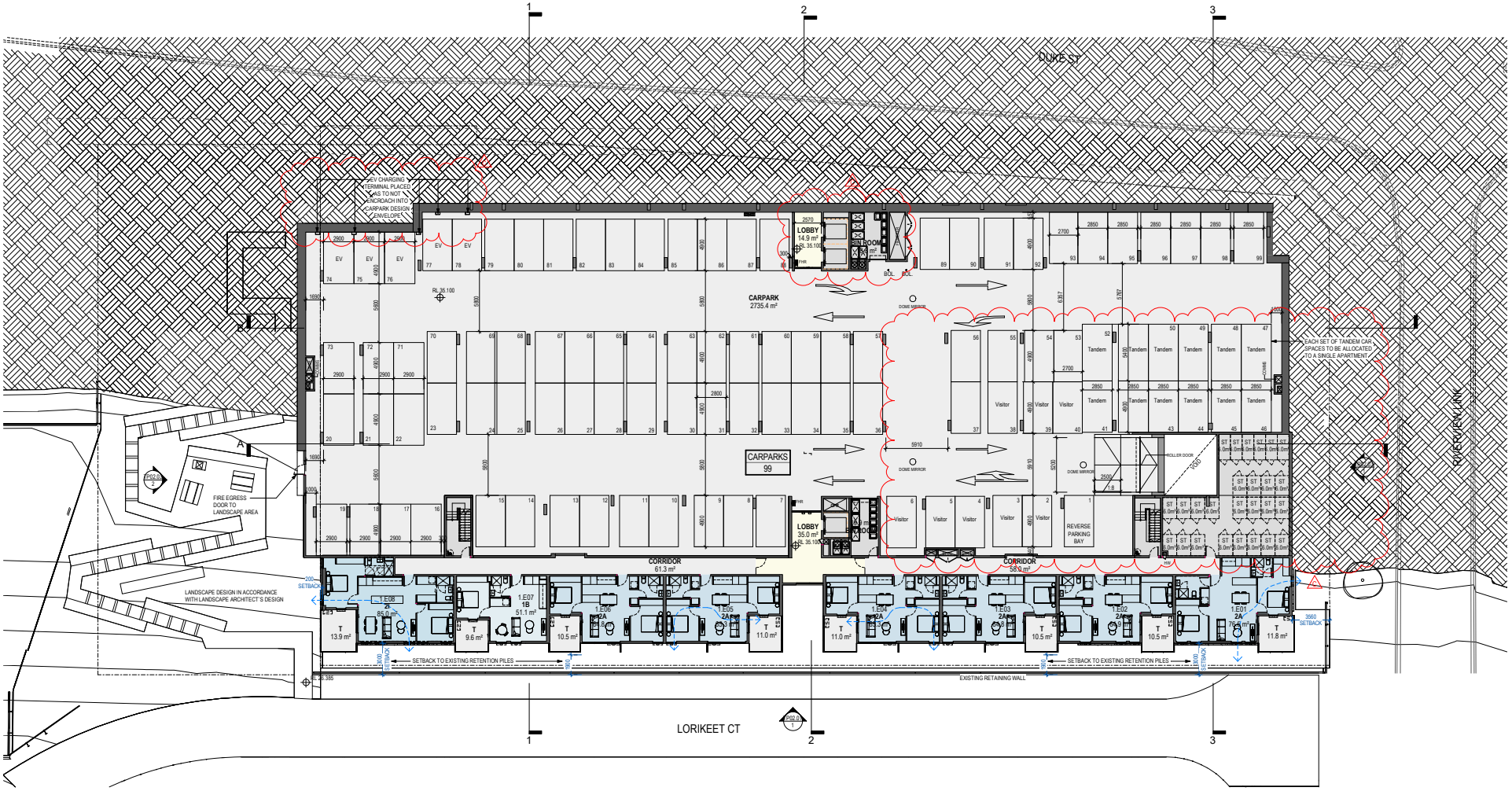
Revision: C

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Revisions

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A	30.06.23	Addendum	EG
B	22.08.23	Addendum	EG
C	12.09.23	Response to Council RFI	EG

15/09/2023 8:49:45 AM

Attachment 12.3.3

GENERAL

- FFL 0.000 FINISHED FLOOR LEVEL
- RL 0.000 RELATIVE LEVEL
- SFL 0.000 STRUCTURAL FLOOR LEVEL
- NGL 0.000 NATURAL GROUND LEVEL

FINISHES

- CS01 CLADDING SYSTEM TYPE 01-BRONZE
- CS02 CLADDING SYSTEM TYPE 02-LIGHT GREY
- CS03 CLADDING SYSTEM TYPE 03 -LIGHT BEIGE
- CS04 CLADDING SYSTEM TYPE 04 -BROWN
- AF01 APPLIED FINISH TYPE 01- BRONZE
- AF02 APPLIED FINISH TYPE 02- LIGHT GREY
- AF03 APPLIED FINISH TYPE 03-LIGHT BEIGE
- MC01 METAL CLADDING SYSTEM TYPE 01-BRONZE
- MF01 METAL FINISH TYPE 01- BRONZE
- MF02 METAL FINISH TYPE 01- LIGHT GREY-PERFORATED
- MF03 METAL FINISH TYPE 03- MID GREY
- MF04 METAL FINISH TYPE 04- BRONZE-PERFORATED
- MF05 METAL FINISH TYPE 05- LIGHT GREY
- GT01 GLAZING 01-CLEAR

Project
Apartment Development
400a Duke St, Sunshine North, VIC

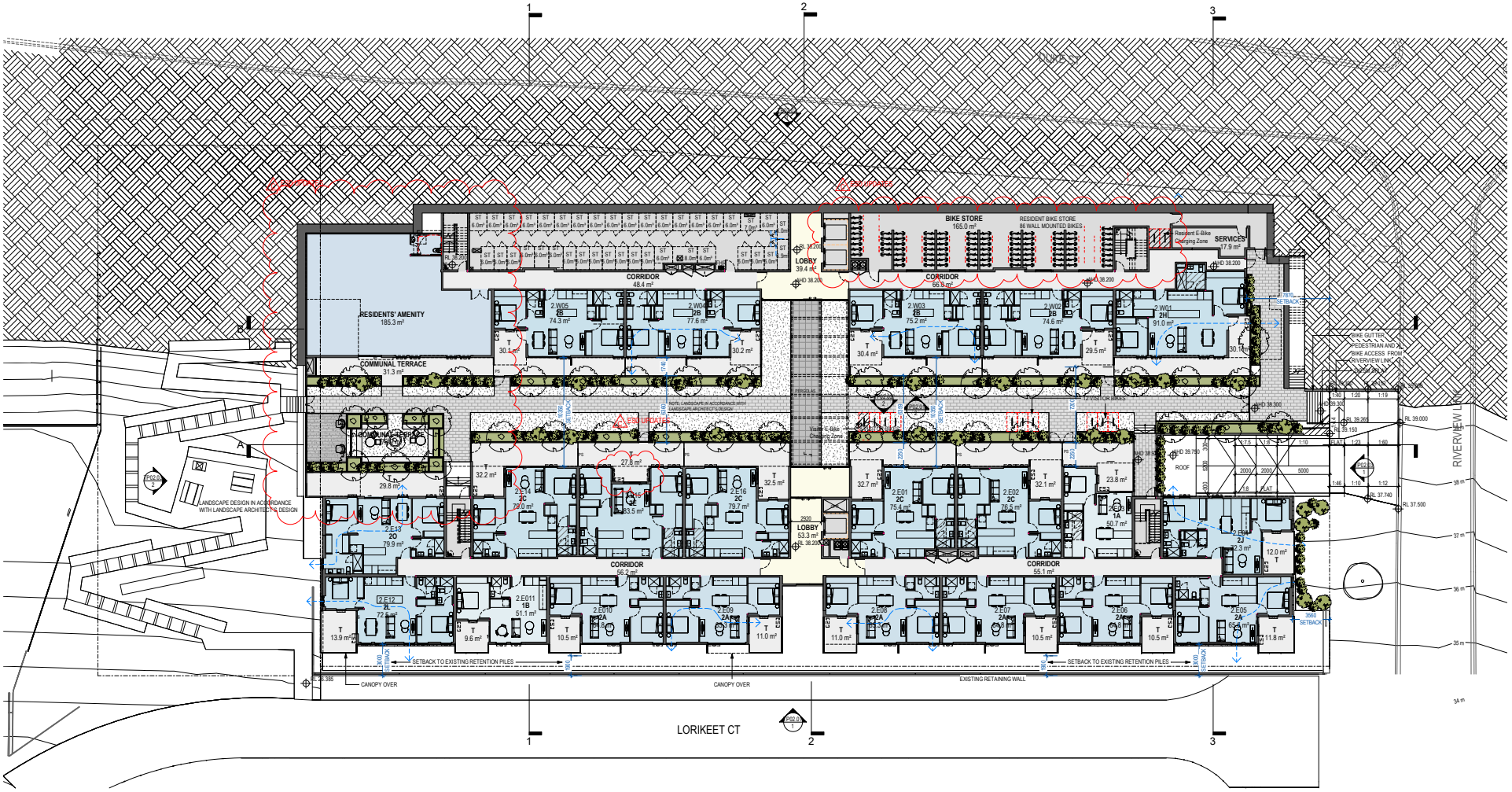
Drawing: **LEVEL 01**
Project No.: **222110**
Author: **EG**
Scale: @ A1: **1 : 200**
Drawing No.: **TP01.02**
Revision: **C**

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Revisions			
-	28.10.22	Town Planning Submission	EG
A	30.06.23	Addendum	EG
B	22.08.23	Addendum	EG
C	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

15/09/2023 8:49:55 AM

Project: Apartment Development
400a Duke St, Sunshine North, VIC

Drawing: LEVEL 02

Project No.: 222110

Author: EG

Scale: @ A1: 1 : 200

Drawing No.: TP01.03

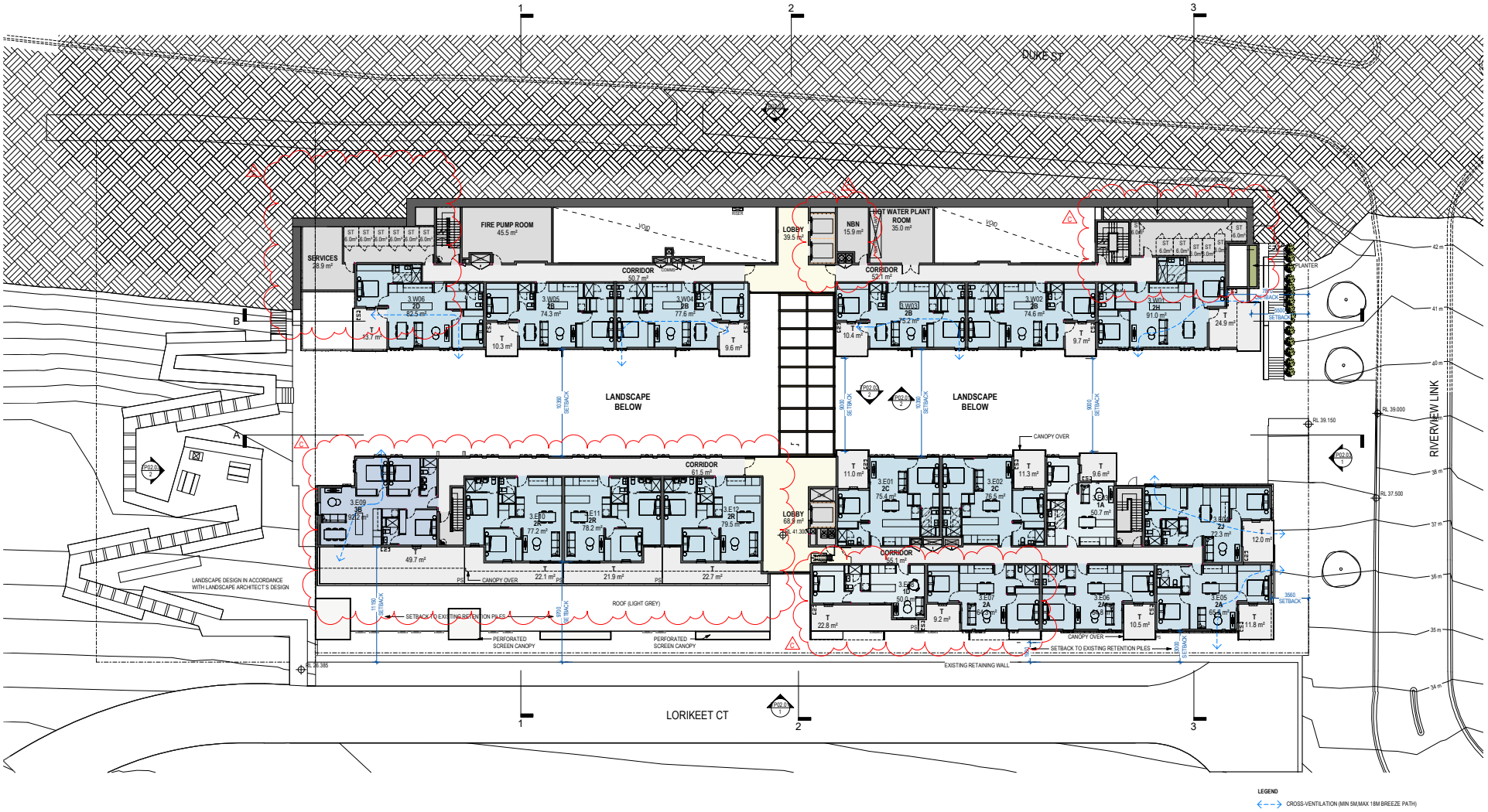
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Revisions

-	28.10.22	Town Planning Submission
A	30.06.23	Additional Information
B	22.08.23	Additional Information
C	12.09.23	Response to Council RFI

EG
EG
EG

Attachment 12.3.3

15/09/2023 8:50:03 AM

Project: Apartment Development
400a Duke St, Sunshine North, VIC

Drawing: LEVEL 03

Project No.: 222110

Author: EG

Scale: @ A1: 1 : 200

Drawing No.: TP01.04

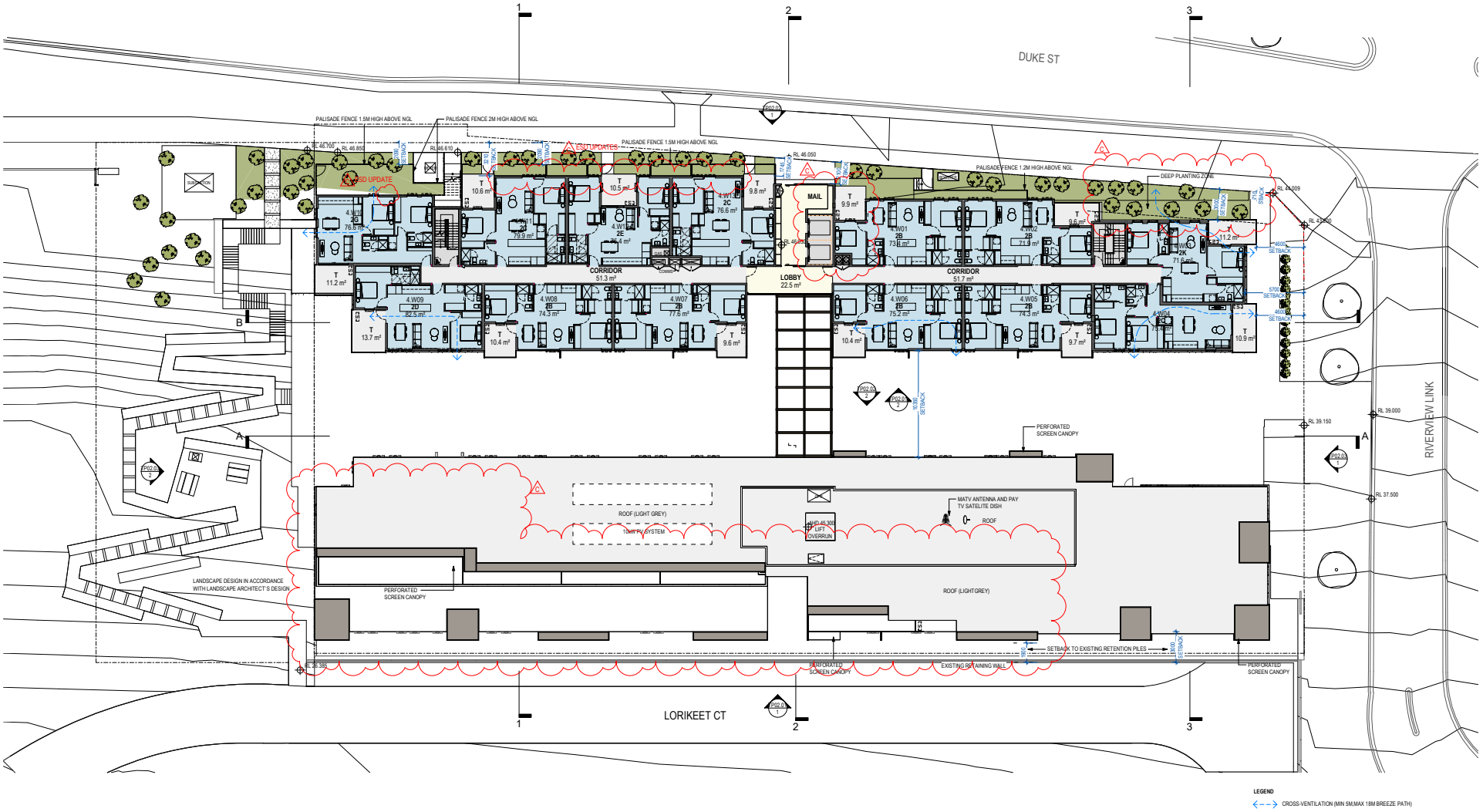
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Revisions

-	28.10.22	Town Planning Submission	EG
A	30.06.23	Addendum	EG
B	22.08.23	Addendum	EG
C	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

15/09/2023 8:50:14 AM

Project: Apartment Development
400a Duke St, Sunshine North, VIC

Drawing: LEVEL 04

Project No.: 222110

Author: EG

Scale: @ A1: 1 : 200

Drawing No.: TP01.05

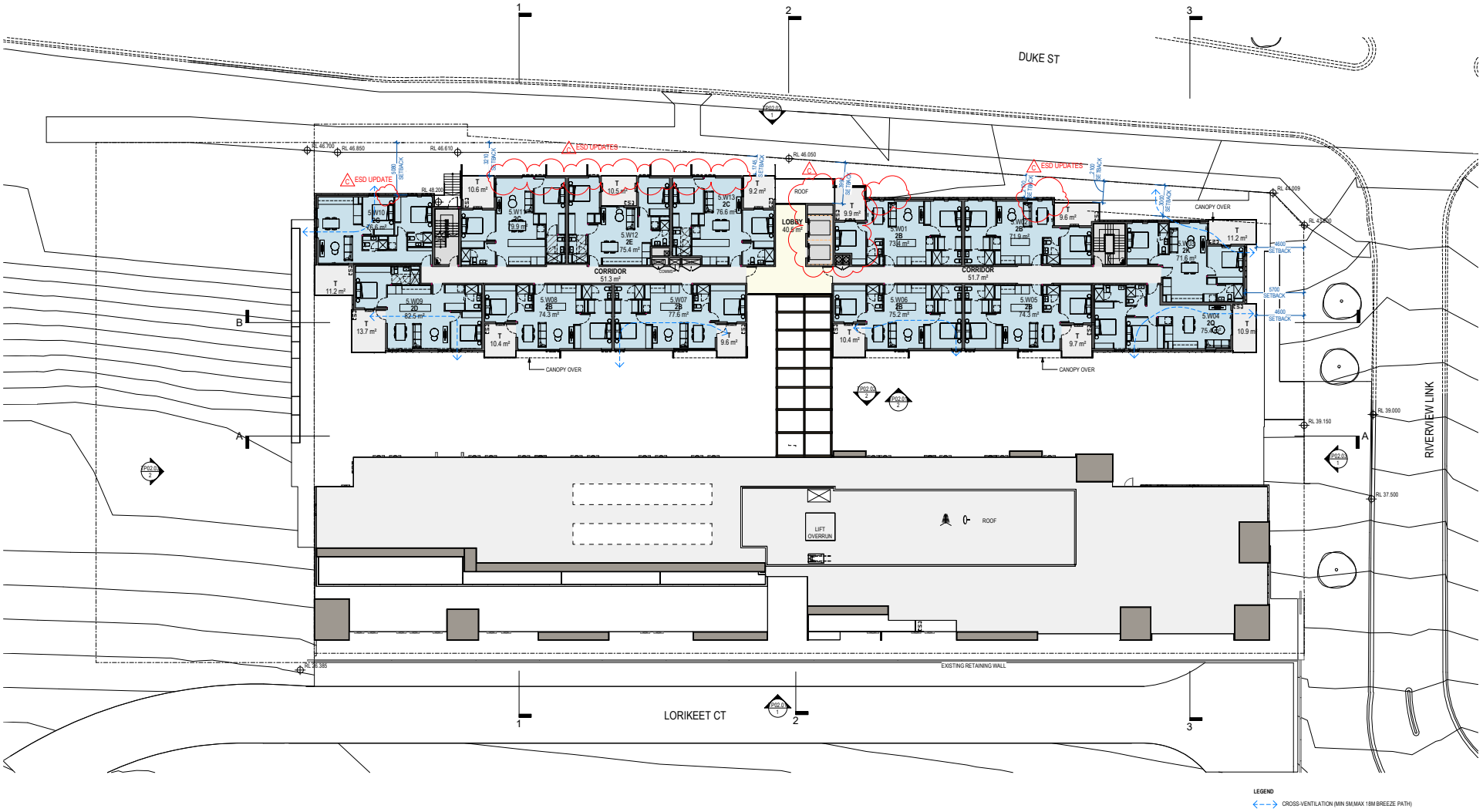
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Revisions

P1	19.05.23	For Information	EG
P2	25.05.23	Planning Submission	EG
A	30.06.23	Architectural Development	EG
B	22.08.23	For Information	EG
C	12.09.23	Response to Council RFI	EG

15/09/2023 8:50:21 AM

Attachment 12.3.3

Project: Apartment Development
400a Duke St, Sunshine North, VIC

Drawing: LEVEL 05

Project No.: 222110

Author: EG

Scale: @ A1: 1 : 200

Drawing No.: TP01.06

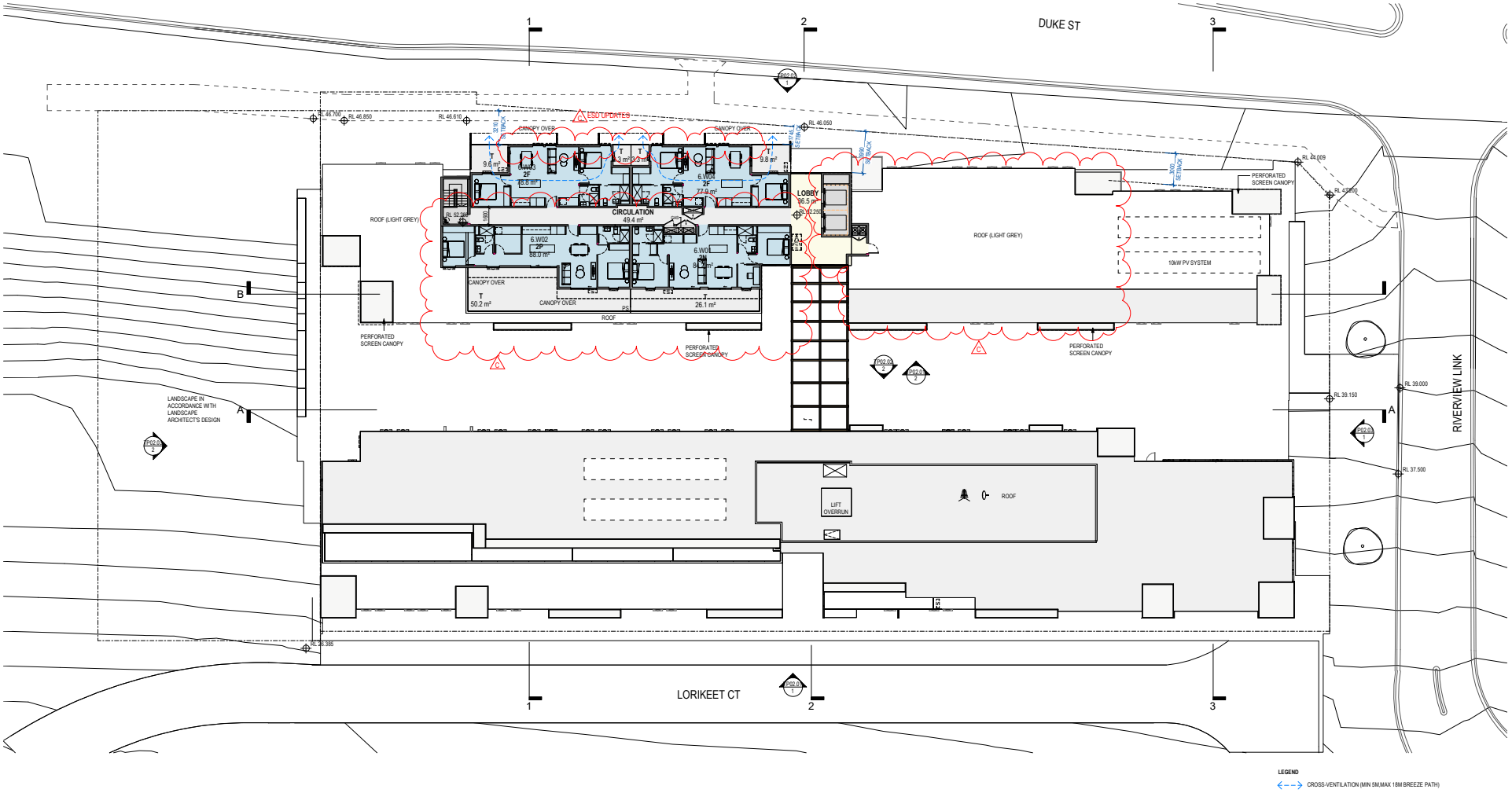
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Revisions			
	-	28.10.22	Town Planning Submission
	A	30.06.23	Additional Information
	B	22.08.23	Additional Information
	C	12.09.23	Response to Council RFI

EG
EG
EG

15/09/2023 8:50:25 AM

Project: Apartment Development
400a Duke St, Sunshine North, VIC

Drawing: LEVEL 06

Project No.: 222110

Author: EG

Scale: @ A1: 1 : 200

Drawing No.: TP01.07

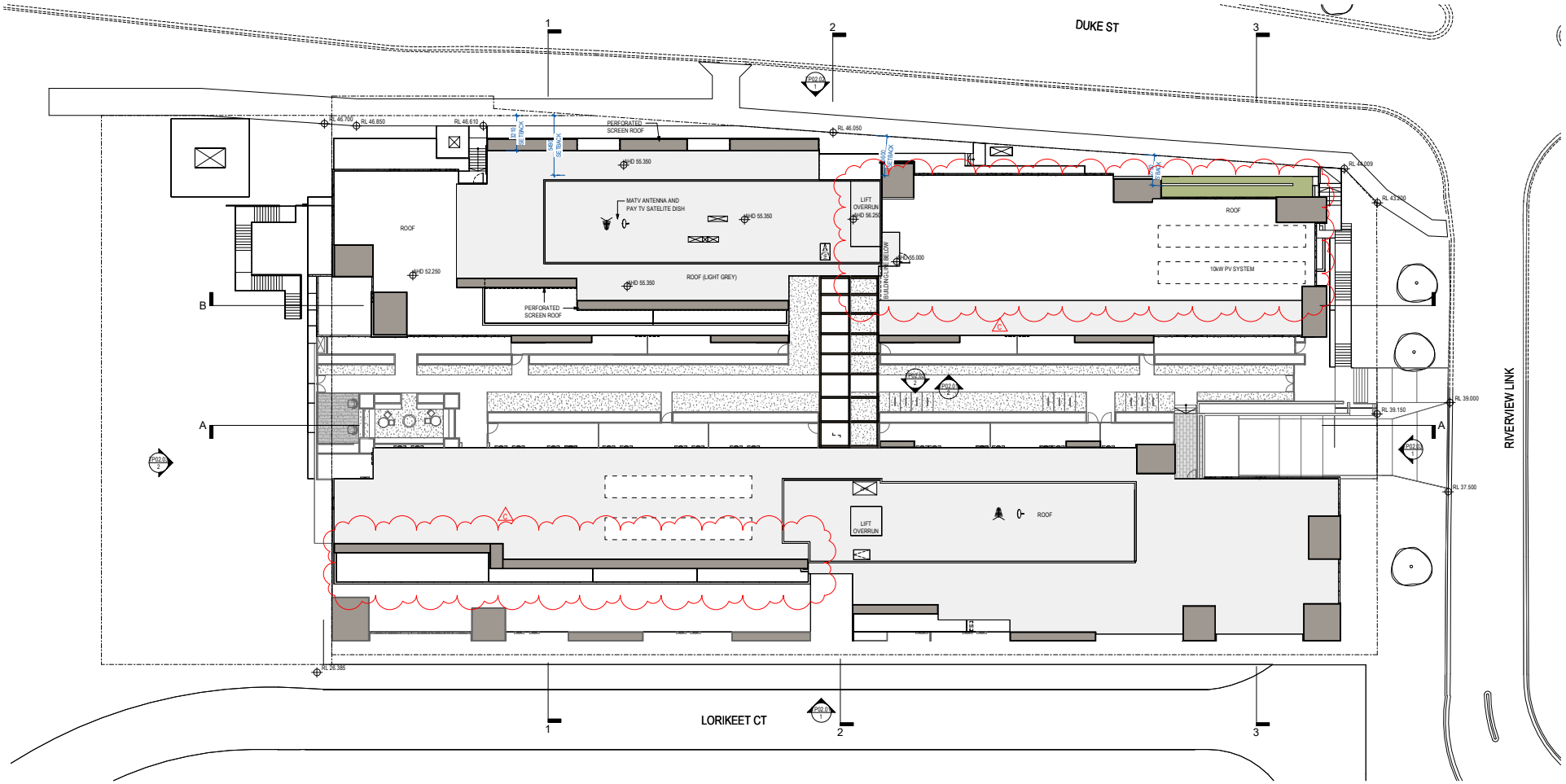
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LEGEND

CROSS-VENTILATION (MIN 5M,MAX 18M BREEZE PATH)

STAGE 8 SITE AREA	5733.15m²	
GARDEN AREA	2250.25m²	39.25%

Revisions			
-	28.10.22	Town Planning Submission	EG
A	30.06.23	Additional Information	EG
B	22.08.23	Additional Information	EG
C	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

15/09/2023 8:50:33 AM

Project: Apartment Development
400a Duke St, Sunshine North, VIC

Drawing: ROOF

Project No.: 222110

Author: EG

Scale: @ A1: 1 : 200

Drawing No.: TP01.08

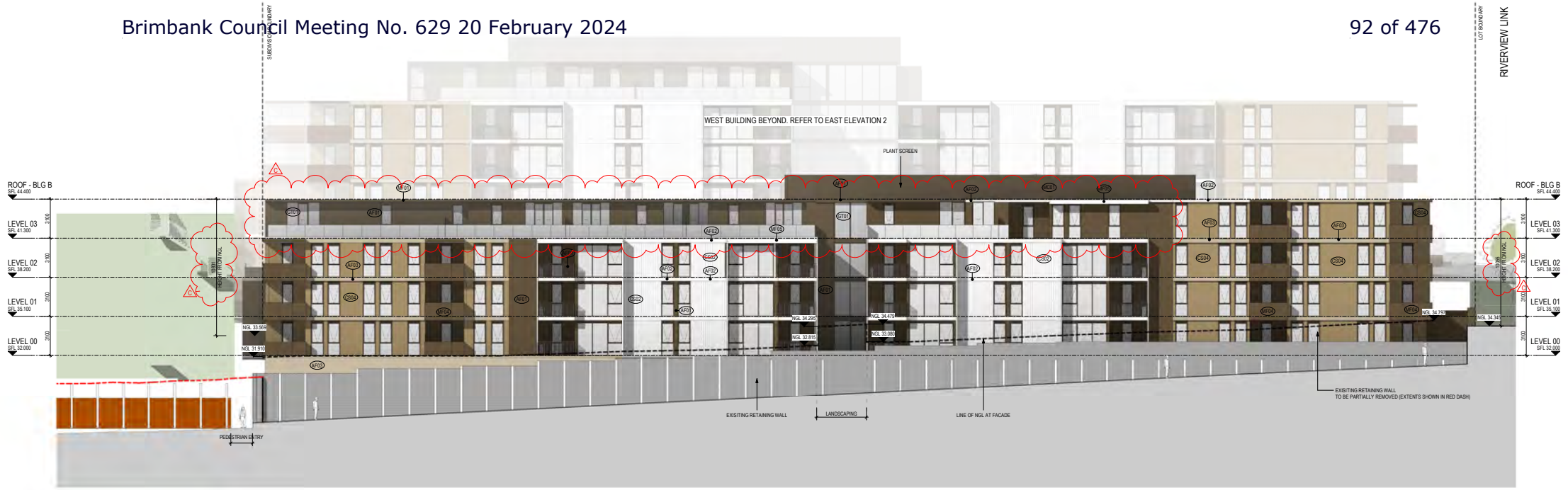
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East Elevation



East Elevation 2

Revisions

-	28.10.22	Town Planning Submission
A	30.06.23	Planning Update
B	22.08.23	Planning Update
C	12.09.23	Response to Council RFI

EG
EG
EG

15/09/2023 8:51:07 AM

Attachment 1 2 3 3

GENERAL

- 0.000 FINISHED FLOOR LEVEL
- RL 0.000 RELATIVE LEVEL
- SFL 0.000 STRUCTURAL FLOOR LEVEL
- NGL 0.000 NATURAL GROUND LEVEL

*ALL OPERABLE WINDOWS CAN BE HELD OPEN

FINISHES

- CS01 CLADDING SYSTEM TYPE 01-BRONZE
- CS02 CLADDING SYSTEM TYPE 02-LIGHT GREY
- CS03 CLADDING SYSTEM TYPE 03 -LIGHT BEIGE
- CS04 CLADDING SYSTEM TYPE 04 -BROWN
- AF01 APPLIED FINISH TYPE 01- BRONZE
- AF02 APPLIED FINISH TYPE 02- LIGHT GREY
- AF03 APPLIED FINISH TYPE 03-LIGHT BEIGE
- MC01 METAL CLADDING SYSTEM TYPE 01-BRONZE
- MF01 METAL FINISH TYPE 01- BRONZE
- MF02 METAL FINISH TYPE 01- LIGHT GREY-PERFORATED
- MF03 METAL FINISH TYPE 03- MID GREY
- MF04 METAL FINISH TYPE 04- BRONZE-PERFORATED
- MF05 METAL FINISH TYPE 05- LIGHT GREY
- GT01 GLAZING 01-CLEAR

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

Drawing: **East Elevations**

Project No.: **222110**

Author: **GA**

Scale: @ A1: **1 : 150**

Drawing No.: **TP02.01**

Revision: **C**

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West Elevation



West Elevation 2

Revisions			
-	28.10.22	Town Planning Submission	EG
A	30.06.23	Additional Information	EG
B	22.08.23	Additional Information	EG
C	12.09.23	Response to Council RFI	EG

15/09/2023 8:51:40 AM

Attachment 1 2.3.3

GENERAL

0.000 FINISHED FLOOR LEVEL
RL 0.000 RELATIVE LEVEL
SFL 0.000 STRUCTURAL FLOOR LEVEL
NGL 0.000 NATURAL GROUND LEVEL
*ALL OPERABLE WINDOWS CAN BE HELD OPEN

FINISHES

CS01 CLADDING SYSTEM TYPE 01-BRONZE
CS02 CLADDING SYSTEM TYPE 02-LIGHT GREY
CS03 CLADDING SYSTEM TYPE 03 -LIGHT BEIGE
CS04 CLADDING SYSTEM TYPE 04 -BROWN
AF01 APPLIED FINISH TYPE 01- BRONZE
AF02 APPLIED FINISH TYPE 02- LIGHT GREY
AF03 APPLIED FINISH TYPE 03-LIGHT BEIGE
MC01 METAL CLADDING SYSTEM TYPE 01-BRONZE
MF01 METAL FINISH TYPE 01- BRONZE
MF02 METAL FINISH TYPE 01- LIGHT GREY-PERFORATED
MF03 METAL FINISH TYPE 03- MID GREY
MF04 METAL FINISH TYPE 04- BRONZE-PERFORATED
MF05 METAL FINISH TYPE 05- LIGHT GREY
GT01 GLAZING 01-CLEAR

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

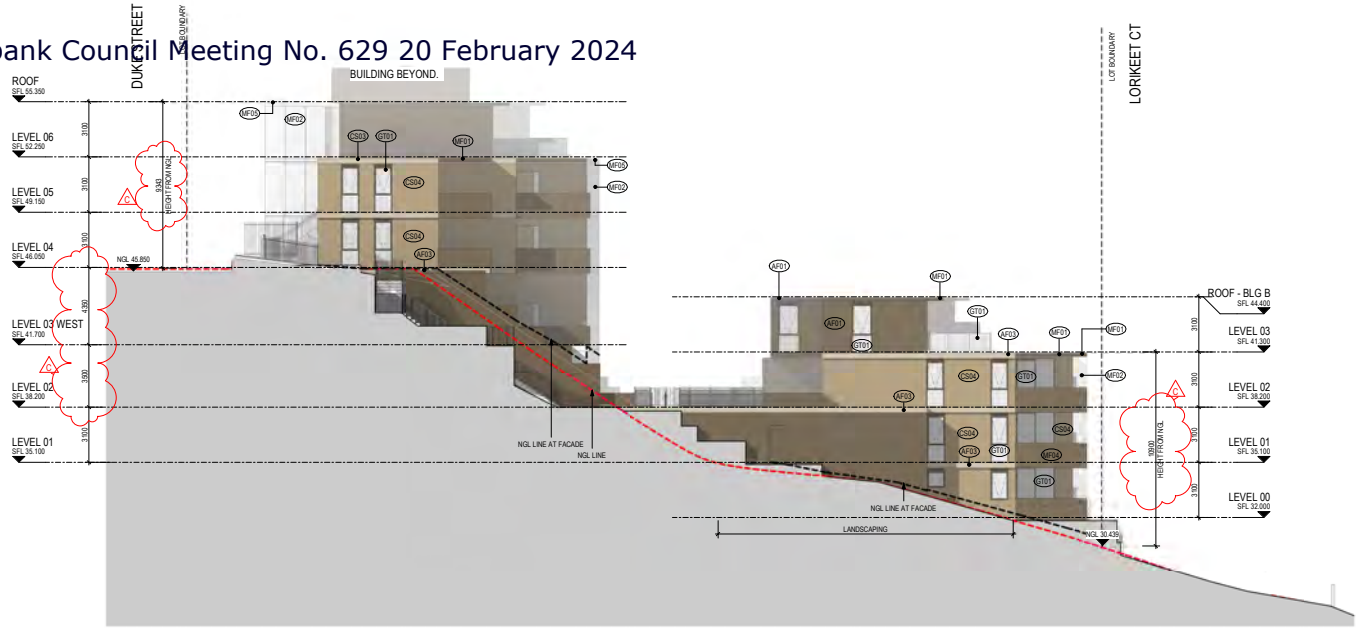
Drawing: **West Elevations**
Project No.: **222110**
Author: **GA**
Scale: @ A1: **1 : 150**
Drawing No.: **TP02.02**
Revision: **C**

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South Elevation



North Elevation

Revisions		
-	28.10.22	Town Planning Submission
A	30.06.23	Response to Council RFI
B	22.08.23	Response to Council RFI
C	12.09.23	Response to Council RFI

15/09/2023 8:52:04 AM

Attachment 12.3.3

EG
EG
EG

GENERAL

- FFL 0.000 FINISHED FLOOR LEVEL
- RL 0.000 RELATIVE LEVEL
- SFL 0.000 STRUCTURAL FLOOR LEVEL
- NGL 0.000 NATURAL GROUND LEVEL

*ALL OPERABLE WINDOWS CAN BE HELD OPEN

FINISHES

- CS01 CLADDING SYSTEM TYPE 01-BRONZE
- CS02 CLADDING SYSTEM TYPE 02-LIGHT GREY
- CS03 CLADDING SYSTEM TYPE 03 -LIGHT BEIGE
- CS04 CLADDING SYSTEM TYPE 04 -BROWN
- MF01 APPLIED FINISH TYPE 01- BRONZE
- MF02 APPLIED FINISH TYPE 02- LIGHT GREY
- MF03 APPLIED FINISH TYPE 03-LIGHT BEIGE
- MC01 METAL CLADDING SYSTEM TYPE 01-BRONZE
- MF01 METAL FINISH TYPE 01- BRONZE
- MF02 METAL FINISH TYPE 01- LIGHT GREY-PERFORATED
- MF03 METAL FINISH TYPE 03- MID GREY
- MF04 METAL FINISH TYPE 04- BRONZE-PERFORATED
- MF05 METAL FINISH TYPE 05- LIGHT GREY
- GT01 GLAZING 01-CLEAR

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

Drawing: **North and South Elevations**

Project No.: **222110**

Author: **GA**

Scale: @ A1: **1 : 150**

Drawing No.: **TP02.03**

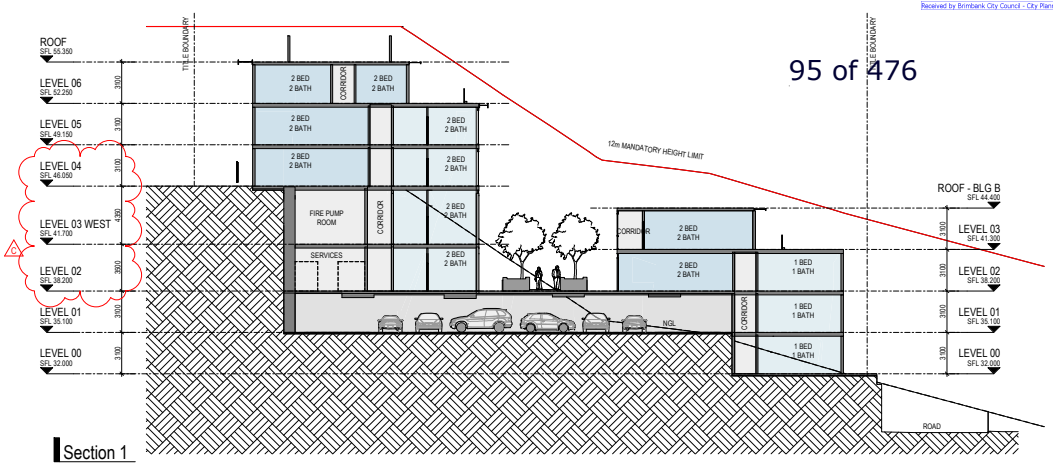
Revision: **C**

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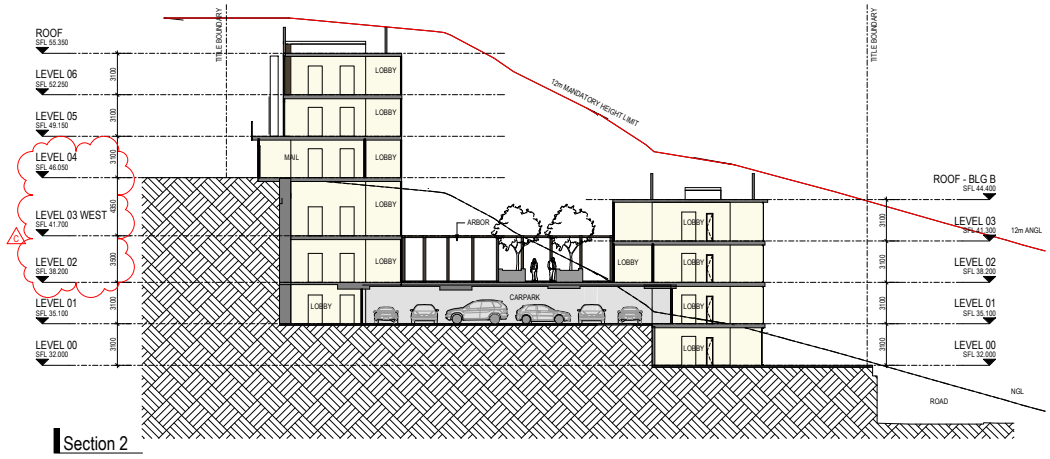
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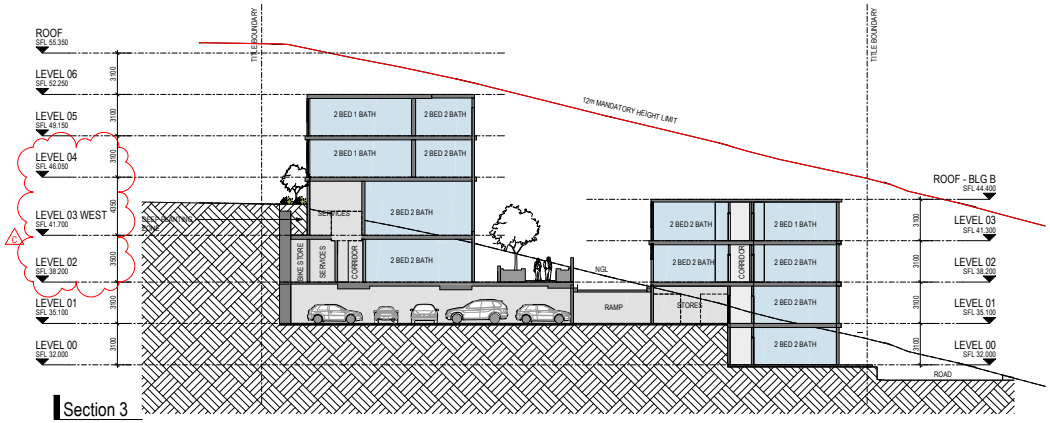
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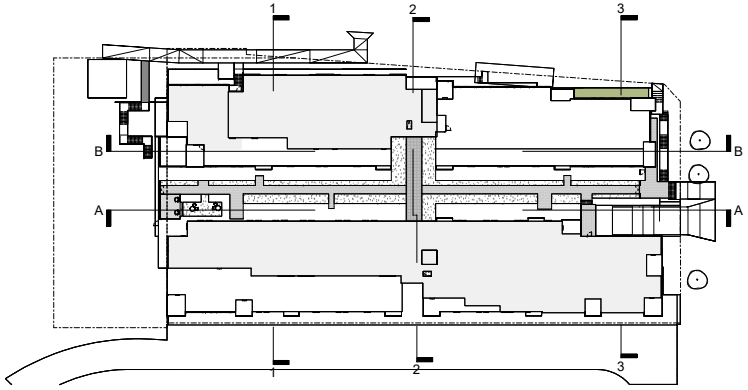
Section 1



Section 2



Section 3



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Revisions			
-	28.10.22	Town Planning Submission	EG
A	30.06.23	Response to Council RFI	EG
B	22.08.23	Response to Council RFI	EG
C	12.09.23	Response to Council RFI	EG

15/09/2023 8:52:14 AM

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

Drawing: **SECTIONS**

Project No.: **222110**

Author: **EG**

Scale: @ A1: **As indicated**

Drawing No.: **TP03.01**

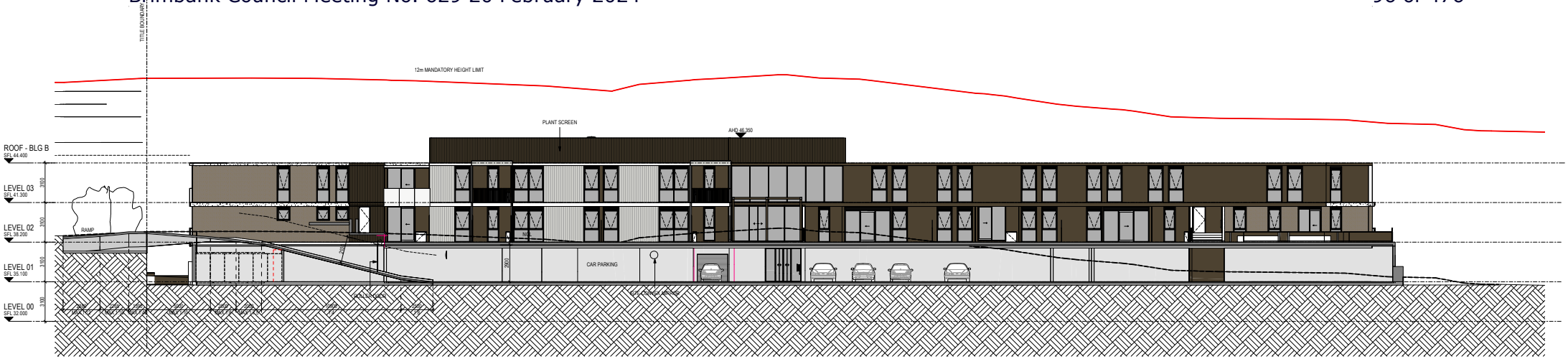
Revision: **C**

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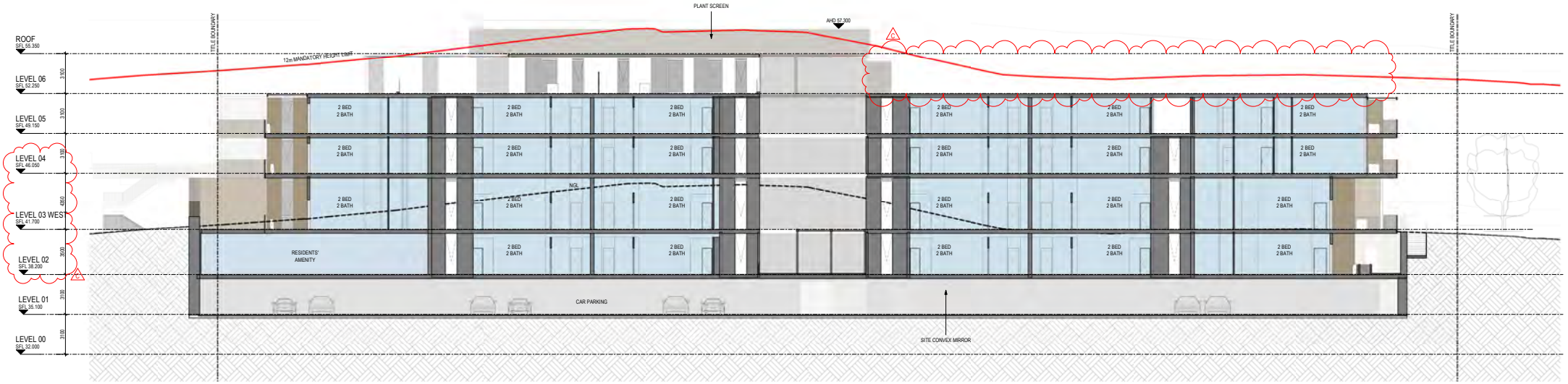
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Section A



Section B

Revisions			
-	28.10.22	Town Planning Submission	EG
A	30.06.23	Additional Info	EG
B	22.08.23	Additional Info	EG
C	12.09.23	Response to Council RFI	EG

15/09/2023 8:52:22 AM

Project: Apartment Development
400a Duke St, Sunshine North, VIC

Drawing: SECTIONS

Project No.: 222110

Author: EG

Scale: @ A1: 1 : 150

Drawing No.: TP03.02

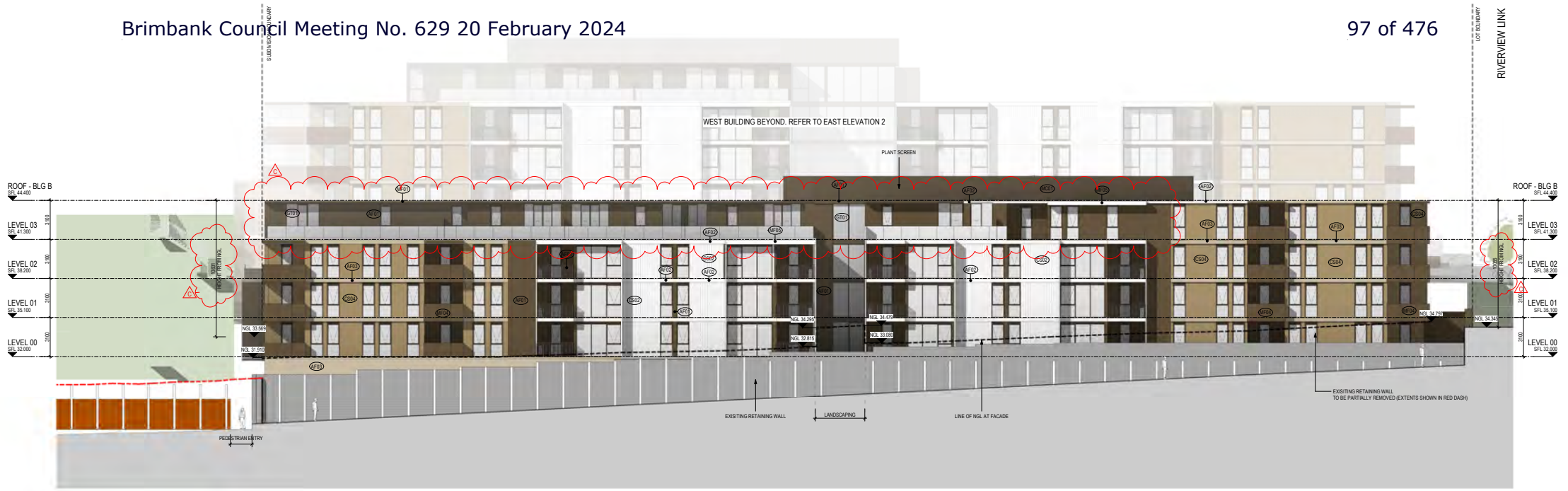
Revision: C

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East Elevation



East Elevation 2

Revisions

-	28.10.22	Town Planning Submission
A	30.06.23	Response to Council RFI
B	22.08.23	Response to Council RFI
C	12.09.23	Response to Council RFI

15/09/2023 8:51:07 AM

Attachment 1 2 3 3

GENERAL

- FFL 0.000 FINISHED FLOOR LEVEL
- RL 0.000 RELATIVE LEVEL
- SFL 0.000 STRUCTURAL FLOOR LEVEL
- NGL 0.000 NATURAL GROUND LEVEL

*ALL OPERABLE WINDOWS CAN BE HELD OPEN

FINISHES

- CS01 CLADDING SYSTEM TYPE 01-BRONZE
- CS02 CLADDING SYSTEM TYPE 02-LIGHT GREY
- CS03 CLADDING SYSTEM TYPE 03 -LIGHT BEIGE
- CS04 CLADDING SYSTEM TYPE 04 -BROWN
- AF01 APPLIED FINISH TYPE 01- BRONZE
- AF02 APPLIED FINISH TYPE 02- LIGHT GREY
- AF03 APPLIED FINISH TYPE 03-LIGHT BEIGE
- MC01 METAL CLADDING SYSTEM TYPE 01-BRONZE
- MF01 METAL FINISH TYPE 01- BRONZE
- MF02 METAL FINISH TYPE 01- LIGHT GREY-PERFORATED
- MF03 METAL FINISH TYPE 03- MID GREY
- MF04 METAL FINISH TYPE 04- BRONZE-PERFORATED
- MF05 METAL FINISH TYPE 05- LIGHT GREY
- GT01 GLAZING 01-CLEAR

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

Drawing: **East Elevations**

Project No.: **222110**

Author: **GA**

Scale: @ A1: **1 : 150**

Drawing No.: **TP02.01**

Revision: **C**

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West Elevation



West Elevation 2

Revisions

-	28.10.22	Town Planning Submission	EG
A	30.06.23	Additional Information	EG
B	22.08.23	Public Exhibition	EG
C	12.09.23	Response to Council RFI	EG

15/09/2023 8:51:40 AM

Attachment 12.3.3

GENERAL

0.000 FINISHED FLOOR LEVEL
RL 0.000 RELATIVE LEVEL
SFL 0.000 STRUCTURAL FLOOR LEVEL
NGL 0.000 NATURAL GROUND LEVEL
*ALL OPERABLE WINDOWS CAN BE HELD OPEN

FINISHES

CS01 CLADDING SYSTEM TYPE 01-BRONZE
CS02 CLADDING SYSTEM TYPE 02-LIGHT GREY
CS03 CLADDING SYSTEM TYPE 03 -LIGHT BEIGE
CS04 CLADDING SYSTEM TYPE 04 -BROWN
AF01 APPLIED FINISH TYPE 01- BRONZE
AF02 APPLIED FINISH TYPE 02- LIGHT GREY
AF03 APPLIED FINISH TYPE 03-LIGHT BEIGE
MC01 METAL CLADDING SYSTEM TYPE 01-BRONZE
MF01 METAL FINISH TYPE 01- BRONZE
MF02 METAL FINISH TYPE 01- LIGHT GREY-PERFORATED
MF03 METAL FINISH TYPE 03- MID GREY
MF04 METAL FINISH TYPE 04- BRONZE-PERFORATED
MF05 METAL FINISH TYPE 05- LIGHT GREY
GT01 GLAZING 01-CLEAR

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

Drawing: **West Elevations**

Project No.: **222110**

Author: **GA**

Scale: @ A1: **1 : 150**

Drawing No.: **TP02.02**

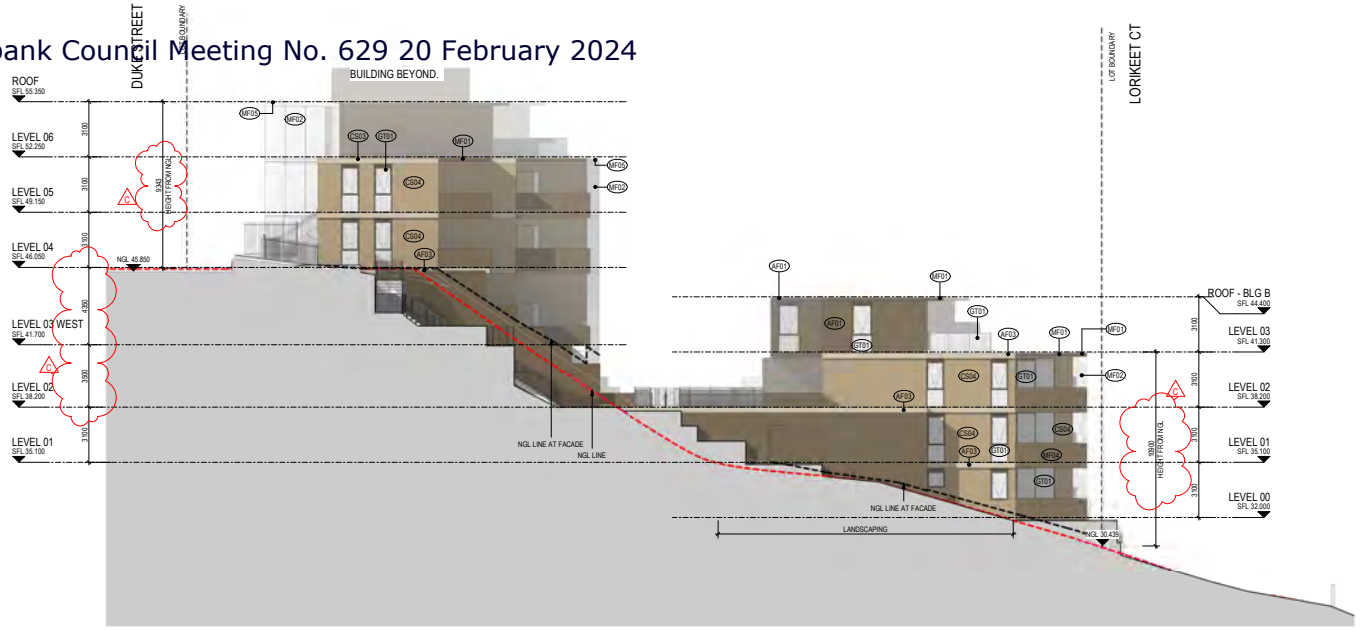
Revision: **C**

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South Elevation



North Elevation

Revisions

-	28.10.22	Town Planning Submission
A	30.06.23	Response to Council RFI
B	22.08.23	Response to Council RFI
C	12.09.23	Response to Council RFI

15/09/2023 8:52:04 AM

Attachment 12.3.3

EG
EG
EG

GENERAL

FFL 0.000 FINISHED FLOOR LEVEL
RL 0.000 RELATIVE LEVEL
SFL 0.000 STRUCTURAL FLOOR LEVEL
NGL 0.000 NATURAL GROUND LEVEL

*ALL OPERABLE WINDOWS CAN BE HELD OPEN

FINISHES

CS01 CLADDING SYSTEM TYPE 01-BRONZE
CS02 CLADDING SYSTEM TYPE 02-LIGHT GREY
CS03 CLADDING SYSTEM TYPE 03 -LIGHT BEIGE
CS04 CLADDING SYSTEM TYPE 04 -BROWN
MF01 APPLIED FINISH TYPE 01- BRONZE
MF02 APPLIED FINISH TYPE 02- LIGHT GREY
MF03 APPLIED FINISH TYPE 03-LIGHT BEIGE
MC01 METAL CLADDING SYSTEM TYPE 01-BRONZE
MF01 METAL FINISH TYPE 01- BRONZE
MF02 METAL FINISH TYPE 01- LIGHT GREY-PERFORATED
MF03 METAL FINISH TYPE 03- MID GREY
MF04 METAL FINISH TYPE 04- BRONZE-PERFORATED
MF05 METAL FINISH TYPE 05- LIGHT GREY
GT01 GLAZING 01-CLEAR

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

Drawing: **North and South Elevations**

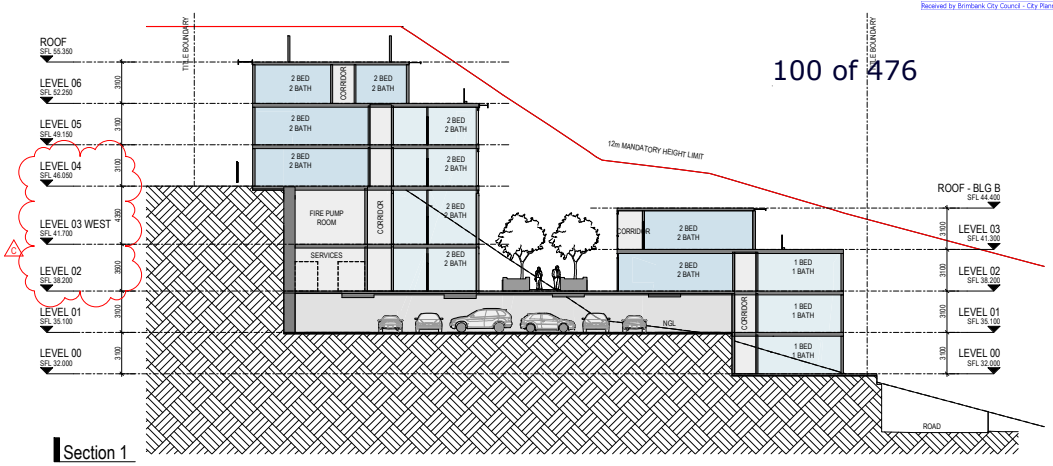
Project No.: **222110**
Author: **GA**
Scale: @ A1: **1 : 150**
Drawing No.: **TP02.03**
Revision: **C**

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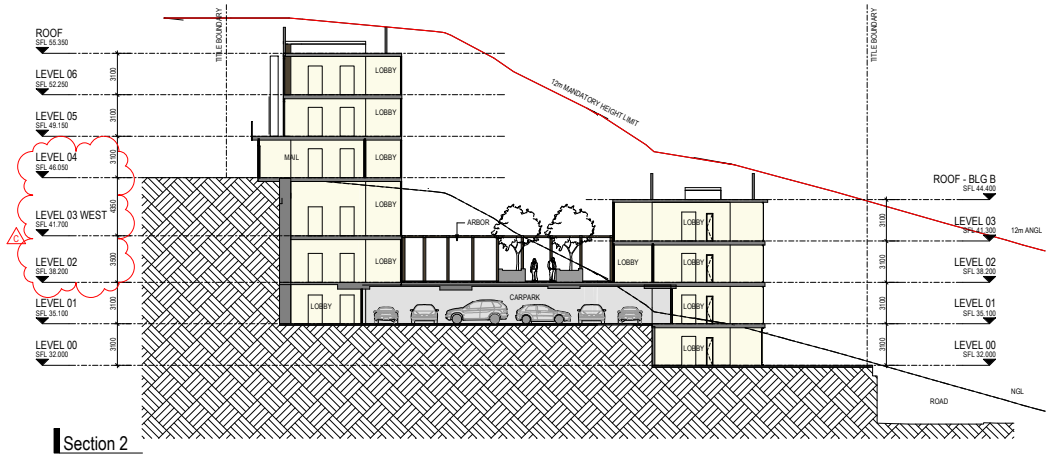
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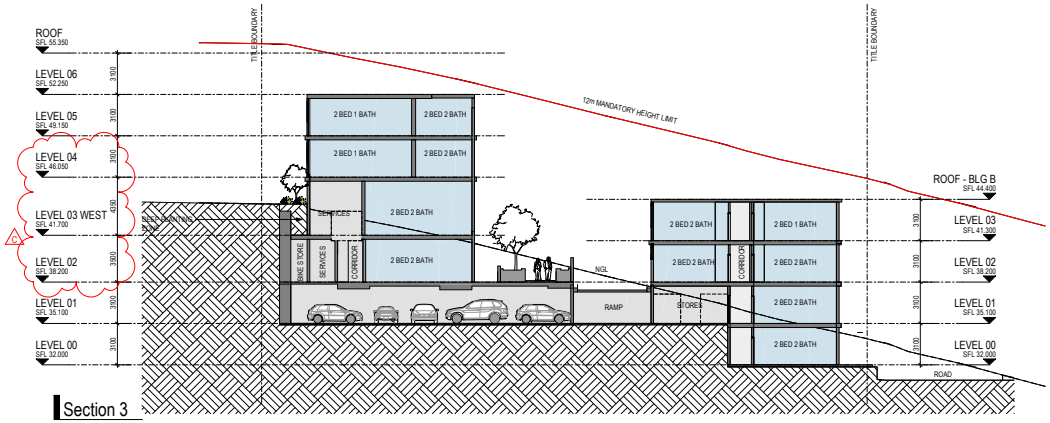
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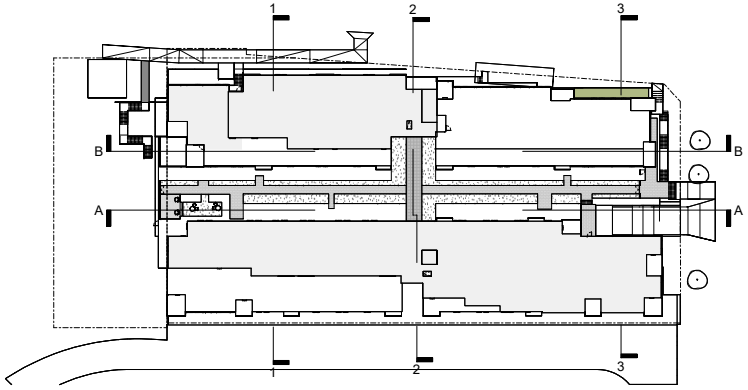
Section 1



Section 2



Section 3



NOTE: PERSPECTIVE VIEWS ARE FOR INFORMATION ONLY AND NOT TO SCALE. SURVEY TOPOGRAPHY, BUILDING HEIGHTS AND FENCE HEIGHTS USED TO PRODUCE THESE PERSPECTIVES HAVE BEEN PRODUCED BY OTHERS. CONDITIONS HAVE BEEN CALCULATED AND DRAWN TO THE BEST OF OUR ABILITY WITH ALL DUE CARE TAKEN TO ENSURE THEIR ACCURACY

Revisions		
-	28.10.22	Town Planning Submission
A	30.06.23	Response to Council RFI
B	22.08.23	Response to Council RFI
C	12.09.23	Response to Council RFI

Attachment 12.3.3

15/09/2023 8:52:14 AM

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

Drawing: **SECTIONS**

Project No.: **222110**

Author: **EG**

Scale: @ A1: **As indicated**

Drawing No.: **TP03.01**

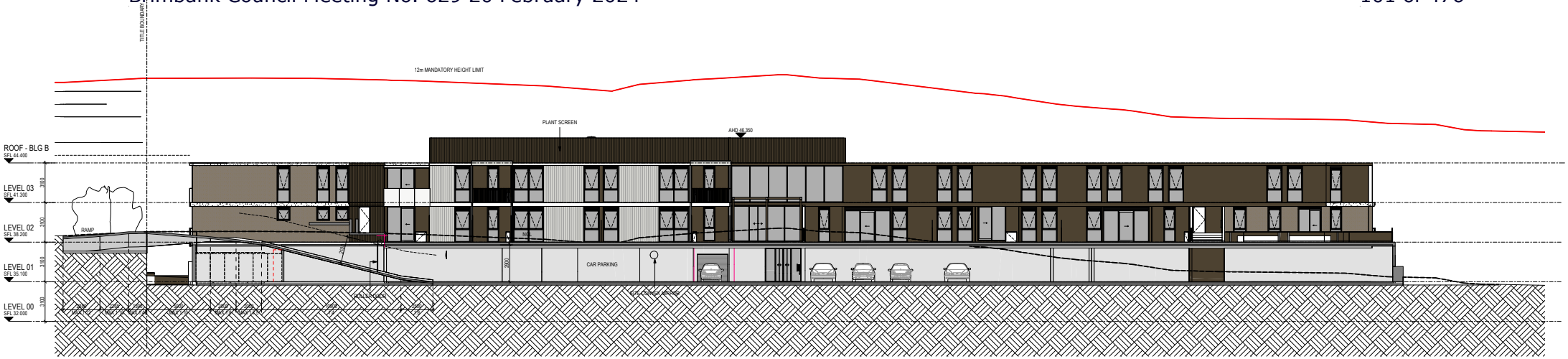
Revision: **C**

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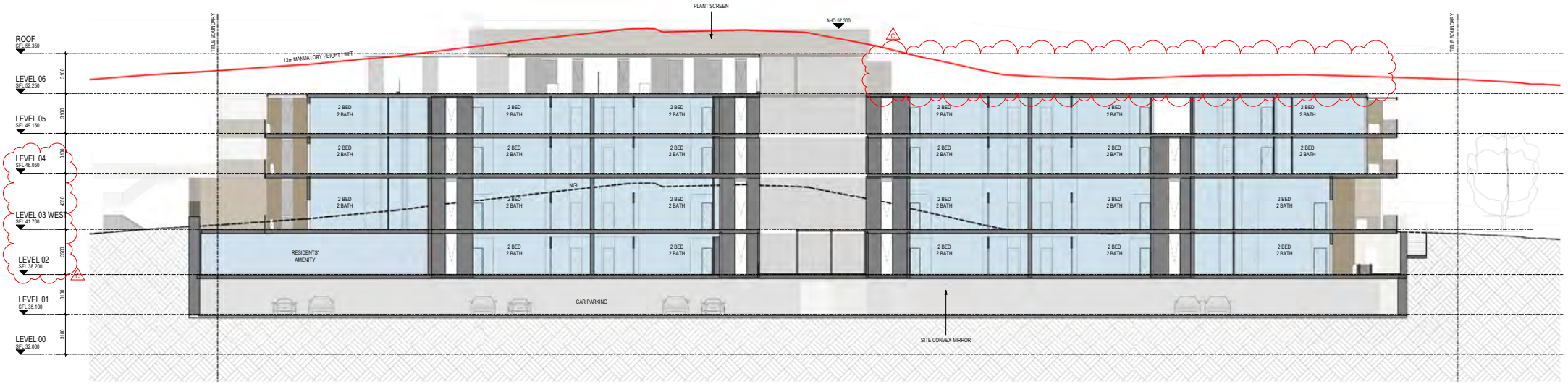
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Section A



Section B

Revisions

-	28.10.22	Town Planning Submission	EG
A	30.06.23	Architectural Update	EG
B	22.08.23	Architectural Update	EG
C	12.09.23	Response to Council RFI	EG

Attachment 12.3.3

15/09/2023 8:52:22 AM

Project: **Apartment Development**
400a Duke St, Sunshine North, VIC

Drawing: **SECTIONS**

Project No.: **222110**

Author: **EG**

Scale: @ A1: **1 : 150**

Drawing No.: **TP03.02**

Revision: **C**

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2.1 3D IMAGERY



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2.2 3D IMAGERY



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2.3 3D IMAGERY



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2.4 3D IMAGERY



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2.5 3D IMAGERY

NOTE: LANDSCAPE DESIGN IN ACCORDANCE WITH LANDSCAPE ARCHITECT'S DESIGN



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2.6 3D IMAGERY

NOTE: LANDSCAPE DESIGN IN ACCORDANCE WITH LANDSCAPE ARCHITECT'S DESIGN



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Detailed Assessment

Application Number:	P699/2017 (Amended permit/plan)
Location:	Land formerly known as 322 Duke St, Sunshine North and 30A Riverview Link, Sunshine North which comprised the following allotments: Lot 1 PS522818K, 322 Duke Street, Sunshine North; Crown Allotments 6, 7 & 8 Of TP754835B, Duke Street, Sunshine North; Crown Allotment 2001 Of TP812285Q, Duke Street, Sunshine North; Crown Allotment 9 TP276029U, Duke Street, Sunshine North; and Part Of Lot 7A of Crown Allotment, 30A Riverview Link, Sunshine North The overall site is also known as Stage 4 of the River Valley Estate or more recently as "the Pace development". Following the development and subdivision of the land, the overall site subject to the planning permit now includes all of the sites within Woodswallow Entrance, Lorikeet Court, Wattlebird Court and Brushtail Court, all of the sites on the eastern side of Duke Street between Riverview Link and the Duke Street Reserve, and the remaining vacant sites now known as 330A and 400A Duke St, Sunshine North. The land to which the proposed amendments apply is only 330A and 400A Duke St, Sunshine North (Lots S3 and S15 on PS 822595F).
Proposal:	Amendment to the planning permit and endorsed plans to remove the 19 townhouses that were previously proposed within the north-western corner of the site (stage 10) and instead construct two buildings (4 storeys and 6 storeys including a shared basement car park) containing a total of 85 apartments.
Applicant:	Pace Development Group Pty Ltd
Zoning/Overlay:	The land impacted by the proposed amendment is zoned General Residential Zone Schedule 1 and is affected by a Development Contributions Plan Overlay Schedule 2, Design and Development Overlay Schedule 1 and Development Plan Overlay Schedule 3. The overall development site also has a Land Subject to Inundation Overlay over the lower-lying parts near the Maribyrnong River however that doesn't extend to the area of the site where the amendments are proposed.
Adjoining Zoning/Overlay:	Surrounding land to the north, east and south is zoned General Residential Zone Schedule 1 and is affected by a Development Contributions Plan Overlay Schedule 2 and a Design and Development Overlay Schedule 1. Land to the west of the site is within the General Residential and Commercial 1 Zones and is affected by a Development Contributions Plan Overlay Schedule 2; Design and Development Overlay Schedule 1 and part is within the Development Plan Overlay Schedule 3. The Land Subject to Inundation Overlay and Significant Landscape Overlay (Schedule 3) affect land to the east of the subject land, along the Maribyrnong River.

Environmental Audit:	The site does not have an Environmental Audit Overlay. The land was rezoned from Industrial to Residential under Amendment L2 to the Brimbank Planning Scheme on 15 October 1998. Certificate of Environmental Audit No. 1755/2/11 was issued on 29 June 1993 which determined that the land was suitable for any beneficial use.
Proximity to former Land Fill sites:	The site is located outside the recommended buffer distance from the nearest former landfill. Accordingly no landfill gas assessment is required.
Cultural Heritage Management Plan (CHMP):	Not required as this matter was resolved as part of original application. There is no trigger for a new CHMP as part of this proposed amendment.
Restrictive Covenant:	No covenant is registered on the title.
Section 173 Agreement:	The following Section 173 Agreements are registered on the Titles: X615754Y (23/07/2001) This Agreement includes the following requirements: ▪ Land is not to be used for the keeping or racing or homing pigeons or similar flocking birds; ▪ Aircraft sensitive buildings affected by Aircraft noise are to be constructed with acoustic treatments; notification of purchasers of potential noise emissions from Melbourne Airport; ▪ Discouraging activities that would attract birds to ensure birdstrike is limited; ▪ Restricting planting species to minimise bird attracting; ▪ Retention of as much of the dry stone walls as possible; ▪ Stormwater drainage and associated works are to be referred to Melbourne Airport for comment; ▪ No additional lakes or wetlands are to be created other than for stormwater processing; ▪ Existing lakes and wetlands are to be managed to ensure there is no additional surface area or depth increases and no stocks of fish are to be added as they may attract birds. AJ926145K (24/09/2012) This Agreement is registered only on the title of Lot 1 PL 522818K, being No. 322 Duke Street and relates to the original subdivision permit issued for Stage 4 (P782/2008), in particular Conditions 3 and 4 of the Permit. This Agreement states that the owners covenants and agrees to: ▪ Preparing Residential Guidelines prior to any Statement of Compliance for the Residential Subdivision. ▪ The Design Guidelines must address, building scale, building form, maximum building height, building colours, fencing and landscaping and, all land must comply with the design guidelines to the satisfaction of the Council. ▪ Buildings on lots 112, 38 and 44 to be orientated to both street frontages. ▪ No fencing along boundary of lot 13. ▪ Colourbond fencing along the rear of various lots (lots 36-39 and Lot 57-59) as marked on the plan approved under the subdivision.

Planning permit P782/2008 was never acted on and has expired.

While the proposal does not breach the Section 173 Agreement requirements, the requirements of this Agreement are effectively redundant.

AT102011R (24/03/2020)
This Agreement is registered to comply with condition 52 of Planning Permit P699/2017. The following is an extract from the Section 173 Agreement that sets out the obligations:

Council issued Planning Permit P874/2018 (**Planning Permit**) on 10 July 2019 which allows for the staged residential subdivision (PS 822595F) on a land affected by Design and Development Overlay and Land Subject to Inundation Overlay in accordance with the endorsed plans, for the land at Duke Street, Sunshine North (**Subject Land**).

Condition 4 of the Planning Permit provides that:

(4) *Before the Statement of Compliance is issued under the Subdivision Act 1988 for this subdivision, application must be made to Registrar of Titles to register the Section 173 Agreement in accordance with condition 52 of the Planning Permit P699/2017. This agreement must be registered on all titles under Section 181 of the Act.*

Condition 52 of the 2018 Planning Permit provides that:

52. *Prior to the issue of the Statement of Compliance for any subdivision of the land, the owner of the land must enter into an agreement with the Responsible Authority pursuant to Section 173 of the Planning and Environment Act 1987 and such agreement shall require that:*

(a) All future waste collection for all lots that do not have frontage to Duke Street will not be undertaken by Council but will require a private waste collection contractor to be engaged at the cost of the owner/s of the land.

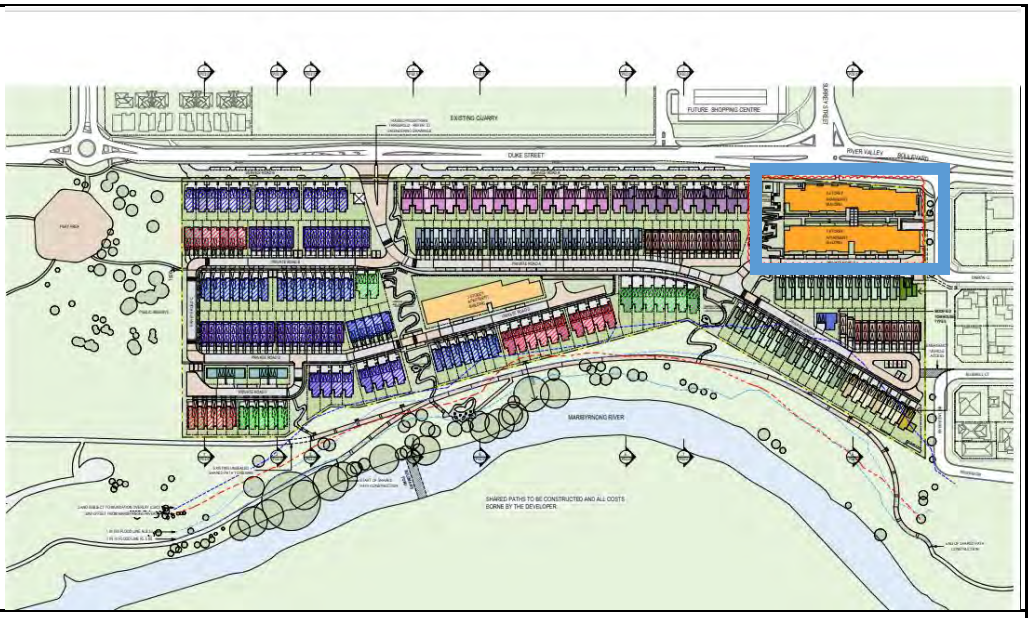
(b) All internal roads, footpaths and landscaping within the site are private roads, footpaths and landscaping and these must be maintained by the owner/s of the land. Council is not responsible for the maintenance, repair or replacement of the roads, footpaths or landscaping.

(c) a copy of the Agreement must be brought to the attention of all prospective owners of the site.

	AT182914T (23/04/2020) This Agreement is registered on the title to each lot that forms part of the subject site. The following is an extract from this Section 173 Agreement that sets out the obligations: C. Council issued Planning Permit P874/2018 (**Planning Permit**) on 10 July 2019 which allows for the staged residential subdivision (PS 822595F) on a land affected by Design and Development Overlay and Land Subject to Inundation Overlay in accordance with the endorsed plans, for the land at Duke Street, Sunshine North (**Subject Land**). D. Condition 19 of the Planning Permit provides that: *(19) Before the Statement of Compliance is issued for Stage 1 under the Subdivision Act 1988, the following works approved under Planning Permit P699/2017 must be completed by the owner/developer to the satisfaction of the Responsible Authority:* *(a) Shared User's path in the DELWP reserve along the Maribyrnong River frontage to be constructed and made available to use by the public.*
Planning Permit History:	<u>Original Planning Permit</u> Planning Permit P699/2017 was approved at the Ordinary Council Meeting on 15 May 2018 and was issued on 17 May 2018 for the Staged development of the land for 266 dwellings, buildings and works for the construction of a shared path and viewing platforms and the removal of native vegetation on land within a Land Subject to Inundation Overlay, Design and Development Overlay Schedule 1 and Environmental Significance Overlay Schedule 5. The plans were endorsed on 19 October 2018. <u>Part 2 Amendment</u> Amendments to the endorsed plans and permit preamble to include 22 additional dwellings on land within a Land Subject to Inundation Overlay, Design and Development Overlay Schedule 1 and Environmental Significance Overlay Schedule 5 were approved at the Ordinary Council Meeting on 17 September 2019 and an Amended Planning Permit was issued on 19 September 2019. The majority of the additional townhouses that were approved by this amendment were to be located in the north-western corner of the site that is now where the proposed apartments are to be located. The amended plans were endorsed on 20 April 2020. <u>Part 3 Amendment</u> Amendments to the endorsed plans to: • make changes to the townhouse types • relocate visitor parking spaces • alter landscape areas and • update staging plans

	were approved under delegation from Council on 2 December 2021. The permit itself was not amended on this occasion.
	The permit is still valid. The permitted development was originally required to be completed within five years from the permit issue date of 17 May 2018 (i.e. by 17 May 2023). The completion time was extended up to 17 May 2026 at the request of the developer. <u>Amendments made under Secondary Consent</u> Amendments to Page 70 of 170 of the endorsed plans were approved under delegation under the "secondary consent" provisions of the Planning Permit on 29 January 2024 to install an aluminium slat screen from under the suspended driveway slab all the way to the ground with an access gate for repairs and maintenance to the adjoining townhouses. The screens were for numbers 78 and 90 Woodswallow Entrance and were proposed to address an existing issue where non-residents were accessing this area.
Amended Permit Required Pursuant to:	Pursuant to Part 4 Division 1A of the Planning and Environment Act 1987, further approval is required to amend a permit/plans/documents associated with a Planning Permit. Pursuant to Section 73 of the Act, the application to amend a permit and/or associated plans/documents must be dealt with in accordance with the requirements of Section 47 of the Act.
Planning Scheme Definitions:	The following extracts from Clause 72.03 – Land Use Terms are relevant to the assessment of the proposal, and are referenced at various sections of this report: Apartment - A dwelling located above the ceiling level or below the floor level of another dwelling and is part of a building containing two or more dwellings. Basement – Storey below ground level or that projects no more than 1.2m above ground level. Building height - The vertical distance from natural ground level to the roof or parapet at any point. Ground level - The natural level of a site at any point. (It is relevant to note that the 'basement' definition does not include the word 'natural' however cross-referencing the Planning Scheme definition of 'ground level' results in the measurement being taken from 'natural ground level.') Storey – The part of a building between floor levels. If there is no floor above, it is the part between the floor level and ceiling. It may include an attic, basement, building over car parking area, and mezzanine. Wall height – The vertical distance between the top of the eaves at the wall line, parapet or flat roof (not including chimney), whichever is the highest, and the natural ground level.
Considered Plans:	• Considered Documents and Plans were submitted on Council on 18 September 2023. They include the following documents: • Proposed plans prepared by RotheLowman, Job No. 217122 Revision J • Urban Design Response, prepared by RotheLowman, dated September 2023 • Green Travel Plan prepared by Sustainable Development Consultants, dated September 2023 • Sustainability Management Plan prepared by Sustainable Development

	Consultants, dated September 2023 • Waste Management Plan prepared by Leigh Design, dated 7 September 2023 • Traffic Impact Assessment Report prepared by Ratio, dated 18 September 2023.
Proposal Details:	The application has two components, relating to the endorsed plans and the planning permit. <u>Planning Permit Amendments</u> • Changes to the planning permit preamble to reference 355 dwellings (previously 288 dwellings) • Condition 1 – reworded to include reference to plans received on 18 September 2023 in relation to Stage 10. • Condition 1 (c) reworded to create an exclusion for Apartment 3 E09) <u>Endorsed Plans Amendments</u> • Site plan updated to include provision of the Apartment Building/s • Corresponding floor plans for the Apartment Building/s • Corresponding elevations for the Apartment Building/s • Corresponding cross sections for the Apartment Building/s <u>Amended plans description:</u> The plans seek to remove a total of 19 dwellings and replace them with buildings that contain 6 and 4 storeys with a shared basement level. The total number of dwellings are increased to 354. The buildings are described as the West and East building. The storeys are labelled 00, 01, 02, 03, 04, 05 and 06. The references on the plans and elevations are replicated in this assessment for ease of assessment.
Site and Surrounds:	<u>Subject Site</u> The subject site is located on the western side of Duke Street and originally consisted of 5 lots which have since been subdivided into individual parcels for each of the dwellings that were recently constructed. The overall site is irregular in shape. It has a frontage of 510m to Duke Street on the west, frontage of 182m to Riverview Link on the north, sideage of 177m to the Duke St reserve on the southern boundary and frontage of 572m to the eastern boundary in proximity to the Maribyrnong River. The overall site has an area of 7.24 hectares. The land to which the amendments apply is referenced as Stage 10 within Stage 4 of the River Valley Estate. The location of the amendment works is shown within the blue outline on the site plan below:

	
	Note – north is to the right of the page for the site plan. <u>Surrounding Area</u> The surrounding area generally includes detached dwellings of double and triple storey form within a recently developed residential estate to the northern side of the site. To the south of the site, a Council reserve occupies a significant portion of land and includes a playground, walking paths and open space. Opposite the site (on the western side of Duke Street), a former quarry hole now forms a lake. To the east of the site is Crown land that abuts the Maribyrnong River. The land to the north and west are all within the Development Plan area known as the River Valley Estate.
No Notification:	The application is exempt from the Notice requirements of Section 52 of the Act, and the third party appeal provisions of Section 82 of the Act. These exemptions are created under the Development Plan Overlay which states at Clause 43.04-3: *If a development plan has been prepared to the satisfaction of the responsible authority, an application under any provision of this planning scheme is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act.* This means that Council cannot advertise the application and there are no appeal rights by third parties against Council's decision on the application.

Referrals:	Comments:
	
	Internal:
	
	Traffic
	Council's Traffic Engineers provided the following referral comments on the proposed amendments:
	
	• *The Traffic team does not support having on-street parking as the overflow for visitor/residential parking. Council in the past has received complaints from parking on both sides of the street and limited parking supply. Visitor parking should be accommodated on-site.*
	  - *Please note also that Council has been approached by residents from the nearby private roads for Council to undertake enforcement due to vehicles parking illegally and congesting the road due to limited on-street parking opportunities.*
	• *The traffic generation should be considered from the area, as a number of developments are being proposed in this area. It understood that a consultancy undertook a study not too long ago*
	• *The Traffic Report states that loading/unloading can occur on-street along Duke Street/Rivervalley Boulevard. This is not appropriate as Council may restrict parking along this section of Duke Street. Loading and unloading should be conducted within the site*
	  - *If Lorikeet Court is marked as a potential area for loading/unloading on-street, there should be some form of parking restriction to facilitate for this*
	
	Planning Officer response: Whilst it is acknowledged that ideally visitor parking should be within the site and not on the street, in this instance the roads are private roads and form part of the development site. Therefore any on-street parking within the overall development is considered visitor parking. The Planning Scheme sets out the required amount of resident and visitor parking spaces required and the current proposal complies with these requirements.
	
	In relation to concerns about loading and unloading on the street, it is noted that the majority of the Duke Street/Rivervalley Boulevard frontage does not provide for parking because of the intersection and traffic signals. Additionally, loading could not take place from Lorikeet Court due to the level differences between this road and the development, as outlined in the image below. The only direct pedestrian connection between the proposed dwellings and Lorikeet Court is via the stairs in the adjoining linear open space and it is unlikely delivery drivers will utilise these, particularly if carrying large items such as furniture.



There is however ability for smaller vehicles to unload within the car park area and utilise the lifts. Alternatively larger vehicles could potentially park in Riverview Link and take the goods to the dwellings via the walkway between the buildings.

Drainage

Council's Drainage Engineers provided the following referral comments on the proposed amendments:

No significant change drainage-wise so no objection to the amendments. Previous conditions apply as per current planning permit.

Urban Design

Council's Urban Designers provided the following referral comments on the proposed amendments (with a response from the Planning Officer following):

Layout and public realm interface



1. *The intersection between Surrey St and Duke St is an important node for the overall River Valley development and for the Neighbourhood Activity Centre (NAC). The proposed existing architecture provides a poor response to this node and needs a redesign to address this issue. The built form needs to extend to ensure a node is framed through a three storey built-form with appropriate façade design.*



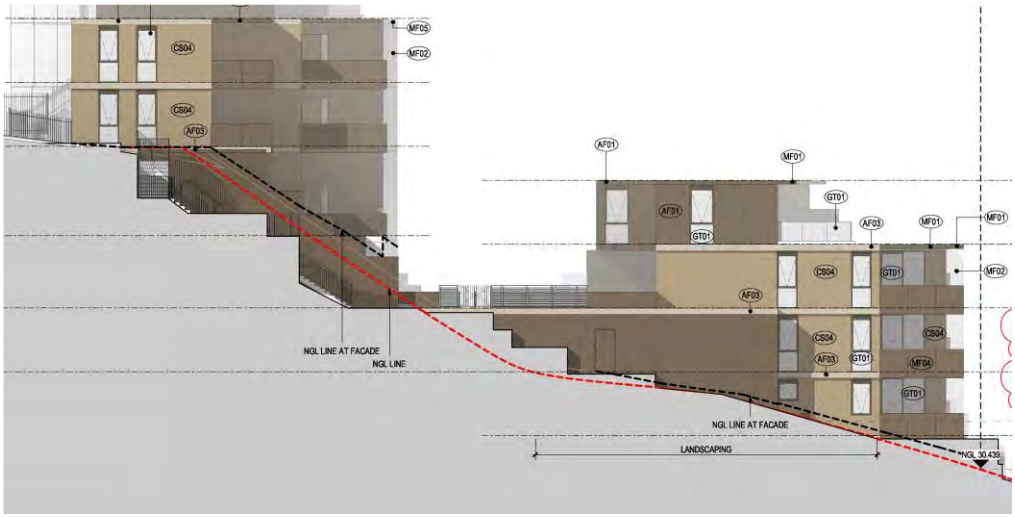
Planning Officer response: The proposed 2 and 3 storey component as viewed from Duke St is designed due to the slope of the site. The height cannot be increased due to requirements of the zone which only allow up to three storeys about natural ground level.

2. *The balconies and windows along this interface needs screening elements to ensure privacy and mitigation to vehicular lights since it is a signalised intersection. The current design has exposed balconies and needs a re-design.*

Planning Officer response: Partial screens to balconies for the apartments facing Duke St can be requested as a condition of approval (if the proposal is approved) to address the issue of light glare into the property from the road

3. *Provide a detailed elevation of the interface with the linear park and illustrate how the design responds to passive surveillance and CPTED issues through a plan.*

Planning Officer response: The south elevation provides a level of passive surveillance to the linear public space as shown on the elevations below. It is noted that there is a large communal outdoor area proposed within the development that overlooks this public space:



4. *Provide pedestrian access at this location since there is only one*

pedestrian link along the southern interface. Understand, it will be a staircase entrance.

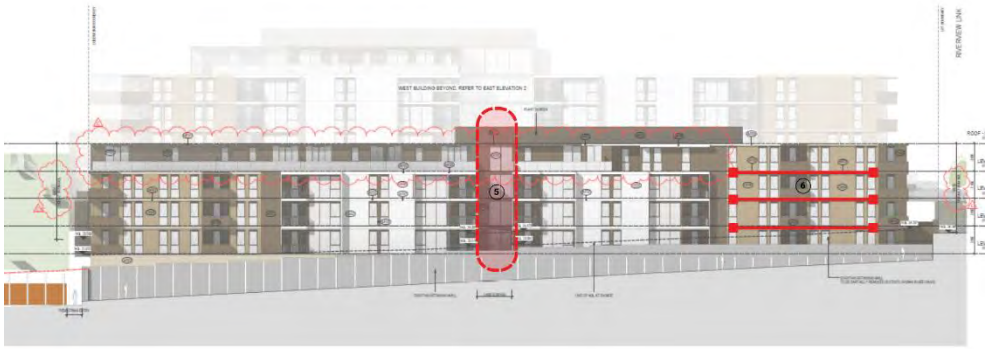
Planning Officer response: Refer slope of the land (south elevation) facing linear park. The pedestrian connection is provided from the south end of Level 02 (refer snip below):



The connection to the linear park is provided from the communal space. The proposed communal space is further connected with a wider open space proving a link to the shared user path adjacent to the river.

5. *Break the built form in the centre and ensure that there is no monotony in the façade design.*

Planning Officer response: There is a break in the centre which breaks the built form (refer to the plans provided below). A condition of permit should require access from the lobby into this space as a ground floor courtyard and for maintenance purposes.





6. *Provide details on the material palette for the horizontal banding. Explain how different it is to the existing three-storey apartment building within the development.*

Planning Officer response: The details related to material palette to the satisfaction of Council's Urban Design Department can be requested as

a condition on any amended permit, if issued.

Landscape

7. *To ensure trees in the courts and plaza grow and sustain to provide desired canopy cover and the stability of the trees, the sizes of planters at tree locations need to be larger (as Urban Forest suggested) than currently proposed. It is recommended planter size is 3.0m x 3.0m x1.2m high per tree, hence the planters need to be sized accordingly.*

   It's recommended that both sides have 3m planter for trees and remain 2.5m central walkway. Seats can be provided in between tree planters.



Planning Officer response: This matter was discussed with the applicant and can be resloved as a condition on any amended permit.

8. *The landscape at the open space should not change from what is seen in the concept plan to what gets developed in detail design to what actually gets constructed at site, as has happened at previous stages. As is evident at site, the outcome at the existing open spaces is very poor and there are potential health & safety concerns which may render these spaces unusable and undesirable.*



Planning Officer response: The slope of the land is an issue for the subject site. It is considered that a detailed landscape plan should be required to be provided to the satisfaction of Council's Urban Design Department as a condition on any amended permit, if issued.

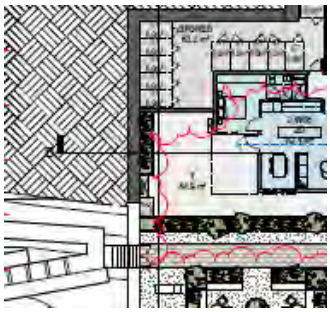
9. *The developer is proposing 26 street trees on the Council land. It needs to be the condition of the planning permit to ensure the number of street trees won't be affected by the latter facility arrangement. Existing light pole and other facilities should be shown on the plan as well.*



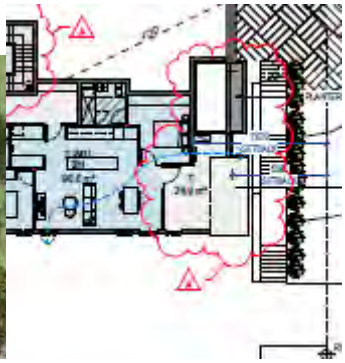
Planning Officer response: Genarlly Council takes care of planting within the nature strip but the developer has offered to plant trees within the nature strip on street frontages. This is considered appropriate given the scale of the development but a detailled survey is required to be provided in relation to the location of existing services/road infrastructure to determine the location and number of trees can be planted. This can form a condition of the amended permit. The condition should also detail the appropriateness of the location for tree planters given contextual features (refer to comments immediately below).

10. *Some locations may be not suitable for tree planters as it's surrounded by structure or has over head elements.*









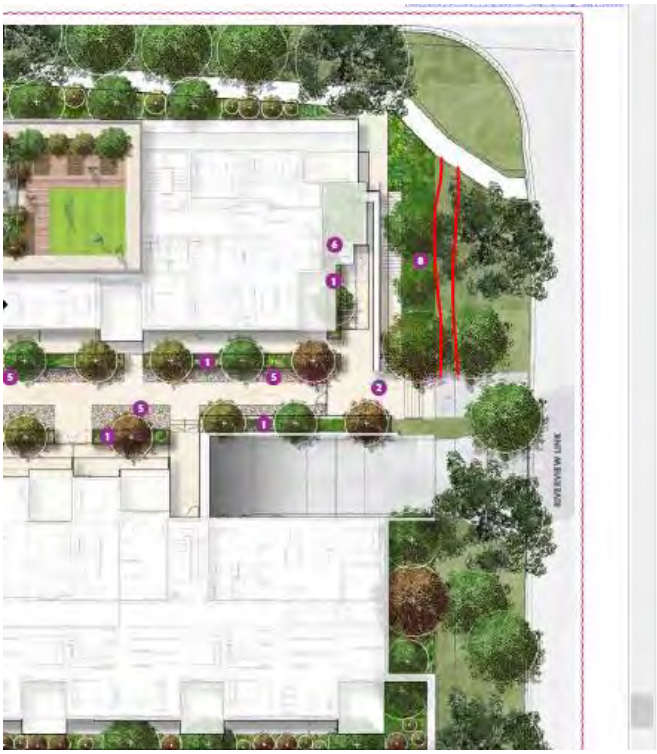
Planning Officer response: Agreed, however this matter can be resolved as part of detailed landscape plan.

11. *The BBQ area can have the open view to the creek side.*



Planning Officer response: This can be resolved as part of a detailed landscape plan package via condition of an amended permit.

12. *Pedestrian link is requested on the side road (Riverview Link) public land.*



Planning Officer response: One pedestrian link is provided within the subject site but given the scale of the development it is considered that a public path should also be provided along Riverview Link (public road reserve). It is also noted that there are few existing street trees – refer snip below:



The construction of this path can be conditioned on an amended permit as either on road or within the property boundary subject to a detailled investigation provided by the applicant in relation to:

- health of the existing trees.
- location of pedestrian path.

13. *Can the proposed substation be moved to the corner so that a wider entrance space to be provided? The current entrance and the stairs are hidden from the public realm and lack of passive surveillance. Safety concern is raised here.*



Planning Officer response: This matter was discussed with the applicant who consented to this requirement, subject to service authority requirements. It can form a condition on the amended permit.

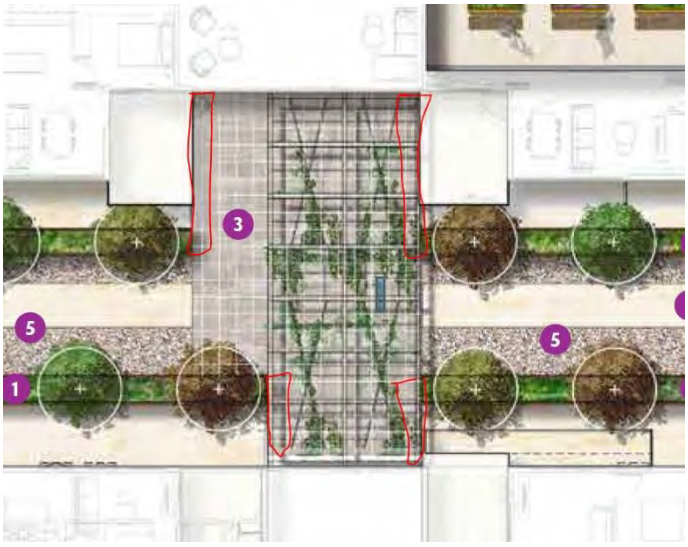
14. *There's a privacy concern here when people walk on the stair and may overlook into the private open space and private rooms*



Planning Officer response: This matter was discussed with the applicant who noted that this is a fire stair and does not require privacy protection.

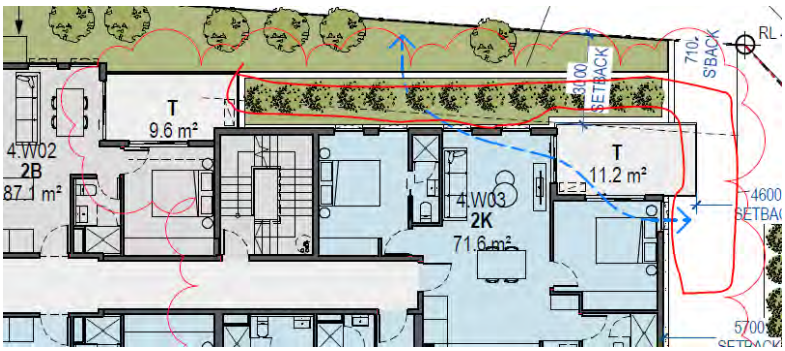
15. *Landscape buffer is required between the public access and private open space.*





Planning Officer response: This can be requested as a condition on any permit, if issued.

16. Landscape treatment is missing here on the level 2 landscape plan.



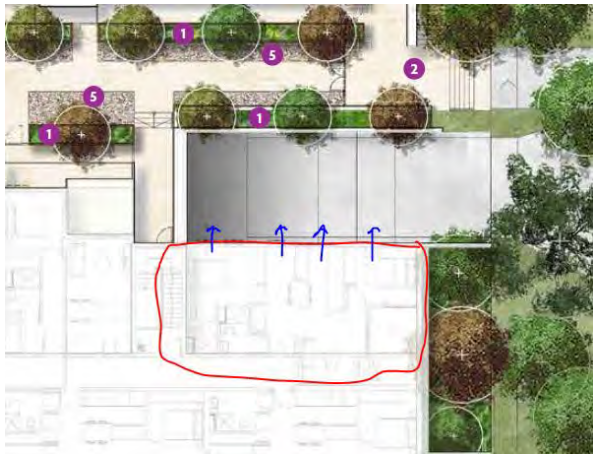
Planning Officer response A detailed Landscape Plan to reflect Level 2 landscaping can be requested on an amended permit.

17. The stair has a wrong landing here.



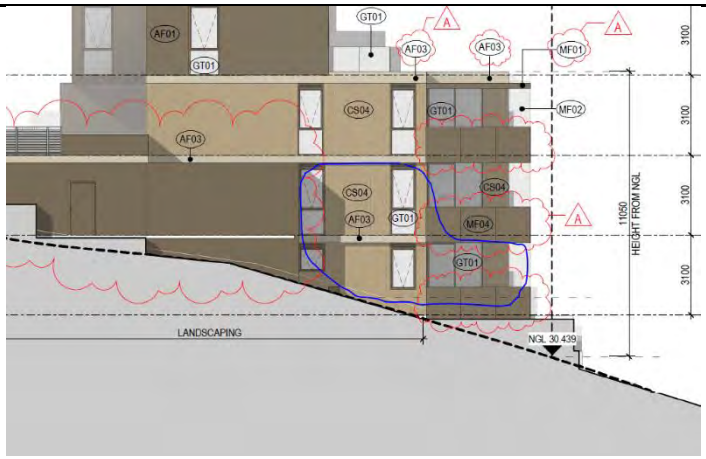
Planning Officer response: A correction is required on the plans and can be requested on an amended permit.

18. *The unit at this location doesn't have any landscape treatment outside their windows and will suffer all exhaust gas from the vehicles driving down to the carpark. It's unacceptable.*



Planning Officer response: The rear bedroom windows are protected with a roof below but the kitchen window may receive funes and noise from the car movements. It is therefore considered that some protection measures are required except for providing a fixed window. Consideration was given to the use of a green wall plantation along this wall to filter fumes whilst enabiling windows to provide filtered daylight access. Ventilation to the kitchen / meals area is required. This is required to be demonstrated by the applicant as part of conditions.

19. *Privacy concern is raised for these windows. People who use the BBQ area or the stair may overlook into those windows.*



Planning Officer response: The above windows require the following measures to ensure the privacy of the occupants:

- Level 00 – 2 Bedroom windows to be obscured and balcony screening to be raised up to 1.7m above the finished floor level.
- Level 01- 2 Bedroom windows to be obscured

These can be required as a condition of the amended permit.

20. *Level information is required for the BBQ and stair area. Currently it's difficult to understand the relationship between the outdoor space and the building's windows and accesses.*

Planning Officer response: This is required to be demonstrated in the detailed landscape package (condition of amended permit).

21. *Is there any pathway for the fire door?*



Planning Officer response: The pathway is required be notated on the plans as part of floor and landscape plan package (condition of amended permit).

22. *All fences types, forms, transparency rate and location should be shown on the landscape plan. The current fences on other completed stages are too industrial and lack of design.*

Planning Officer response: This will form part of the landscape package (condition of amended permit).

23. *Tree is planted on concrete area and both trees have sight issue at the crossover.*



Planning Officer response: This can be requested as a condition of the amended permit and to comply with Clause 52.06.

24. *Landscape elevations are required for each side because the site has a significant topography change and the design with the topography and the built form is the critical part of the landscape design.*

Planning Officer response: The above can be requested as a condition of the amended permit as part of the Landscape Package to the satisfaction of Urban Design Department.

Urban Forest Planning

25. *The development at 30A Riverview Link requires more deep soil open space and large and medium sized tree planting within stage 10. This could be obtained by;*
    - o *Reducing the front building setback from River Valley Boulevard to at minimum the same distance as the adjacent townhouses on Duke Street*
    - o *Creating a similar side building setback on Riverview Link as the adjacent townhouses on Private Road E.*
    - o *Splitting the two apartment buildings into four with a 10-15 metre pedestrian corridor to allow for deep soil open space planting of large tree species such as the indigenous Eucalyptus melliodora (Yellow Box).*

Planning Officer response – The application has already been through a number of iterations and the current proposal is the one that Council has to assess. The changes suggested above may be ideal, however they are currently not before Council and would not be able to be implemented as conditions of an amended permit.

26. *Page 36; Corymbia citrodora is not preferred as a council street tree. Please replace with Corymbia maculata 'ST1' Lowana.*

Planning Officer response – This can be altered as a condition of the amended permit.

27. *Page 34; 1 metre wide planters are not big enough for Tristaniopsis laurina trees (roof terrace trees level 06 page 32). Tristaniopsis laurina require a minimum of 6 m x 6 m planters for stability. The remaining trees listed for roof terrace level 06 (page 32) and courtyard garden level 02 (page 30) require a minimum of 3 m x 3 m planters for stability.*

Planning Officer response – This can be altered as a condition of the amended permit.

Environmentally Sustainable Development (ESD)

Council's ESD Officer provided the following suggested conditions relating to the proposed amendments:

Revise the drawings to provide the following to the satisfaction of the Responsible Authority:

The following should be detailed on the plans (floor, elevation, landscape and roof plans where possible):

(a) Indicate the thermal performance star rating, and the extent of double-glazing.

(b) Note all windows can be locked open.

(c) Provide a roof plan noting roof colour, approximate location of photovoltaic array (noting generation capacity), and space reserved to accommodate future additional photovoltaic arrays.

(d) Provide effective external shading from summer sun. Horizontal awnings/overhangs may be used on northern glazing where they have a minimum width of ¼ of height from underside of awning to the sill. Overhanging elements are inadequate to protect east and west glazing from low-angle summer sun unless they are either a pergola, or the glazing is in a 'high-light' window directly under the eaves. Dimension the projection of horizontal shading on plans, show the extent of vertical shading on elevations, and note shading is not to be roller-shutters. Provide protection for the following glazed doors and windows:

(i) North – all habitable rooms

(ii) West – all habitable rooms

(iii) East – glazing with a total area over 2m^2 in any living spaces

(e) Provide at least one openable sash per habitable room including in addition to any glazed door.

(f) Provide an openable window in the northern bedroom of Unit 2 W01 that opens to the private terrace.

(g) Provide daylight level for apartment living areas with a Daylight Factor of 1% for 90% of the floor area (including kitchens) within that apartment. Provide daylight contour modelling to evidence daylight levels, per the methodology set out in BESS Tool Notes for Indoor Environment Quality (http://bess.net.au/tool-notes/) for the following apartments: 2.W01, 2.E01, 2.E02, 2.E06, 2.E14, 2.E15, 2.E16, 3.E01, 3.E02, 4.W01, 4.W3, 4.W11, 4.W12, 4.W13, 5.W1, 5.W3, 5.W11, 5.W12, 5.W13,

(h) Provide glazed doors and adjacent nib walls in common corridors to allow the greatest penetration of daylight into corridors.

(i) Provide a communal terrace to Level 6 at the northern end of western building which:

(iv) is for the recreation of residents and readily accessible to them

	(v) *provides a combination of direct sun as well as full and partial shade* (vi) *provides access to northern, winter-warming sun with breeze-protection from the north-west* (vii) *includes landscaping which a reasonable proportion of which is a productive garden for resident use.* *(j) Indicate a retractable or fixed clotheslines (not rack) per dwelling that has a minimum width and height above ground to hang bed linen.* *(k) Provide an area dedicated for hard waste adjacent other waste storage which is accessible and visible to residents to increase the opportunity for on-site reuse of discarded household items.* *(l) Provide approximately 20% of resident bicycle parks horizontal, and at grade so no lifting is required.* *(m) Provide an electric outlet at each bay of resident bicycle parking for charging electrical bicycles.* *(n) Provide movement operated lighting to illuminate visitor bicycle parking area.* *(o) Provide infrastructure for electric vehicle charging:* (viii) *Provide infrastructure for of all resident car parking bays, with sufficient electrical load capacity and load management system (per that described for Class 2 in NCC 2022, J9D4: Facilities for Electric Vehicle Charging Equipment)* (ix) *Provide charging points for a minimum of 5 shared parking bays which can be accessed by all residents.* *(p) Provide a WSUD Plan in the main drawing set:* (x) *Indicate the treated and non-treated portion of all catchments and the area of each.* (xi) *Indicate treatment devices and annotate with a description (e.g. raingarden area and detention depth, tank capacity and reuse connections) per the WSUD modelling.* (xii) *Indicate the portion of paving to be treated by each treatment devices and show indicative falls to it.* *SMP* *Amend the SMP to provide the following to the satisfaction of the responsible authority:* *(q) Revise the text to remove reference to initiatives that are not proposed, relate to compliance with building regulation (except the NatHERS rating), or business as usual design and construction.* *(r) Provide a 7 star minimum average NatHERS ratings, with 6.5 minimum for any dwelling.* *(s) Provide double-glazing to all glazed doors and windows in habitable rooms.* *(t) Best practice in stormwater management is to be demonstrated with a revised stormwater strategy that:* (xiii) *optimises rainwater capture for on-site non-potable uses for all roofs (e.g. all toilets, washing machine cold taps, irrigation, bin wash-down)* (xiv) *design rainwater tank capacity to accommodate rainwater, with*

additional capacity to store fire-test water

(xv) *utilise bio-filtration for any additional treatment needed (i.e. no proprietary treatment devices).*

(xvi) *demonstrate best practice by modelling in STORM or MUSIC per Melbourne Water guidelines*

(xvii) *If MUSIC is used provide a written report and an electronic model in 'sqr.' format.*

(xviii) *Provide a typical detail for raingardens which includes a description of soil/filter media, drainage connection, lining to prevent infiltration, appropriate species and density, minimum detention depth, anti-scouring measures, etc.*

(xix) *Provide a simple table committing to a maintenance regime for treatment devices to ensure its on-going effectiveness. Include inspection frequency, cleanout procedures, and remediation requirements at a minimum.*

(xx) *Provide detail of, or reference to an appropriate erosion and sediment control measures to be employed during construction.*

(u) Include a full copy of the published BESS report within the SMP after revision to include:

(xxi) *Provide a detailed outline of the Builder Users Guide to be provided to enhance the sustainability of the building's use and maintenance per the guidance provided in the BESS Tool Notes*

(xxii) *Use 4 star in BESS to represent the average energy rating of heat pump space heating/cooling units even though the best practice non-zoned ratings might be higher for some units*

(xxiii) *Change the domestic hot water input to note centralised plant.*

(v) Changes triggered by other conditions.

STAND ALONE CONDITION (NOT CONDITION 1)

The performance of any Water Sensitive Urban Design (WSUD) device must be monitored and maintained such that it continues to meet Best Practice standards. In the event that the device fails to meet Best Practice standards it must be repaired or replaced with an alternate at the cost of the owner/operator to the satisfaction of the Responsible Authority.

Planning Officer response: The above proposed conditions should be generally included on an amended permit, if one is to issue, although some of them require rewording to make it clearer what is sought or to phrase them like permit conditions. Some of the proposed changes are not considered appropriate and should be either removed or altered, but the majority of them are in line with Council's expectations, particularly for a larger development.

Conditions that can't be included are those to do with stormwater management and treatment. As is explained later, the original permit application was received before Clause 53.18 was introduced into the Planning Scheme and therefore this clause does not apply to the existing permit or any further amendments to it.

	External: <u>Department of Transport</u> A response of no objection was received.
Planning Scheme Requirements:	Planning Policy Framework Clause 11 – Settlement Clause 12 – Environmental and Landscape Values Clause 14 – Natural Resource Management (Water Conservation) Clause 15 – Built Environment and Heritage Clause 16 – Housing Clause 18 - Transport Local Planning Policy Framework Clause 21 – Municipal Strategic Statement Clause 21.06 – Built Environment Clause 21.07 – Housing Clause 21.07-1 - Residential Growth Clause 21.07-2 – Housing Diversity Clause 21.07-3 – Residential Design Clause 21.10 – Transport and Infrastructure Clause 22.02 – Environmentally Sustainable Development (ESD) Zoning Provisions Clause 32.08 – General Residential Zone (Schedule 1) Overlay Provisions Clause 43.02 – Design and Development Plan Overlay Schedule 1 Clause 43.04 – Development Plan Overlay Schedule 3 Clause 45.06 – Development Contributions Plan Overlay Schedule 2 Particular Provisions Clause 52.06 – Car Parking Clause 53.18 – Stormwater Management in Urban Development Clause 53.23 – Significant Residential Development with Affordable Housing Clause 58 – Apartment Buildings General Provisions Clause 65 – Decision Guidelines Clause 66 – Referrals Operational Provisions Clause 73.03 – General Terms
Comparison against Planning Controls:	Planning Policy Framework <u>Clause 11.01.1S: Settlement</u> • *Develop compact urban areas that are based around existing or planned activity centres to maximise accessibility to facilities and services.* <u>Clause 11.03-1S: Activity Centres</u> • *Encourage a diversity of housing types at higher densities in and around activity centres.* <u>Clause 15.01-1S: Urban Design</u>

	• *Ensure that development provides landscaping that supports the amenity, attractiveness and safety of the public realm.* Clause 15.01-2S: Building Design Objective *To achieve building design and siting outcomes that contribute positively to the local context, enhance the public realm and support environmentally sustainable development.* Strategies *Ensure a comprehensive site analysis forms the starting point of the design process and provides the basis for the consideration of height, scale, massing and energy performance of new development.* *Ensure development responds and contributes to the strategic and cultural context of its location.* *Minimise the detrimental impact of development on neighbouring properties, the public realm and the natural environment.* *Improve the energy performance of buildings through siting and design measures that encourage:* • *Passive design responses that minimise the need for heating, cooling and lighting.* • *On-site renewable energy generation and storage technology.* • *Use of low embodied energy materials.* *Restrict the provision of reticulated natural gas in new dwelling development.* *Ensure the layout and design of development supports resource recovery, including separation, storage and collection of waste, mixed recycling, glass, organics and e-waste.* *Encourage use of recycled and reusable materials in building construction and undertake adaptive reuse of buildings, where practical.* *Encourage water efficiency and the use of rainwater, stormwater and recycled water.* *Minimise stormwater discharge through site layout and landscaping measures that support on-site infiltration and stormwater reuse.* *Ensure the form, scale, and appearance of development enhances the function and amenity of the public realm.* *Ensure buildings and their interface with the public realm support personal safety, perceptions of safety and property security.* *Ensure development is designed to protect and enhance valued landmarks, views and vistas.* *Ensure development considers and responds to transport movement networks and provides safe access and egress for pedestrians, cyclists and vehicles.* *Encourage development to retain existing vegetation.*

Ensure development provides landscaping that responds to its site context, enhances the built form, creates safe and attractive spaces and supports cooling and greening of urban areas.

Clause 16.01-1S: Housing Supply

Objective

To facilitate well-located, integrated and diverse housing that meets community needs.

Strategies

Ensure that an appropriate quantity, quality and type of housing is provided, including aged care facilities and other housing suitable for older people, supported accommodation for people with disability, rooming houses, student accommodation and social housing.

Increase the proportion of housing in designated locations in established urban areas (including under-utilised urban land) and reduce the share of new dwellings in greenfield, fringe and dispersed development areas.

Encourage higher density housing development on sites that are well located in relation to jobs, services and public transport.

Identify opportunities for increased residential densities to help consolidate urban areas.

Facilitate diverse housing that offers choice and meets changing household needs by widening housing diversity through a mix of housing types.

Encourage the development of well-designed housing that:

- *Provides a high level of internal and external amenity.*
- *Incorporates universal design and adaptable internal dwelling design.*

Support opportunities for a range of income groups to choose housing in well-serviced locations.

Plan for growth areas to provide for a mix of housing types through a variety of lot sizes, including higher housing densities in and around activity centres.

The amendments have been assessed against the Planning Policy Framework and it is considered that the proposed amendments are consistent with relevant policies contained within this section of the Brimbank Planning Scheme. Further detail against specific provisions is provided later in this report.

Local Planning Policy Framework

Clause 21.02: Key Land Use Issues:
Housing:

Housing within Brimbank is expected to increase from approximately 61,411 dwellings in 2006 to 72,570 dwellings in 2026, with the average household size falling from 2.94 to 2.77 residents per household.

There are no greenfield development sites remaining within Brimbank and

it is expected that population growth will be contained within infill medium and higher density developments, in activity centres, the General Residential Zone and Residential Growth Zone.

Clause 21.04: Strategic Land Use Vision:

Housing: develop high quality well-designed neighbourhoods that will meet a diversity of housing needs, increase residential density in activity centres and the Residential Growth Zone while support the development of non-residential uses that provide a service to the community.

The amendments have been assessed against the Local Planning Policy Framework and it is considered that the proposed amendments are consistent with relevant policies contained within this section of the Brimbank Planning Scheme.

Zoning and Overlay Provisions

Clause 32.08 – General Residential Zone

Purpose:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

The purpose of the zone (as listed above) is considered throughout this report in assessing the amended changes.

Clause 32.08-1 – Neighbourhood Character Objectives

This clause states that the Schedule must contain neighbourhood character objectives to be achieved for the area, however no objectives are currently included in the Schedule.

Clause 32.08-4 – Construction or extension of a dwelling or residential building

This clause was introduced into the planning scheme on 27 March 2017 via VC110 and specifies the following requirements:

Minimum garden area requirement
An application to construct or extend a dwelling or residential building on a lot, must provide the minimum garden area at ground level as set out in the following table:

Lot size	Minimum percentage of a lot set aside as garden area
400 - 500 square metres	25%
501 - 650 square metres	30%
Above 650 square metres	35%

The River Valley Estate has an approved Development Plan which indicates that this area will be developed with housing so it could be argued that the garden area requirements do not apply to this site. However for the avoidance of doubt, the overall subject site (i.e. Stage 4 of River Valley that is covered by Planning Permit P699/2017) achieves a garden area of 35% across the entire development site, therefore complying with the requirements outlined in the Planning Scheme.

Clause 32.08-11 - Maximum building height requirement for a dwelling, small second dwelling or residential building

This provision came into effect on 27 March 2017 and was created by Amendment VC110. It states (underlining emphasis added):

A building must not be constructed for use as a dwelling, small second dwelling or a residential building that:

- *exceeds the maximum building height specified in a schedule to this zone; or*
- *contains more than the maximum number of storeys specified in a schedule to this zone.*

If no maximum building height or maximum number of storeys is specified in a schedule to this zone:

- *the building height must not exceed 11 metres; and*
- *the building must contain no more than 3 storeys at any point.*

A building may exceed the maximum building height by up to 1 metre if the slope of the natural ground level, measured at any cross section of the site of the building wider than 8 metres, is greater than 2.5 degrees.

A basement is not a storey for the purposes of calculating the number of storeys contained in a building.

Planning Officer comment:
The Schedule to the zone does not specify a maximum building height restriction so the maximum overall height of 11m and 3 storeys about ground level applies to this application. However due to the slope of the land being greater than 2.5 degrees, a 1m height increase (total 12m maximum height) is applicable. The 3-storey height limit remains unchanged. Therefore, the height restrictions that apply to this development are:

- 12m maximum building height
- 3 storeys at any point, which excludes land that falls within the definition of a basement.

A basement is defined in the Planning Scheme as:

> *A storey below ground level, or that projects no more than 1.2 metres above ground level.*

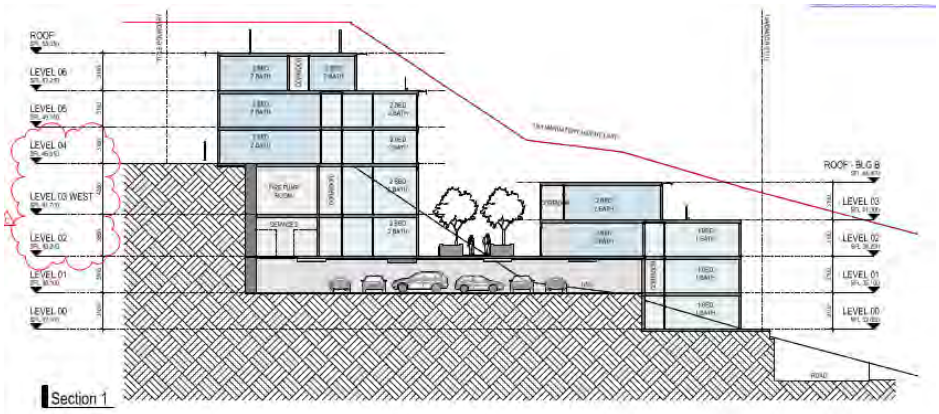
There has been extensive discussion regarding building heights and storey limits between Council officers and the applicant.

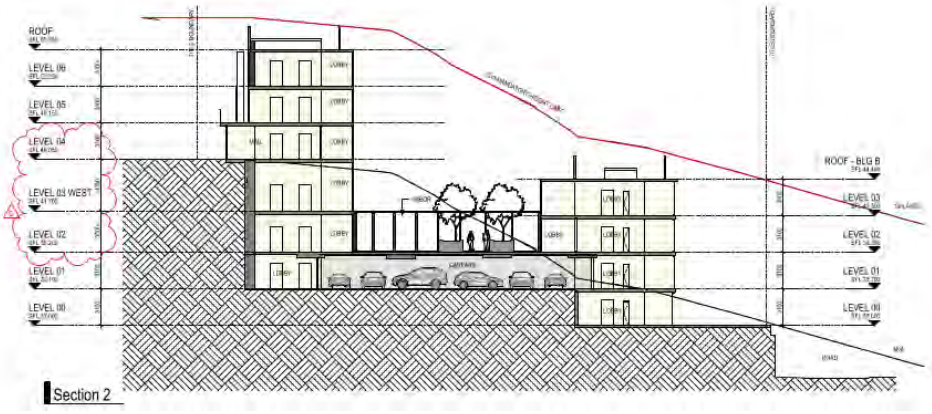
The agreed position regarding these matters is:

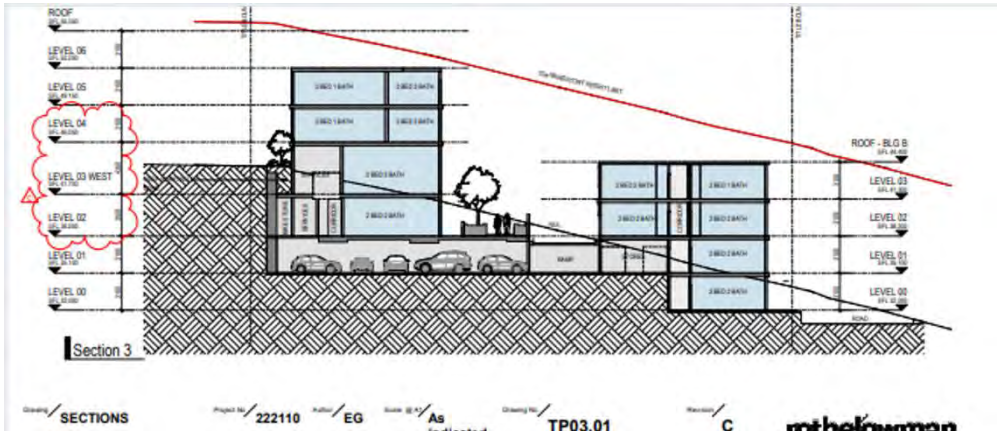
- A 12m overall building height is permitted, and any height above this is prohibited.
- The number of storeys is limited to 3 storeys at any point above ground level, and excludes basement levels.
- The following levels of the buildings are defined as basements:
    - Level 00 of the eastern building
    - Levels 01 and 02 of the western building.

This conclusion relies on the assessment of the wall heights shown above natural ground level on plan TP3.01 cross section extracts below:

Western building Eastern building







Officers have reviewed this matter in detail to ensure that there is no breach of the height requirements. The proposed apartment buildings have been found to meet the building height parameters of the General Residential Zone in relation to building height and number of storeys. The building height is no greater than 12m at any point above the natural ground level, shown by the black line on the cross section above and demonstrated on 3D models submitted by the applicant.

Additionally the building is no more than three storeys in height at any point given that the levels below natural ground level fall within the definition of a "basement". So, while the western building presents a total of 5 levels and the eastern building presents a total of 4 levels, there are no more than 3 storeys of building height under 12m measured above natural ground level as per the Planning Scheme definitions.

Clause 32.08-12 - Decision Guidelines
The relevant decision guidelines within the General Residential Zone state:

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

General

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The purpose of this zone.*
- *The objectives set out in a schedule to this zone.*
- *Any other decision guidelines specified in a schedule to this zone.*
- *For the construction and extension of two or more dwellings on a lot, dwellings on common property and residential buildings, the objectives, standards and decision guidelines of Clause 55.*

In addition to the above, the following decision guidelines are stipulated within the Schedule to the zone:

- *Whether the development provides for an appropriate transition in built form, scale and height to the adjoining Neighbourhood Residential Zone or Residential Growth Zone.*
- *The extent to which the proposed building or works assists in respecting and enhancing the character of the area.*
- *The extent to which the proposed buildings or works retain existing canopy trees and create new opportunities for landscaping and adequate space for canopy tree planting.*
- *The extent to which the proposed built form reflects prevailing side setbacks, where applicable.*
- *The layout and appearance of areas set aside for car parking, access and egress and the location of any proposed off-street car parking.*
- *Whether garages and carports are located behind the façade of the proposed development.*
- *Whether a variation to the requirements of part 2.0 would result in a loss of on or offsite amenity.*

The proposed amendments are considered to comply with the decision guidelines of the zone. The style of the development is contemporary which if reflective of existing development in this area. The scale is

tempered by the slope of the land and the fact that much of the built form falls below the natural ground level, as well as the well-articulated design. There are currently no canopy trees on this site however it is proposed to include new street trees as well as planting within the development which will complement the area.

It is noted that no 'design objectives' have been included in the schedule to the zone at this time.

Clause 45.06 - Development Contributions Plan Overlay Schedule 2

The purpose of the Development Contributions Plan (DCP) Overlay is:

- *To identify areas which require the preparation of a development contributions plan for the purpose of levying contributions for the provision of works, services and facilities before development can commence.*

Schedule 2 to the Development Contributions Plan Overlay, was gazetted and introduced into the Brimbank Planning Scheme on 25 January 2018. It applies to all new development within the City of Brimbank (19 Charge Areas) except in relation to the Sunshine Activity Centre which is located within Schedule 1 of the Development Contributions Plan Overlay.

The site is located within a specified charge area as detailed at Clause 1 of the Schedule. A condition is already contained on Planning Permit P699/2017 requiring the payment of a DCP. No changes are required to the existing condition.

The amendments have been assessed against the relevant zoning and overlay provisions and it is considered that the proposed amendments are consistent with the purpose of the zoning and overlay controls contained within the Brimbank Planning Scheme.

General Provisions

Clause 65.01 requires that before deciding on an application or approval of a plan, the Responsible Authority must consider, as appropriate:

- *The matters set out in section 60 of the Act.*
- *Any significant effects the environment, including the contamination of land, may have on the use or development.*
- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The purpose of the zone, overlay or other provision.*
- *Any matter required to be considered in the zone, overlay or other provision.*
- *The orderly planning of the area.*
- *The effect on the environment, human health and amenity of the area.*
- *The proximity of the land to any public land.*
- *Factors likely to cause or contribute to land degradation, salinity or reduce water quality.*
- *Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.*

- *The extent and character of native vegetation and the likelihood of its destruction.*
- *Whether native vegetation is to be or can be protected, planted or allowed to regenerate.*
- *The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.*
- *The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.*
- *The impact the use or development will have on the current and future development and operation of the transport system.*

The relevant matters set out in s60 of the Act are:

(1) Before deciding on an application, the responsible authority must consider—

(a) the relevant planning scheme; and

(b) the objectives of planning in Victoria; and

(c) all objections and other submissions which it has received and which have not been withdrawn; and

(d) any decision and comments of a referral authority which it has received; and

(e) any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development; and

(f) any significant social effects and economic effects which the responsible authority considers the use or development may have.

(1B) For the purposes of subsection (1)(f), the responsible authority must (where appropriate) have regard to the number of objectors in considering whether the use or development may have a significant social effect.

The application has been assessed against the Decision Guidelines, in particular Clause 65.01 (Approval of an Application or Plan) of the Planning Scheme and section 60(1) and (1B) of the Act, and it is considered that the proposed development meets the relevant decision guidelines contained within this section of the Brimbank Planning Scheme, subject to certain conditions being included on any planning permit issued (these conditions are outlined throughout this report).

Particular Provisions
Clause 52.06 – Car Parking

Clause 52.06 sets out the following requirements for car parking on site:

- 1 car space to each 1 or 2 bedroom dwelling;
- 2 spaces to each 3 or more bedroom dwelling;
- 1 visitor's space to every 5 dwellings (for developments of 5 or more dwellings), unless the land is located within the Principal Public Transport

Network Area (PPTN), then no visitor space required.

The site is not within the PPTN so visitor parking is required.

Car parking demand for the two apartment buildings is calculated as follows:

The plans show the following details in relation to the size of the dwellings:

- Level 00: 7 x 2 bedrooms dwelling and 1 x 1 bedroom dwelling. (8 spaces)
- Level 01: 7 x 2 bedrooms dwelling and 1 x 1 bedroom dwelling. (8 spaces)
- Level 02: 19 X 2 bedrooms and 2 x 1 bedroom dwelling.(21 spaces)
- Level 03: 15 x 2 bedroom dwellings, 2 x 1 bedroom dwelling and 1 x 3 bedrooms dwelling.(19 spaces)
- Level 04: 13 x 2 bedroom dwellings. (13 spaces)
- Level 05: 13 x 2 bedroom dwellings. (13 spaces)
- Level 06: 4 x 2 bedroom dwellings (4 spaces)

Total parking for the dwellings = 86 spaces

Total of 6 dwellings with 1 bedroom, 78 dwellings with 2 bedrooms and 1 dwelling with 3 bedrooms = 85 dwellings

Car Parking requirements:

Type	No. of dwellings	Parking rate	Total car parking required for residents & visitors
1 bedroom	6	1 per dwelling	6
2 bedroom	78	1 per dwelling	78
3 bedroom	1	2 per dwelling	2
Visitor parking	85	1 per 5 dwellings	17
			103 spaces

Therefore the proposed development requires 103 car spaces. The proposal provides 99 car spaces within a basement car park which is accessible from each building. The car parking spaces are allocated as follows:

- 90 car spaces for residents, with tandem car spaces to be allocated to a single occupancy (note – this is 4 spaces more than required to be allocated to residents)
- 9 car spaces for visitors (with 8 indicated as visitor parking on the basement plan) (note – this is a shortfall of 8 visitor spaces).

The 8 car space shortfall proposed for visitors is to be provided in the form of on-street visitor car parking on the private roads located within the wider area of Stage 4, where the current provision of 86 visitor car spaces exceeds the car parking requirement for visitors by 13 spaces. The use of 8 of these spaces will bring the excess visitor parking spaces provided to 5 spaces.

Further comments regarding the car parking design are provided under Standard D9 – Safety, where it is recommended that a second east-west connector access within the basement car park is created to improve general circulation within the car park, and to create forward-only movements for the waste collection vehicles. This would result in the loss

of 4 resident parking spaces within the basement (spaces 24, 25, 68 and 69) however it is suggested that four of the visitor parking spaces are then nominated as resident spaces, reducing the visitor parking within the basement to 5 spaces instead of 9.

The 4 visitor spaces that are removed from the basement could then be accommodated within the wider development, meaning that the existing visitor parking provision of 86 spaces would now be in excess by one space over and above the Planning Scheme requirements.

In relation to the basement car park, the following design features of the proposal are noted:

- Vehicle access to the car park will be via a double width accessway connecting to Riverview Link.
- The entrance to the car park will be secured by a roller door.
- The design of the car park will allow for two-way vehicle movements within each accessway, with the two north-south accessways to be connected by a double width east-west accessway.
- Car spaces will be designated to each apartment, or as visitor spaces.
- Communal visitor car spaces will be positioned towards the entry.
- The car park will be accessible to each building via a lift or stairs positioned within a communal hallway. A total of four access points are provided. Two centrally positioned lifts are provided to the eastern building however there are no stairs provided to the eastern building. The western building is provided with one centrally positioned lift and two sets of stairs located at each end of the car park.
- Car spaces 74-78 are provided with Electric Vehicle charging facilities.
- The 2.9m wide car spaces are provided in conjunction with a 5.8m wide accessway, with all support columns located outside the clearance area for doors.
- Each aisle is provided with an extended width to provide a reversing area to ensure all vehicles exit the site in a forward direction.
- Car space 1 requires the driver to reverse into the car space, to provide improved visibility when exiting the basement.
- A dome mirror positioned on the roof adjacent to the entry will provide improved surveillance for drivers.

In addition to the provision of car parking facilities, the basement provides bin storage facilities and will be the location for waste collection.

Comments provided under Standard D9 of the Clause 58 assessment require some additional measures to be provided in relation to pedestrian and driver safety measures (as outlined later in this report).

<u>Clause 53.18 – Stormwater Management in Urban Development</u>
This provision states that it does not apply to the following applications (with underlining emphasis added):

- *An application for an amendment of a permit under section 72 of the Act, if the <u>original</u> permit application was lodged before the approval date of Amendment VC154.*

	The approval date of Amendment VC154 was 26 October 2018. The original application was lodged on 12 October 2017 which was prior to the Amendment date, therefore this clause does not apply to the current permit or any further amendments under the permit.

Clause 58 – Apartment Development Guidelines

Clause 58 sets out "objectives" for a number of design components. All "objectives" must be met. "Standards" are also included and these should be met unless it is demonstrated that compliance with the objectives has been achieved.

Below is an assessment against the standards of Clause 58.

D1	Urban Context *Objective:* *To ensure that the design responds to the existing urban context or contributes to the preferred future development of the area.* *To ensure that development responds to the features of the site and the surrounding area.*	*Standard* *The design response must be appropriate to the urban context and the site.* *The proposed design must respect the existing or preferred urban context and respond to the features of the site.*

Assessment

The application is accompanied by documents that meet the urban context requirements.

Complies

D2	Residential Policy *Objective:* *To ensure that residential development is provided in accordance with any policy for housing in the Municipal Planning Strategy and the Planning Policy Framework.* *To support higher density residential development where development can take advantage of public and community infrastructure and services.*	*Standard* *An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the development is consistent with any relevant policy for housing in the Municipal Planning Strategy and the Planning Policy Framework.*

Assessment The application is accompanied by a written statement that meets the Planning Scheme policy requirements. Complies		
D3	Dwelling diversity *Objective:* *To encourage a range of dwelling sizes and types in developments of ten or more dwellings.*	*Standard* *Developments of ten or more dwellings should provide a range of dwelling sizes and types, including dwellings with a different number of bedrooms.*
Assessment The provision of one, two and three bedroom apartments to replace three and four bedroom dwellings will increase the diversity of housing variety and stock provided in this locality and within the municipality. It is noted that the majority of the 200+ townhouses currently constructed within this development contain three or more bedrooms and although most of the existing 32 apartments contain one or two bedrooms, providing more options for smaller dwellings such as those proposed within this amendment will improve housing choice and affordability. Complies		
D4	Infrastructure *Objective:* *To ensure development is provided with appropriate utility services and infrastructure.* *To ensure development does not unreasonably overload the capacity of utility services and infrastructure.*	*Standard:* *Development should be connected to reticulated services, including reticulated sewerage, drainage and electricity, if available.* *Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.* *In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure.*
Assessment The site is capable of being connected to all physical infrastructure services. Complies		
D5	Integration with the street *Objective:* *To integrate the layout of development with the street.* *To support development that activates street frontage*	*Standard:* *Development should be oriented to front existing and proposed streets.* *Along street frontage, development should:* • *Incorporate pedestrian entries, windows, balconies or other active spaces.* • *Limit blank walls.* • *Limit high front fencing, unless consistent with the existing urban context.* • *Provide low and visually permeable front fences, where proposed.* • *Conceal car parking and internal waste*

		collection areas from the street. *Development next to existing public open space should be designed to complement the open space and facilitate passive surveillance.*

Assessment

The front (west) elevation of the western building has an outlook onto Duke Street. This building will create two or three levels of active frontages facing Duke Street, containing terraces and habitable room windows to bedrooms and living areas that overlook the street, as well as pedestrian paths providing direct access to the entries of a number of apartments located on the western side of Level 04, or to the communal entry.

The eastern elevation of the eastern building will provide views and surveillance towards the Maribyrnong River and the internal roads within the development, although it won't provide direct access to the dwellings within this building from the east given the level difference between the site and the Lorikeet Court roadway.

The apartment buildings will replace the approval for five detached buildings which contained pedestrian access to Duke Street and rear access to the internal road. Boundary fencing to Duke Street will consist of sections of transparent palisade fencing that will vary between 1.2m and 2m in height with varied setbacks from the site boundary. This will delineate private open spaces while maintaining views into the front setback of the development.

The vehicle access to the site from Riverview Link to the north is to be retained, and will be the only vehicle access to the basement car park that will service both apartment blocks as well as providing access for waste collection vehicles.

The visual impact of the internal / central streetscape between the buildings will no longer be that of a road pavement dominated by garages located on each side, but will instead be an open space pedestrian promenade containing planter boxes and an access path, with dwellings fronting onto it. In the currently-approved townhouse development for this part of the site, each dwelling to the western side of the internal access street was to be provided with a double width crossover (x5) and each dwelling on the eastern side of the street was to be provided with a single width crossover (x14). The proposed pedestrian promenade is a significant improvement on this.

The proposed interface will form the outlook from the habitable room windows of ground floor apartments located on the east elevation of the Western building and the apartments located at the uppermost level of the west elevation of the Eastern building.

The provision of a basement car park with a double width accessway positioned on the northern side of the building will ensure that car parking facilities will be visually recessive. This outcome is a result of the basement location of this facility, and its associated downward ramp to the entry / exit to the adjoining road.

The eastern elevation of the development appears like the front elevation of the Eastern building, with three levels of active frontages containing terraces, habitable room windows to bedrooms and living areas, the communal open space at Level 03 and the entry to the communal lobby. A condition of the amended permit should require an access to the lobby on the east elevation, acknowledging that the site has no legal access to the adjoining road so the access will lead out only onto a private courtyard.

The amendment is considered to create more active elevations to the front and rear of each building, which provide an outlook onto the adjoining streets and the central pedestrian promenade corridor. The western side elevations will create a combination of terraces and blank walls of limited depths. Internally positioned dwellings have a single aspect facing east or west, with the eastern aspects being onto the Maribyrnong River and surrounds. The dwellings located at the end of the buildings have a dual aspect which provides an outlook onto the corner terraces.

Overall the proposal is considered to be well-designed and of high quality.

Complies

D6	Energy Efficiency Objective • *To achieve and protect energy efficient dwellings and buildings.* • *To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.* • *To ensure dwellings achieve adequate thermal efficiency.*	Standard *Buildings should be:* • *Oriented to make appropriate use of solar energy.* • *Sited and designed to ensure that the energy efficiency of existing dwellings or small second dwellings on adjoining lots is not unreasonably reduced.* *Living areas and private open space should be located on the north side of the development, if practicable.* *Developments should be designed so that solar access to north-facing windows is optimised.* *Dwellings located in a climate zone identified in Table D1 should not exceed the maximum NatHERS annual cooling load specified in the table.*

Assessment

The proposal has given due consideration to the orientation of the lot and provides an appropriate layout to make reasonable use of solar energy to the individual apartments which is combined with the siting of dwellings to make the most of views towards the Maribyrnong River.

The living room of every apartment is provided with an external window for maximum access to daylight and ventilation. The majority of bedroom windows abut a terrace which enables a window of increased surface area to be provided. While the bedroom windows are covered and partially enclosed, the design will ensure the bedrooms are provided with an appropriate level of access to daylight (subject to some conditions). This aspect of the development creates a high level of amenity in relation to access to daylight and ventilation for future occupants.

The proposal meets the NatHERS maximum cooling load identified in table D1 under Standard D6.

Minor changes are sought by Council's ESD Officer as previously detailed in the report under the referral comments, and for the most part these are included in the proposed conditions of the amended permit.

Complies

D7	Communal Open Space Objective • *To ensure that communal open space is accessible, practical, attractive, easily maintained and integrated with the layout of the development.*	Standard *Developments with 40 or more dwellings should provide a minimum area of communal open space of 2.5 square metres per dwelling or 250 square metres, whichever is lesser.* *Communal open space should:* • *Be located to:* o *Provide passive surveillance opportunities, where appropriate.* o *Provide outlook for as many dwellings as practicable.* o *Avoid overlooking into habitable rooms and private open space of newdwellings.* o *Minimise noise impacts to new and existing dwellings.* • *Be designed to protect any natural features on*

		the site. • *Maximise landscaping opportunities.* • *Be accessible, useable and capable of efficient management*

Assessment

The development requires the provision of 250sqm of communal open space. The proposal provides outdoor communal terraces for tenants located on the south-western corner of Level 02. The terraces have an external area of 258sqm and the smaller internal areas have areas of 21sqm, having a total area of 279sqm.

The proposal easily meets the requirements of the Planning Scheme, and the facilities will provide a larger usable area of outdoor open space for future occupants and their visitors. Planter boxes will provide visual screens between the private and communal terraces.

Complies

D8	Solar access to communal outdoor open space Objective • *To allow solar access into communal outdoor open space.*	Standard • *The communal outdoor open space should be located on the north side of a building, if appropriate.* • *At least 50 per cent or 125 square metres, whichever is the lesser, of the primary communal outdoor open space should receive a minimum of two hours of sunlight between 9am and 3pm on 21 June.*

Assessment

A communal terrace is provided at Level 02 of the western building. The terrace will be accessible to all residents via the enclosed hall that connects to the lift. It will have an area of 258sqm and will including seating areas and landscaping with planter boxes. The terrace is open to the sky and contains a semi-transparent balustrade that will achieve the required access to sunlight.

Additional outdoor communal open space is created by the north-south landscape corridor/pedestrian promenade that is positioned centrally within the site. This corridor will be delineated by landscape beds and seating facilities, creating additional outdoor seating facilities for residents and visitors.

The angled pedestrian pathway and series of steps located along the southern end of the buildings create additional communal outdoor spaces. This area is to contain multiple seating areas, creating meeting places with an outlook onto the river and environs within a landscaped setting as well as providing pedestrian links from Duke Street to the southern portion of the site.

Complies

D9	Safety Objective • *To ensure the layout of development provides for the safety and security of residents and property.*	Standard *Entrances to dwellings should not be obscured or isolated from the street and internal accessways.* *Planting which creates unsafe spaces along streets and accessways should be avoided.* *Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.* *Private spaces within developments should be protected from inappropriate use as public thoroughfares.*

Assessment

The development will contribute to the safety of the locality through the provision of increased surveillance of Duke Street, the communal land to the south, the from the adjoining apartments. The internal east-west communal area and pedestrian pathway will have surveillance from the adjoining buildings to the east and west, as well as from habitable room windows and terrace of the upper apartments.

The stairs/ramps and seating areas on the land to the south will be provided with surveillance from the terraces and adjoining habitable room widows of each apartment located on the southern end of each building.

Within the building, security will be provided through restricted access for residents to the building entries and the basement car parking. The entries to each apartment from the communal halls are visible from an extended area. The direct entries to the ground floor apartments located on the western elevation of the Western building are provided with separate pedestrian paths and entries that are visible from the adjoining footpath.

The car park entry contains a single door over the double width entry which is common for such developments. It is recommended that:

- The roller door is to be partially transparent to provide views into the accessway beyond the roller door.
- A red stop light is installed and associated temporary restriction on access to the building when a vehicle is reversing into or out of car space No.1.

Both of these things should be required as conditions on the amended permit.

In relation to waste collection, the private waste collection vehicle is proposed enter the site in a forward direction, turning right into the internal north-south connection then turn right and reverse into the accessway and park adjacent to the bin storage area which is positioned to the north of the lift of the Western building. The Traffic Plan does not indicate the movements for collection from the bin storage area located to the north of the lifts of the Eastern building.

The reversing of a larger vehicle within the car park, to occur at least twice a week, will create disruption to access to the car park for a significant number of car spaces as well as posing safety concerns for residents /visitors walking within the car park. This outcome is not acceptable.

Improved safety outcomes for residents, visitors and the driver of the waste collection truck and staff involved with waste collection activities can readily be created through:

- Delineation of parking areas for the trucks opposite each bin storage area and associated 'No pedestrian movements when garbage truck present' in the form of line marking and signage;
- Installation of flashing yellow lights within the basement to indicate the presence of waste collection vehicles;
- Removal of four car spaces to create a circular movement for all vehicles (with the exception of car space 1) within the car park, being deletion of car spaces 24, 25, 68 and 69. The east-west accessways will each provide a single direction of vehicle movements, with the northern access being east-bound and the southern access to be west bound. This will allow for vehicles to queue without affecting the entry arrangements.
- The reallocation of 4 visitor car spaces to 4 resident car spaces.

Complies subject to conditions

D10	Landscaping Objective • *To encourage development that*	Standard Refer to the standards within the Brimbank Planning Scheme. They are too numerous to mention here.

	respects the landscape character of the neighbourhood. • *To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.* • *To provide appropriate landscaping.* • *To encourage the retention of mature vegetation on the site.* • *To promote climate responsive landscape design and water management in developments that support thermal comfort and reduces the urban heat island effect.*	

Assessment

The site is to be provided with tree planting along the naturestrip to Duke Street, with additional planting within the site to including the landscaping around the stairs to the south of the development, planter boxes to be established and maintained on either side of the internal corridor with the pedestrian path, and to the front setbacks of ground floor apartments fronting Duke Street. Additional landscaping will be created around the perimeter of the building.

The standard requires the following:

Table D2 Canopy cover and deep soil requirements

Site area	Canopy cover	Deep soil
2500 square metres or more	350 square metres plus 20% of site area above 2,500 square metres Include at least 2 Type B trees or 1 Type C tree	15% of site area

The applicant has noted the following in their written submission:

The Site has been cleared of any vegetation as part of the overall development of the estate.
The proposal provides for approximately 3.2% of deep planting areas and therefore, requires a variation to the deep soil areas specified in Table D3. This variation is considered appropriate as the proposal incorporates a comprehensive landscape design for the pedestrian link and on the roof terrace and delivers a series of green and lush spaces. Planting will build up in a series of layers which will provide buffers to private terraces as well as an attractive environment for those using communal areas.
Native plants are proposed where possible, supplemented by additional drought, shade and wind tolerant species as the spaces dictate. Nectar rich planting will be used to attract insects and consideration has been given to climate change robustness.
A palette of deciduous trees will ensure the leaf canopy will bestow benefit in summer when needed but in winter will allow light to reach living spaces uninterrupted.
For the above reasons, the proposal delivers a high amenity landscaped environment which responds to the character of the area and is considered to meet the objectives of the Clause. Moreover, the proposed development is located immediately to the north of a densely planted communal pedestrian connection that has been approved under the original permit. Were this area incorporated within the subject site the proposal would achieve 18.7% of its area as deep soil planting.
Refer to the Landscape Plan prepared by CJ Arms for further detail.

Although the linear park to the south is not included within the subject site, it is noted that significant planting will occur on this site which will complement the development. The Provision of a detailed landscape plan will be required as a condition on the permit specifying the requirements above.

Variation sought and supported

D11	Access Objective • *To ensure the number and design of vehicle crossovers respects the urban context.*	Standard *The width of accessways or car spaces should not exceed:* • *33 per cent of the street frontage,* *No more than one single-width crossover should be provided for each dwelling fronting a street.*

Assessment
The car parking facilities will be accessed via a new crossover to Riverview Link. There are no changes proposed to the location or dimensions of the accessway to that which is currently approved for the 19 townhouses that were proposed on this site.

The proposed crossover easily meets the standard.

Complies

D12	Parking Location Objective • *To provide convenient parking for resident and visitor vehicles.* • *To protect residents from vehicular noise within developments.*	Standard *Car parking facilities should:* • *Be reasonably close and convenient to dwellings.* • *Be secure.* • *Be well ventilated if enclosed.*

Assessment

All resident parking spaces are located within the basement. Access to the resident car park area will be restricted. Security measures will provide residents of each building with access to the stairs and lifts. Four sets of stairs and two lifts are proposed to be provided ensuring the maximum walking distance from a dwelling entry to a lift is a maximum distance of under 40m.

Apartments located on Level 01 of the Eastern building are separated from the car park by the internal corridor.

Details of ventilation of the basement car park have not been provided. Conditions on the amended permit should require provision of appropriate ventilation to ensure fumes do not accumulate in the building. If necessary, mechanical ventilation will be required to be installed and provided with acoustic treatment.

The building permit process will ensure appropriate noise attenuation measures are incorporated into the building design in accordance with the Building Regulations.

Complies subject to conditions

D13	Integrated Water and Stormwater Management Objective • *To encourage the use of alternative water sources such as rainwater, stormwater and recycled water.* • *To facilitate stormwater collection, utilisation and infiltration within the development.* • *To encourage development that reduces the impact of stormwater run-off on the drainage system and filters sediment and waste from stormwater prior to discharge from the site.*	Standard *Buildings should be designed to collect rainwater for non-drinking purposes such as flushing toilets, laundry appliances and garden use.* *Buildings should be connected to a non-potable dual pipe reticulated water supply, where available from the water authority.* *The stormwater management system should be:* • *Designed to meet the current best practice performance objectives for stormwater quality as contained in the Urban Stormwater - Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999).* • *Designed to maximise infiltration of stormwater, water and drainage of residual flows into permeable surfaces, tree pits and treatment areas.*

Assessment

The proposal meets the requirements of Standard D13 and Council's Stormwater Policy, subject to conditions. Water tanks with a combined storage capacity 40,000L are located within the basement level (Level 00) of the Eastern building and have been provided to harvest rainwater from the roof. The landscaping concept proposes the use of rainwater landscape beds along the western and southern boundaries of the landscape corridor.

The existing permit conditions and requirements of Council's ESD Officer ensure the outcomes of this standard will be met.

Complies subject to conditions

D14	Building Setback Objective • *To ensure the setback of a building from a boundary appropriately responds to the existing urban context or contributes to the preferred future development of the area.* • *To allow adequate daylight into new dwellings.* • *To limit views into habitable room windows and private open space of new and existing dwellings.*	Standard • *The built form of the development must respect the existing or preferred urban context and respond to the features of the site.* • *Buildings should be set back from side and rear boundaries, and other buildings within the site to:* o *Ensure adequate daylight into new habitable room windows.* o *Avoid direct views into habitable room windows and private open space of new and existing dwellings. Developments should avoid relying on screening to reduce views.* o *Provide an outlook from dwellings that*

	• *To provide a reasonable outlook from new dwellings.* • *To ensure the building setbacks provide appropriate internal amenity to meet the needs of residents.*	*creates a reasonable visual connection to the external environment.* o *Ensure the dwellings are designed to meet the objectives of Clause 58.*

Assessment

This standard does not create a numerical requirement for the setback from boundaries, and establishes performance based outcomes based on site context and neighbourhood character considerations.

The current endorsed plans provided varied setbacks to the angled boundary to the Duke Street service road, and were established under the provisions of Clause 55 which do not apply to this proposal.

The proposed setback to the western wall of the Western building is to be a minimum of 1.2m with staggered building lines to be provided with corresponding varied alignments to transparent boundary fences. The structure with the closest position to the boundary will be the western side of the terrace of Apartment 4.02.

The staggered building line is an appropriate response to the site characteristics where the site boundary to the Duke Street alignment is irregular. The site layout provides ground floor apartments provided with separate entries and surveillance from habitable room windows onto the adjoining footpath with a limited area of landscaping delineated with transparent fencing. The communal entry to the building is positioned centrally on this elevation, provided with a roof to provide protection from the weather and contains glazing that provides views into and from the lobby area. Additional landscaping will be created within the naturestrip which will contribute to the character of the locality and will form part of the outlook from habitable room windows located at each level on the western elevation.

Overall it is considered that the proposed development meets the objectives and standards of this clause.

Complies

D15	Internal Views Objective • *To limit views into the private open space and habitable room windows of dwellings within a development.*	Standard *Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the private open space of a lower-level dwelling directly below and within the same development*

Assessment

The terrace provided to each apartment has the function of providing private outdoor open space, access to daylight for the adjoining habitable room windows and creates views onto the river variety and surrounds for apartments located on the eastern side of each building. In this site context, the creation of terraces with semi-transparent timber balustrades will provide outward views from the adjoining living area and bedroom windows.

The multi-level position of apartments within each building results in terraces of apartments above or below apartments within the same building not creating downward views that would create overlooking. In this regard, no 'directly below' overlooking is proposed.

The ground floor open space corridor and pedestrian path is to be bound on the western and eastern sides by a series of planter beds, designed to prevent direct views into the adjoining terraces and habitable room windows of ground floor apartments. This outcome relies on the establishment and maintenance of the landscaping to ensure the required screening outcome is provided and this is

reflected in the landscaping conditions. Future occupants of these apartments will be provided with an appropriate level of visual privacy subject to the landscaping measures being appropriate.

The two buildings have a minimum separation of 10.35m. Other than the ground floor with the central landscape corridor (Level 02), there is only one level being Level 03 where overlooking is created. This is a result of the building levels being offset due to the slope of the land.

The minimum distance between sides of terraces on Level 03 is 9m. This outcome is limited to the terraces of Apartments W3.02 with E3.02 and E3.03 located opposite, and Apartment W3.03 and E.3.01 opposite. This limited overlooking is considered to be appropriate with the opportunity for curtains and blinds to be installed to windows of the living areas and bedrooms that create privacy while allowing for light to filter in. Imposing screens to be installed to these balconies would result in a reduced level of amenity for future occupants, which is an undesirable outcome.

It is also noted that when assessing a medium density development under Clause 55 of the Planning Scheme, windows or balconies that are 9m apart do not require screening so this is a good guide to use for the current proposal.

Variations sought and supported for Apartment W3.02 with E3.02 and E3.03 located opposite; and Apartment W3.03 and E.3.01 opposite

All other apartments comply subject to conditions

D16	Noise Impacts	Objective • *To contain noise sources in developments that may affect existing dwellings.* • *To protect residents from external and internal noise sources.*

Assessment

The noise generated from the development will be similar to what can reasonably be expected within an infill development of this nature. Potential noise sources are identified as plant and equipment which is associated with the lifts and emissions from cars within the basement.

A condition of permit will require all plant and equipment associated with the lifts to be acoustically treated, and for any mechanical ventilation provided to the basement car park to also be acoustically treatment.

In relation to the apartments, the habitable room windows are to be provided with double glazing as part of the energy efficiency provisions. The windows will be provided with some acoustic protection through the double glazing when closed.

Complies subject to conditions

D18	Accessibility Objective • *To ensure the design of dwellings meets the needs of people with limited mobility.*	Standard *At least 50 per cent of dwellings should have:* • *A clear opening width of at least 850mm at the entrance to the dwelling and main bedroom.* • *A clear path with a minimum width of 1.2 metres that connects the dwelling entrance to the main bedroom, an adaptable bathroom and the living area.* • *A main bedroom with access to an adaptable bathroom.* • *At least one adaptable bathroom that meets all of the requirements of either Design A or Design B specified in Table D4.*

Assessment

Compliance achieved with 59% of apartments provided with a DDA compliant entry and bathroom option which is above the 50% required to be achieved.

Complies

D19	Building Entry and Circulation	Objective • *To provide each dwelling and building with its own sense of identity.* • *To ensure the internal layout of buildings provide for the safe, functional and efficient movement of residents.* • *To ensure internal communal areas provide adequate access to daylight and natural ventilation.*

Assessment

The building entries and circulation areas meet the minimum dimensions and provide natural or artificial lighting to create a safe and secure setting for each dwelling entry. Further improvements will be created under the ESD requirements that were outlined earlier in this report.

Complies subject to conditions

D20	Private Open Space Objective • *To provide adequate private open space for the reasonable recreation and service needs of residents.*	Standard *A dwelling should have private open space consisting of:* • *An area of 25 square metres, with a minimum dimension of 3 metres at natural ground floor level and convenient access from a living room, or* • *An area of 15 square metres, with a minimum dimension of 3 metres at a podium or other similar base and convenient access from a living room, or* • *A balcony with an area and dimensions specified in Table D5 and convenient access from a living room, or* • *A roof-top area of 10 square metres with a minimum dimension of 2 metres and convenient access from a living room.* • *If a cooling or heating unit is located on a balcony, the balcony should provide an additional area of 1.5 square metres.*

Table D5 Balcony size

Dwelling type	Minimum area
Studio or 1 bedroom dwelling	8 square metres
2 bedroom dwelling	8 square metres
3 or more bedroom dwelling	12 square metres

Assessment

The proposed apartments are each provided with private open space in the form of a terrace/balcony. Each terrace is located adjacent to a living area and bedrooms. The terraces are not screened, however screening measures are not required under this standard.

All terraces are located to the eastern or western perimeter of the buildings. The internally positioned terraces of Level 2 apartments are provided with screens in the form of planter boxes that act as

visual screens as described under standard D15.

The proposal provides for the following:

Orientation of Dwelling	Dwelling Type	Minimum Area	Minimum Dimension
North (between north 20 degrees west to north 30 degrees east)	All	8 square metres	1.7 metres
South (between south 30 degrees west to south 30 degrees east)	All	8 square metres	1.2 metres
Any other orientation	Studio or 1 bedroom dwelling	8 square metres	1.8 metres
	2-bedroom dwelling	8 square metres	2 metres
	3 or more-bedroom dwelling	12 square metres	2.4 metres

Each apartment is provided with a terrace/balcony with a minimum area of 8sqm. Each terrace meets the minimum dimension required for the apartment accommodation. Rather than being longer narrow spaces, the majority of terraces are closer to a square shape in their configuration which is considered to create a more useable space.

It is considered that private open space has been provided for the reasonable recreation and service needs of the future residents and each has dwelling convenient access from their respective living rooms and bedroom/s.

The provision of above standard communal open spaces is considered to supplement the level of amenity to be created.

Complies

D21	Storage Objective • *To provide adequate storage facilities for each dwelling.*	Standard • *Each dwelling should have convenient access to usable and secure storage space.* • *The total minimum storage space (including kitchen, bathroom and bedroom storage) should meet the requirements specified in Table D6.*

Table D6 Storage

Dwelling type	Total minimum storage volume	Minimum storage volume within the dwelling
Studio	8 cubic metres	5 cubic metres
1 bedroom dwelling	10 cubic metres	6 cubic metres
2 bedroom dwelling	14 cubic metres	9 cubic metres
3 or more bedroom dwelling	18 cubic metres	12 cubic metres

Assessment

All dwellings have been provided with storage facilities within the dwellings in accordance with the standard and Table D6.

Storage is also provided in the form of a 6 cubic metre storage cage for each dwelling, located in the basement car park, on Level 02 or Level 03. The allocation of storage cages is not indicated in the application however this is something that can be managed by the owners corporation once development is complete.

<table>
<tr><td colspan="3">Complies</td></tr>
<tr><td>D22</td><td>Common Property

<u>Objective</u>
• To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.
• To avoid future management difficulties in areas of common ownership.</td><td><u>Standard</u>
Developments should clearly delineate public, communal and private areas.
Common property, where provided, should be functional and capable of efficient management.</td></tr>
<tr><td colspan="3"><u>Assessment</u>

Common property is proposed to be confined to the front and rear entry foyers, lifts, storage areas, waste storage facilities, bicycle storage areas internal stairways and corridors, in addition to the internal vehicle accessway, car parking, communal terrace and landscaped areas.

The spaces and facilities should be able to be easily managed and maintained by the Owner's Corporation.

Complies</td></tr>
<tr><td>D23</td><td>Site Services

<u>Objective</u>
• To ensure that site services can be installed and easily maintained.
• To ensure that site facilities are accessible, adequate and attractive.</td><td><u>Standard</u>
Development should provide adequate space (including easements where required) for site services to be installed and maintained efficiently and economically.
Meters and utility services should be designed as an integrated component of the building or landscape.
Mailboxes and other site facilities should be adequate in size, durable, water-protected, located for convenient access and integrated into the overall</td></tr>
<tr><td colspan="3"><u>Assessment</u>

Sufficient space has been provided for resident garbage and recycling areas, and outdoor storage facilities for a limited number of apartments.

Mailboxes and electric meter boxes are provided towards the frontage of the site, within the secured lobby.

Complies</td></tr>
<tr><td>D24</td><td>Waste and Recycling

<u>Objective</u>
• To ensure dwellings are designed to encourage waste recycling.
• To ensure that waste and recycling facilities are accessible, adequate and attractive.
• To ensure that waste and recycling facilities are designed and managed to minimise impacts on residential amenity, health and the public realm.</td><td><u>Standard</u>
• Developments should include dedicated areas for:
o Waste and recycling enclosures which are:
- Adequate in size, durable, waterproof and blend in with the development.
- Adequately ventilated.
- Located and designed for convenient access by residents and made easily accessible to people with limited mobility.
• Adequate facilities for bin washing. These areas should be adequately ventilated.</td></tr>
</table>

		• *Collection, separation and storage of waste and recyclables, including where appropriate opportunities for on-site management of food waste through composting or other waste recovery as appropriate.* • *Collection, storage and reuse of garden waste, including opportunities for on-site treatment, where appropriate, or off-site removal for reprocessing.* • *Adequate circulation to allow waste and recycling collection vehicles to enter and leave the site without reversing.* • *Adequate internal storage space within each dwelling to enable the separation of waste, recyclables and food waste where appropriate.* • *Waste and recycling management facilities should be designed and managed in accordance with a Waste Management Plan approved by the responsible authority and:* o *Be designed to meet the best practice waste and recycling management guidelines for residential development adopted by Sustainability Victoria.* o *Protect public health and amenity of residents and adjoining premises from the impacts of odour, noise and hazards associated with waste collection vehicle movements.*
Assessment A Waste Management Plan has been provided and is sufficient. It is noted that some changes have been recommended earlier in this report to the basement car park by removing 4 parking spaces to allow for better circulation. This will not impact on the waste management to the site but will likely make it easier. Some requirements identified by Council's ESD Officer earlier in this report have been included as conditions on the proposed amended permit. In relation to stormwater management conditions, it is noted that the original application was received prior to Clause 53.18 (Stormwater Management in Urban Development) being introduced into the Planning Scheme and therefore it does not apply to this current amendment so the conditions proposed by the ESD Officer relating to this won't be included on the proposed amended permit. Complies subject to conditions		
D25	External walls and materials Objective • *To ensure external walls use materials appropriate to the existing urban context or preferred future development of the area.* • *To ensure external walls endure and retain their attractiveness.*	Standard *External walls should be finished with materials that:* • *Do not easily deteriorate or stain.* • *Weather well over time.* • *Are resilient to the wear and tear from their intended use.* *External wall design should facilitate safe and convenient access for maintenance.*

Assessment

The applicant provided the following information in relation to this standard:

Clause 58.06-4 – External Walls and Materials Assessment

The proposal includes a consistent built form with a range of materials and finishes.
The materials and finishes are complementary and will not appear as overly complex or 'cluttered', but rather, a consistent architectural form and language which is consistent with the future character of the area.
The external walls will not easily deteriorate or stain, weather well over time and are resistant wear and tear.

The proposed finishes as outlined on the plans are:



Whilst this provides some information, a detailed materials and colour palette should be included as a condition of the amended permit.

Complies subject to conditions

D26	Functional Layout Objective • *To ensure dwellings provide functional areas that meet the needs of residents.*	Standard *Bedrooms should:* • *Meet the minimum internal room dimensions specified in Table D7.* • *Provide an area in addition to the minimum internal room dimensions to* • *accommodate a wardrobe.* **Table D7 Bedroom dimensions** Bedroom type / Minimum width / Minimum depth Main bedroom / 3 metres / 3.4 metres All other bedrooms / 3 metres / 3 metres *Living areas (excluding dining and kitchen areas) should meet the minimum internal room dimensions specified in Table D8.* **Table D8 Living area dimensions** Dwelling type / Minimum width / Minimum area Studio and 1 bedroom dwelling / 3.3 metres / 10 sqm 2 or more bedroom dwelling / 3.6 metres / 12 sqm

Assessment

Each dwelling contains bedrooms that meet the requirements of Table D7. The applicant has not provided an assessment of the living areas, with Officers calculating the floor plan details as achieving compliance with Table D8 for each dwelling type.

Complies

D27	Room Depth Objective • *To allow adequate daylight into single aspect habitable rooms.*	Standard • Single aspect habitable rooms should not exceed a room depth of 2.5 times the ceiling height. • The depth of a single aspect, open plan, habitable room may be increased to 9 metres if all the following requirements are met: o The room combines the living area, dining area and kitchen. o The kitchen is located furthest from the window. o The ceiling height is at least 2.7 metres measured from finished floor level to finished ceiling level. This excludes where services are provided above the kitchen. • The room depth should be measured from the external surface of the habitable room window to the rear wall of the room.

Assessment

A combination of single and dual aspect habitable rooms are proposed. Each habitable room has an increased ceiling height of 2.7m and will receive adequate access to daylight. Several living areas have a dual aspect for increased amenity.

Bedrooms are provided with a window located on an external wall or adjacent to a terrace. The bedroom windows facing the terrace have varied covered depths.

Complies

D28	Windows Objective • *To allow adequate daylight into new habitable room windows.*	Standard • *Habitable rooms should have a window in an external wall of the building.* • *A window may provide daylight to a bedroom from a smaller secondary area within the bedroom where the window is clear to the sky.* • *The secondary area should be:* o *A minimum width of 1.2 metres.* o *A maximum depth of 1.5 times the width, measured from the external surface of the window.*

Assessment

The proposal has been designed to allow adequate daylight into new habitable windows for all apartments. Each habitable room has at least one window located on an external wall for improved access to daylight and ventilation.

Where limited use of 'snorkel' windows are proposed, the windows will provide access to the extended terrace. This applies to Apartments E3.10, E.3.11 and E3.12. Council's ESD Officer has requested

that a condition of the amended permit require these windows to have a minimum width of 1m and height of 2m.

The provision of extensive glazing to all open plan living areas and bedrooms will contribute to the amenity to be enjoyed by future occupants.

Complies subject to conditions - E3.10, E.3.11 and E3.12.
Complies – all other habitable room windows

D29	Natural Ventilation Objective • *To encourage natural ventilation of dwellings.* • *To allow occupants to effectively manage natural ventilation of dwellings.*	Standard • *The design and layout of dwellings should maximise openable windows, doors or other ventilation devices in external walls of the building, where appropriate.* • *At least 40 per cent of dwellings should provide effective cross ventilation that has:* o *A maximum breeze path through the dwelling of 18 metres.* o *A minimum breeze path through the dwelling of 5 metres.* o *Ventilation openings with approximately the same area.* • *The breeze path is measured between the ventilation openings on different orientations of the dwelling.*

Assessment

The development creates 46% of dwellings that achieve the required cross ventilation.

Complies

Officer Comments:	This is a particularly difficult application because of the size of the development, the slope of the land and the fact that it seeks quite a substantial amendment to an existing planning permit where the majority of the approved development has already been constructed. It would have been much simpler to deal with it as a new application, however the applicant has lodged it as an amendment to the existing permit so it must be assessed as such. The changes proposed – to remove 19 three-storey townhouses and replace them with 85 apartments within what is effectively a four and five storey built form (even though in strict definition is it only a three storey development) – are quite dramatic. Despite this, the applicant has presented a high quality proposal and has worked with Officers to address the majority of the issues that were identified throughout the assessment. A development of this scale would normally be advertised to allow the surrounding residents to raise any issues they have. In this instance the site has an approved Development Plan under a Development Plan Overlay, and due to the approved Development Plan being somewhat vague, the proposal fits within the realm of being "generally in accordance with the approved Development Plan". This means that Council is prevented from advertising the application, but instead is charged with making a decision on it on behalf of its residents. There is no argument that the planning policy framework encourages increased densities, increased provision of housing, and a greater variety

	of housing choice in existing areas that are serviced and accessible, and this site meets most of these criteria (although it could benefit from improved public transport facilities). Despite the scale of the proposed development, it is unlikely to result in an unreasonable loss of amenity to surrounding residents due to the fact that it is almost an island site in the north-western corner of the larger site. It may however result in increased parking congestion in the area due to overflow parking from the site. Unfortunately it has been ruled by VCAT on many occasions that if the development meets the parking requirements set out in the Planning Scheme, then sufficient parking has been provided and an application cannot be refused on this basis. The current proposal has provided the required number of parking spaces for both residents and visitors and therefore it meets the requirements of the Planning Scheme. If approved, both the existing planning permit and the endorsed plans would need to be amended substantially. It would not only be the conditions on the existing permit that would need to change but also the address that it relates to given that when it was previously approved it had not been subdivided in line with the dwellings that have since been constructed. Proposed changes and additions to the permit conditions include: • Deletion of all of the previous Condition 1 requirements (because these have already been satisfied) and replacement with new Condition 1 requirements relating to the proposed apartment buildings • Deletion of the previous landscape plan conditions at Condition 3 and replacement with new conditions relating to the proposed apartment buildings • Addition of a new Condition 7 which requires the current architect Rothelowman – or another architect to Council's satisfaction – to oversee the design and construction of the development and to ensure the design quality and appearance of the development is realised as shown on the endorsed plans. This condition is required to ensure that the development retains its quality and is not built cheap and nasty like sometimes happens • Addition of a new Condition 22 which requires that if necessary a mechanical ventilation system must be installed in the basement car park to ensure fumes do not accumulate in the building • Update to Condition 21(e) to reference current regulations instead of outdated ones • Addition of an new Condition 27 which requires all parking areas within the basement car park to be delineated to provide for waste bin collection trucks and signage for during collection • Addition of Condition 46(a) to allow for early works as part of the Construction Environmental Management Plan • Deletion of Condition 64 which required a road safety audit because this was previously satisfied • Amendment to the time limit conditions at Condition 68(a) and (b) to reference the amended approval and provide suitable timeframes for commencement and completion. • Addition of Note 10 to clarify the early works provisions.

	Attachment 5 includes the conditions that are recommended to be included, should Council decide to issue an amended planning permit. The conditions in blue have added or changed from the current planning permit, whereas the conditions in black remain the same. This has been done to make it clear to all parties what is proposed to change.
Conclusion and Recommendation	A comprehensive and detailed assessment of the application has been undertaken against the provisions of the Brimbank Planning Scheme, whilst also considering the conditions of the existing permit and what needs to change or be updated. On the merits of the proposal, it is recommended that it be supported and that an Amended Planning Permit be issued subject to the conditions listed within Attachment 5 to this report. Amended plans would then need to be provided in accordance with the Condition 1 requirements before they could be endorsed.

Proposed Conditions:

Amended/Endorsed Plans

1. Prior to the commencement of any buildings or works with the exception of early works as defined under permit Note 10, amended plans prepared to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the amended plans submitted with the application to amend the permit (received by Council on 18 September 2023) but modified to show:

   (a) Screening to the following south facing windows:

      i. Level 00 – 2 Bedroom windows to be obscured and balcony screening to raised be up to 1.7m above the finished floor level; and,

      ii. Level 01- 2 Bedroom windows to be obscured.

   (b) Access from the lobby, Building E Level 01 to the courtyard between Dwellings 1.E04 and 1.E05.

   (c) Detailed materials and colour pallete.

   (d) Appropriate partial semi-transparent screening (eg: decorative ironwork) that filters vehicular headlights from entering into west facing dwellings and balconies of Building W at the intersection of Duke Street and Surrey Street.

   (e) The roller door to the basement car park to be partially transparent to provide views into the accessway beyond the roller door.

   (f) Installation of a red stop light and associated temporary restriction on access to the building when a vehicle is reversing into or out of Car space No. 1.

   (g) Provision of swept paths for the proposed waste collection vehicle, achieving forward movements only.

   (h) Delineation of parking areas for the trucks opposite each bin storage area and associated 'no pedestrian movements when garbage truck present' in the form of line marking and signage;

   (i) Installation of flashing yellow lights within the basement to indicate the presence of waste collection vehicles;

   (j) Removal of car spaces 24, 25, 68 & 69 and addition of direction arrows within the basement car park to:

      iii. create a circular movement for all vehicles (with the exception of car space 1) within the car park; and,

      iv. to provide for a west bound only access. The east-west accessways will each provide a single direction of vehicle movements, with the northern access being east-bound and the southern access to be west bound. This will allow for vehicles to queue without affecting the entry arrangements.

   (k) The reallocation of 4 visitor car spaces within the basement to 4 resident car spaces so that a total of only 5 visitor car spaces are provided within the basement.

   (l) The 'snorkel' windows to bedrooms of Apartments 3E.10, 3E.11 and 3E.12 are to have a minimum width of 1m and height of 2m.

   (m) Provision of an east-west footpath / pedestrian link across the site's Riverview Link frontage, designed to avoid the need to remove existing street trees where possible.

   (n) Repositioning of the substation further south in the communal area to reduce its central prominence to Duke Street.

(o) Any modifications to the plans required by the Amended Landscape Plan required by Condition 3.

(p) Provision of at least one openable window per habitable room, with a notation on floor and elevation plans that all windows can be locked open.

(q) Provision of an openable window in the northern bedroom of 2.W01 that opens to the private terrace.

(r) The floor and elevation plans to indicate the extent of double-glazing.

(s) A roof plan noting roof colour, approximate location of photovoltaic array (noting generation capacity), and space reserved to accommodate future additional photovoltaic arrays.

(t) Provision of effective external shading from summer sun for all north and west-facing habitable room windows and all east–facing living room windows where the glazing has a total area over 2sqm.

(u) Provision of glazed doors internally within common corridors and increased glazing to corridors to allow the greatest penetration of daylight into corridors including the width of the lobby to Building E, Level 0-3; and, west facing corridor of Building E, Level 3 extending to the junction with Dwelling 3.E09.

(v) Provision of a retractable clotheslines on the terrace of each dwelling.

(w) Provision of approximately 20% of resident bicycle parks horizontal, and at grade so no lifting is required.

(x) Provision of an electrical outlet at each row of resident bicycle parking for charging electrical bicycles / scooters.

(y) Provision of movement operated lighting to illuminate visitor bicycle parking area.

(z) Provision of infrastructure for future charging points for all resident car parking bays, with sufficient electrical load capacity and load management system (per that described for Class 2 in NCC 2022, J9D4: Facilities for Electric Vehicle Charging Equipment).

(aa) An amended Sustainability Management Plan (SMP) that provides the following to the satisfaction of the Responsible Authority:

i. Revise the text to remove reference to initiatives that are not proposed, relate to compliance with building regulations (except the NatHERS rating), or are business as usual design and construction.

ii. A 7 star minimum average NatHERS ratings, with 6.5 minimum for any dwelling.

iii. Double-glazing to all glazed doors and windows in habitable rooms.

iv. Best practice in stormwater management is to be demonstrated with a revised stormwater strategy that:

- optimises rainwater capture for on-site non-potable uses for all roofs (e.g. all toilets, washing machine cold taps, irrigation, bin wash-down)
- provides rainwater tank capacity to accommodate rainwater, with additional capacity to store fire-test water
- utilises bio-filtration for any additional treatment needed (i.e. no proprietary treatment devices)
- demonstrates best practice by modelling in STORM or MUSIC per Melbourne Water guidelines. If MUSIC is used, a written report and an electronic model in 'sqr.' Format must be provided.

- provides a typical detail for raingardens which includes a description of soil/filter media, drainage connection, lining to prevent infiltration, appropriate species and density, minimum detention depth, anti-scouring measures, etc.
- provides a simple table committing to a maintenance regime for treatment devices to ensure their on-going effectiveness. Include inspection frequency, cleanout procedures, and remediation requirements at a minimum.
- provides detail of, or reference to, an appropriate erosion and sediment control measures to be employed during construction.

v. A full copy of the published BESS report within the SMP after revision to include:

- a detailed outline of the Builder Users Guide provided to enhance the sustainability of the building's use and maintenance per the guidance provided in the BESS Tool Notes
- the use of 4 star in BESS to represent the average energy rating of heat pump space heating/cooling units even though the best practice non-zoned ratings might be higher for some units
- a change to the domestic hot water input to note centralised plant.

(bb) Any other changes required as a result of the other conditions on this permit.

2. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

Landscaping

3. A detailed landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and an electronic copy must be provided. The plan must show:

(a) Replacement of the *Corymbia citrodora* with *Corymbia maculata* for the street trees.

(b) Replacement of *Tristaniosis laurina* specimens with species suited for the planter box size.

(c) Repositioning of 2 trees shown within the new crossover to Riverview Link.

(d) A pathway from the fire door to the communal sitting area to the south of the Level 01 car park.

(e) Levels (AHD) to the BBQ and stair area.

(f) Green wall plantation over the west-facing wall of Dwelling 2.E04 & 3.E04. The plantation should be set on a frame 300mm out from the façade to enable windows to be opened.

(g) Correction of the landing to the north of Building W fronting Riverview Link.

(h) Detailed landscaping on the west side of Building W Level 2.

(i) Landscape buffer to separate and provide privacy to all at-grade private terraces / balconies and the communal areas.

(j) Appropriate landscaping of the communal courtyard area between Dwellings 1.E04 & 1.E05.

(k) Planters in the central corridor between Buildings E & W to measure 3m x 3m x 1.2m(h).

(l) Detailed survey of existing services and road infrastructure to determine viable street tree planting numbers as required by Condition 3(h).

(m) Landscaping of the southern communal area designed to allow views from the BBQ area to the Maribyrnong River reserve.

The species selected must be to the satisfaction of the Responsible Authority.

4. Prior to the Occupancy Permit being issued for the buildings hereby permitted, landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority.

5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

6. A cash bond for $100,000, plus a non-refundable 5% service charge of $5,000 (Total of $105,000), shall be lodged with the Responsible Authority prior to the collection of endorsed plans to ensure the completion and establishment of landscaped areas. This cash bond will only be refunded after a 13 week establishment period beginning when the Responsible Authority is satisfied with the completed landscaping works, provided that the landscape is being maintained to the satisfaction of the Responsible Authority.

Oversight of Development

7. As part of the ongoing consultant team, Rothelowman or an architectural firm to the satisfaction of the Responsible Authority must be engaged to:

(a) oversee design and construction of the development; and

(b) ensure the design quality and appearance of the development is realised as shown on the endorsed plans or otherwise to the satisfaction of the Responsible Authority.

Staging of Development

8. The development and any future subdivision must proceed in the order of stages as shown on the endorsed plan unless otherwise agreed in writing by the Responsible Authority. A construction and staging plan must be prepared and submitted for approval to the satisfaction of the Responsible Authority.

Pedestrian access through the site

9. Pedestrian access must be made available through the site to the public at all times.

Shared user path

10. The shared user path along the Maribyrnong River frontage must be constructed to Council's standards and available for use by the public before the occupation of the first dwelling within the development, or the issue of the Statement of Compliance for the first stage of the subdivision, whichever comes first.

Melbourne Water Conditions

11. Finished floor level of the proposed dwellings must be 600mm above the applicable flood level.

12. Finished floor level of the proposed garages must be 300mm above the applicable flood level.

13. Prior to the issue of an Occupancy Permit, a certified survey plan, showing finished floor levels (as constructed) reduced to the AHD, must be submitted to Melbourne Water to demonstrate that the floor levels have been constructed in accordance with Melbourne Water's requirements.

14. No filling will be permitted within the flood plain (unless demonstrated by cut/fill balance that there is not impact on upstream/downstream flood levels).

15. The shared path must be shown to be located above the 1 in 10 year flood level.

16. A separate application must be made directly to Melbourne Water, for any works within/near the waterway (including shared paths, stormwater connections etc). Detailed terms and conditions shall be forwarded for works to be undertaken, upon receipt of a formal application for construction purposes. Please note fees and bonds will be applicable.

17. Prior to Statement of Compliance being issued, the Stormwater Management and Drainage Strategy must show how flows up to a 1% AEP flood event are retarded back to pre-development levels.

18. Prior to Statement of Compliance being issued, runoff from the site must be treated through onsite treatment works to Best Practice Standards for pollution removal to the council's satisfaction, complying with Clause 56.07 of the Victorian Planning Provisions.

19. Flood levels are not permitted to be increased as a result of development.

20. A landscape plan addressing the outcomes of any flora and fauna reports on the proposed works site and all areas potentially affected, both upstream and downstream, and must show:

    (a) A survey (including botanical names) of all existing vegetation to be retained and/or removed, this includes trees;

    (b) The location of assets in relation to the proposed landscaping;

    (c) Details of surface finishes located on recreational pathways, maintenance access or any other pathways near waterways;

    (d) A planting schedule of all proposed trees, shrubs and ground covers, including:

        - botanical names; common names; pot sizes; life-form; quantities of each plant; planting density (plants per square metre); planting zones/locations (in plan and cross-section form in colour).

    (e) Landscape treatments with specifications of products such as mulching, erosion control matting, and rock beaching.

General

21. During the construction phase of the development, the following conditions shall be met:

    (a) Only clean rainwater shall be discharged to the stormwater drainage system;

    (b) Stormwater drainage system protection measures shall be installed as required to ensure that no solid waste, sediment, sand, soil, clay or stones from the premises, enters the stormwater drainage system;

    (c) Vehicle borne materials shall not accumulate on the roads abutting the site;

    (d) All machinery and equipment must be cleaned (if required) on site and not on adjacent footpaths or roads; All litter (including items such as cement bags, food packaging and plastic stripping) must be disposed of responsibly;

    (e) All site operations shall comply with the *Environment Protection Act 2017* and any regulations thereunder.

Car park ventilation

22. If necessary, an appropriate mechanical ventilation system must be provided for the basement car park to ensure fumes do not accumulate in the building. Any system installed must be provided with acoustic treatment to ensure it does not disturb the amenity of the residents of the development, to the satisfaction of the Responsible Authority.

Car Parking

23. Before the occupation of any stage of the development starts, the areas set aside for the parking of vehicles and access lanes within that stage as shown on the endorsed plans must be:
    (a) Constructed in concrete;
    (b) Properly formed to such levels that they can be used in accordance with the plans;
    (c) Drained; and
    (d) Maintained

    all to the satisfaction of the Responsible Authority. Car spaces, access lanes and driveways must be kept available for these purposes at all times.

24. Vehicular crossings within Council's road reserves must be constructed to the road to suit the proposed driveways to the satisfaction of the Responsible Authority prior to any works being undertaken on the site. A Vehicle Crossing Permit must be obtained from Council's Engineering Department for all vehicle crossings located on a Council-owned road prior to any works commencing on the site.

25. All disused or redundant vehicle crossings within Council's road reserves must be removed and replaced with kerb and channel, naturestrip and footpath to the satisfaction of the Responsible Authority. A permit must be obtained from Council's Engineering Department prior to the commencement of these works.

26. The owner/developer is responsible for determining the location of any road infrastructure or non-road infrastructure in the road reserve (e.g. pits, poles, water mains, gas mains, telecommunications cables etc.) that could be affected by the installation of the new crossovers or related works.

    Any existing road infrastructure or non-road infrastructure located within or adjacent to the new crossovers must be altered, relocated or reconstructed to the satisfaction of the Responsible Authority and/or the relevant utility provider or infrastructure manager at the expense of the owner/developer.

27. All parking areas within the basement car park must be delineated to provide for waste bin collection trucks with line marking and signage notating *'no pedestrian movements when garbage truck present'.*

Engineering

28. Before any works associated with the development start, detailed engineering drawings to the satisfaction of the Responsible Authority, relevant to the stage of development, must be submitted to and approved by the Responsible Authority. The plans must be drawn to scale with dimensions and an electronic copy must be provided. The plans must include, as appropriate to the relevant stage of the development:

    (a) Construction of Duke Street Service lane and any associated on-street car parking;
    (b) All crossover locations and construction details.
    (c) Design of the Stormwater System together with the water quality treatments with a more natural water quality treatment (i.e. swales and rain gardens);

(d) Any Melbourne Water conditions that affect Council;

(e) Independent Road Safety Audit on the design across the entire development and along Duke Street between Surrey Street and the southern service road entrance.

(f) Provision of a below ground rain water tank with a capacity of at least 100,000 litres, to capture and store stormwater from the development site so that it can be re-used to irrigate Council reserves.

All works constructed or carried out must in accordance with those plans.

29. Plan checking and supervision fees for any works within the road reserve are required to be paid.

30. Prior to construction the Developer is to provide an Environmental Management Plan for the construction phases of the development works certified by a suitably qualified and experienced engineer and provided to the Responsible Authority.

31. An on-site stormwater drainage retention and/or detention system must be installed on the subject land to the satisfaction of the Responsible Authority.

32. The entire development site must be connected to the existing underground drainage and sewerage systems to the satisfaction of the Responsible Authority.

33. The developer is to incorporate Water Sensitive Urban Design (WSUD) principles into the design. The design is to be certified by a suitably qualified and experienced Engineer and provided to the Responsible Authority prior to construction commencing.

34. The developer is required to treat flows from the site to eliminate contaminants entering the system to the satisfaction of the Responsible Authority.

35. WSUD principles are to be incorporated as per Industries best practice principals.

36. A Stormwater Management Strategy report must be submitted and approved by Council prior to the approval of engineering plans, including the Functional Layout Plan.

37. Geotechnical report to be submitted to assess the road stability for Councils existing and proposed assets.

38. The crossovers must be located and constructed to the satisfaction of the Responsible Authority in accordance with plans approved by the Responsible Authority. The plans submitted must show all services within the road reservation including power poles, drainage pits, Telstra pits, trees, road humps, bus stops and any other road infrastructure or asset that may hinder or impact on the operation of the crossover.

39. Access to the site and ancillary road works must be constructed in accordance with the requirements of the Responsible Authority.

40. Protective kerbs (of a minimum height of 150mm) must be provided to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas and to control drainage flows.

Environment

41. To offset the removal of 0.016 hectares of native vegetation with a strategic biodiversity score of 0.368 in Location 1 the permit holder must secure a native vegetation offset in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017) as specified below:

The general offset must:

(a) Contribute gain of 0.015 general habitat units

(b) Be located within the Port Phillip and Westernport Catchment Management Authority boundary or Brimbank City Council municipal district

(c) Have a minimum strategic biodiversity score of 0.368.

42. Before any native vegetation is removed, evidence that an offset has been secured must be provided to the satisfaction of the responsible authority. This offset must meet the offset requirements set out in this permit and be in accordance with the requirements of Permitted clearing of native vegetation − Biodiversity assessment guidelines and the Native vegetation gain scoring manual. Offset evidence can be either:

(a) a security agreement, to the required standard, for the offset site or sites, including a 10 year offset management plan.

(b) a credit register extract from the Native Vegetation Credit Register.

43. Prior to any native vegetation removal, the vegetation to be retained on site must be protected by Tree Protection Fencing in accordance with Australian Standard 4970-2009 Protection of Trees on Development Sites. An inspection is required to be undertaken by the Responsible Authority.

44. Prior to the removal of native vegetation and any associated earthworks, a 'Soil and Fill Plan' must be submitted to and approved by the Responsible Authority. When approved this plan will form part of this permit.
The plan must include:

(a) The definition of fill for the purposes of this Plan includes any soil, rock, substrate, clay, sand or other natural material generated through the excavation of the site.

(b) Plan with relevant stage/s, showing areas of cut and fill, and quantity of cut, fill and excess material.

(c) Location of legal sites for the placement of fill/excess material − all excess material is to be taken to legal disposal site with relevant approvals. The Responsible Authority must be notified if disposal sites change.

(d) All contractors and subcontractors are to be inducted into the requirements of this Plan.

(e) Location of retained tree and associated tree protection zones.

The approved soil and fill plan must be implemented to the satisfaction of the Responsible Authority. Any non-compliance identified by the Responsible Authority must be rectified immediately at no cost to Council.

45. Prior to works commencing a Land Management Plan must be submitted to and approved by the Responsible Authority for works in 30A Riverview and land parcel bounded by Lot 9, Lot 2001, 226 & 200 Duke Street to the west and Maribyrnong City Council to the east. When approved this Land Management Plan will form part of this permit. This plan must incorporate, but is not limited to, the following information:

(a) Current conditions, including vegetation cover, species present and extent of any weed infestation.

(b) Linked to the Soil and Fill Plan and Construction Environment Management Plan

(c) Detailed land rehabilitation and revegetation plan of disturbed or degraded land with indigenous plants of local provenance and the appropriate Ecological Vegetation Class.

(d) Management of rehabilitated areas.

(e) Weed control timing/responsibility/methods.

(f) Timeframes and persons responsible.

All works must be carried out in accordance with the Land Management Plan, to the satisfaction of the Responsible Authority. Any non-compliance identified by the Responsible Authority must be rectified immediately at no cost to Council.

Construction Environmental Management Plan & Early Earthworks Plan

46. Prior to works commencing, including any early works, a Construction Environmental Management Plan (CEMP) must be submitted to and approved by the Responsible Authority in consultation with Department of Environment, Land, Water and Planning (DELWP). The CEMP can be staged. When approved this Construction Environmental Management Plan will form part of this permit. This plan must incorporate, but is not limited to, the following information, as appropriate to the relevant stage of development:

(a) All works contained as part of the early earthworks package.

(b) A detailed site plan identifying waterways, native vegetation, contours.

(c) Measure to be taken to protect existing or presumed flora and fauna on the site.

(d) Measures to be taken to ensure that no polluted water and/or sediment laden runoff is discharged directly or indirectly into stormwater drains during the construction period.

(e) Control, removal and disposal of noxious weeds present within the site.

(f) Removal and disposal of soil/fill/rock from the site, including the location of legal sites for the placement of excess fill/material.

(g) Control of site emissions and noise during construction.

(h) All contractors are to be inducted into the requirements of this plan and this permit.

(i) Appropriate sediment control measures prior and during construction to prevent sediment discharge into the Maribyrnong River and surrounding environs in accordance with the relevant EPA pollution control guidelines.

(j) Appropriate vegetation protection measures prior and during construction in accordance with AS4970-2009 Protection of trees on development site.

(k) The location of the construction footprint, access ways and material machinery storage areas.

All development and works must be carried out in accordance with the Construction Environmental Management Plan, to the satisfaction of the Responsible Authority.

River Bank Stability Report

47. Prior to works commencing within 30m of the river bank, a report prepared by a suitably qualified and experienced engineer must be prepared and submitted to Council assessing the stability of the river bank in any section that is going to be closer than 30m to the retaining wall at the edge of the subject site. The report must outline measures required to maintain or increase bank stability at this 'pinch point' to reduce the likelihood of erosion or the river bank. All measures outlined in the report must be implemented to the satisfaction of the Responsible Authority.

Multi-Unit Residential Development

48. Provision must be made for a suitable structure or structures for receiving mail and newspapers. Such area/s shall be kept clean and tidy. The structure/s shall include separate provision for each dwelling to receive newspapers.

49. All service meters must be located in the front of the dwellings in a location easily accessible to the various authorities.

50. The electrical meter boxes must be within a suitable structure treated with appropriate materials to positively contribute to the amenity of the area and be to the satisfaction of the Responsible Authority.

51. All pipes, fixtures, fittings and vents servicing any building on the site (excluding downpipes, rain heads and gutters) must be concealed in service ducts or otherwise hidden from view to the satisfaction of the Responsible Authority.

52. Prior to the occupation of the dwellings hereby permitted all side, rear and internal fencing must be a minimum height of 1.8m above the finished ground level (except where visibility splays are required toward the front of the site) and be in good condition to the satisfaction of the Responsible Authority. The owner of the subject land must pay all costs associated with the construction / modification of the fence(s) (including materials), to the satisfaction of the Responsible Authority.

Private Waste Collection

53. Prior to the commencement of works, a Waste Management Plan must be submitted to the Responsible Authority for approval. Such plan must provide details of a regular garbage and recycling collection service to all dwellings on the subject land that do not have a frontage to Duke Street, including information regarding the type of refuse bins, frequency of refuse collection, type and size of waste collection vehicles, means of accessing bins and the proposed method of collection including the provision of swept path diagrams associated with collection vehicles, to the satisfaction of the Responsible Authority.

54. The Body Corporate must provide a regular private waste collection including a regular collection of recyclable materials for the land to the satisfaction of the Responsible Authority and in accordance with the Waste Management Plan approved under Condition 23 of this permit. Council's Waste Services Unit will not collect waste or recyclables from the dwellings that have access from the private roads.

Section 173 Agreement

55. Prior to the issue of the Statement of Compliance for any subdivision of the land, the owner of the land must enter into an agreement with the Responsible Authority pursuant to Section 173 of the *Planning and Environment Act* 1987 and such agreement shall require that:

(a) All future waste collection for all lots that do not have frontage to Duke Street will not be undertaken by Council but will require a private waste collection contractor to be engaged at the cost of the owner/s of the land.

(b) All internal roads, footpaths and landscaping within the site are private roads, footpaths and landscaping and these must be maintained by the owner/s of the land. Council is not responsible for the maintenance, repair or replacement of the roads, footpaths or landscaping.

(c) A copy of the Agreement must be brought to the attention of all prospective owners of the site.

Before the issue of the Statement of Compliance for this subdivision, application must be made to the Registrar of Titles to register the Section 173 Agreement on the title to the land under Section 181 of the Act.

The owner of the land must pay the reasonable costs of the preparation, execution and registration of the Section 173 Agreement.

Development Contribution

56. A Development Contribution in accordance with the approved Development Contributions Plan must be paid to Brimbank City Council.

The Development Infrastructure Levy (DIL) must:

(a) Be paid prior to the commencement of any development or works on the land or prior to Statement of Compliance (SOC) for the subdivision of the land associated with the development permit, whichever comes first; OR

(b) When a staged subdivision is sought, be paid prior to the issue of a Statement of Compliance based on the net increase in the number of new dwellings within each stage.

The Community Infrastructure Levy (CIL) must be paid prior to the issue of a building permit under the Building Act 1993.

Cultural Heritage

57. Works must cease immediately upon discovery of any Aboriginal cultural material, and Aboriginal Affairs Victoria shall immediately be notified of any such discovery.

58. Development on the subject land must cease immediately upon the discovery of any suspected human remains. The Police or State Coroner's Office must be informed of the discovery without delay. If there are reasonable grounds to suspect that the remains are Aboriginal, the discovery must also be reported to Aboriginal Affairs Victoria.

Department of Environment, Land, Water and Planning

59. Prior to any works commencing, plans detailing the location of any outfall drains proposed within Crown land (including any associated vegetation impacts and earthworks) must be submitted to and approved by the Responsible Authority and DELWP.

60. Stormwater treatment systems or other substantial drainage infrastructure other than approved outfall drain(s) must not be located within Crown Land to the satisfaction of DELWP.

61. There must be no storage of materials or machinery on Crown land during or after the construction except where approved under the CEMP.

62. All land disturbed as part of the construction of the outfall drains must be reinstated after the completion of the works back to the original state or landscaped as part of any approved Landscape Plan or Re-vegetation Plan.

63. No native vegetation must be damaged or removed on Crown land as a result of works, unless approval has been granted.

Road Safety Audit

64. DELETED

Street Tree

65. The owner must pay to the Responsible Authority a fee of $470 (including GST) for a future street tree replacement within Brimbank City Council.

66. A fenced tree protection zone must be established and maintained using methods set out in AS4970-2009 "Protection of Trees on a Development Site" for the entire duration of the works onsite for the remaining trees on the naturestrip.

67. Naturestrips must not to be used for the storage or delivery of any building materials.

Time Limit

68. This permit will expire if one of the following circumstances applies:

(a) The development is not started within three years of the date that this amended planning permit is issued,

(b) The development is not completed within five years of the date of this amended planning permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or:

(a) Within six months afterwards for commencement, or

(b) Within twelve months afterwards for completion.

Notes

(1) This is not a Building Permit. Please consult a Building Surveyor and ensure that a Building Permit is obtained prior to the commencement of works.

(2) Building Surveyor Note: A siting assessment has already been undertaken and therefore an assessment under Part 4 of the Building Regulations 2006 is not required.

(3) Approval must be obtained from Council's Engineering Department (Phone: 9249 4430) for the construction or alteration of any vehicle crossings prior to the commencement of any works on the site.

(4) Prior to any works commencing on site, an Asset Protection Permit must be obtained from Council's Engineering Department (Phone: 9249 4430).

(5) Any Melbourne Water conditions for connection of the private drainage system to the Maribyrnong River are to be provided to Council's Engineering Department.

(6) A copy of this permit and the endorsed plans must be provided to all builders and contractors who are to work on the site so that they are aware of the conditions to which this approval is subject.

(7) If there is a change in ownership or any change in detail of the payee for the landscape bond, a 'Transferral of Bond' form can be obtained from Council's City Planning Unit (9249 4606) ensuring the details of new payee of the landscape bond are transferred to the application.

(8) Please contact Council's Development Contribution Plan (DCP) Officer to make payment or for any queries in relation to the Development Contributions payable under this permit.

A calculator is provided on Council's website to provide the indicative levy at: https://www.brimbank.vic.gov.au/building-and-planning/development-contributions-plan .

(9) All works must comply with the *Aboriginal Heritage Act 2006*.

(10) Except where otherwise stated, commencement of works does not apply to early earthworks which is defined as site cut, levelling, pile driving, and retaining walls.

12.4	Integrated Water Management Update
Directorate	City Futures
Director	Kelvin Walsh
Manager	Michelle van Gerrevink
Attachment(s)	1. Maribyrnong Catchment IWM Action Plan DRAFT FOR ISSUE [12.4.1 - 56 pages] 2. Werribee Catchment IWM Action Plan DRAFT FOR ISSUE [12.4.2 - 42 pages] 3. Brimbank Sustainable Water Strategy Review Final Report - Feb 2024 [12.4.3 - 9 pages]

Purpose

To provide an update on the Catchment Integrated Water Management Plans; and the review and planned update to the Sustainable Water Management Strategy 2013 - 2023.

Officer Recommendation

That Council:

a. Notes the Maribyrnong and Werribee Catchment Integrated Water Management Plans shown at Attachment 1 and 2.

b. Writes to the Maribyrnong and Werribee Integrated Water Management Forum Chairs giving in principle support for the Maribyrnong and Werribee Catchment Integrated Water Management (IWM) Plans and requesting:
   i. That the lead in the Maribyrnong IWM Plan for the Stony Creek and Albion Quarter precinct project be changed to the Department of Transport and Planning.

   ii. That changes are made to the strategic outcomes for actions where Council is a lead or partner to ensure they are correctly linked.

c. Notes the review of the Brimbank Sustainable Water Management Strategy 2013 – 2023, shown at Attachment 3.

d. Notes that Council officers will engage with the Brimbank Community Voice to inform the development of the draft Brimbank Integrated Water Management Strategy.

Background

Victoria's Integrated Water Management Forums (IWM Forums) are made up of representatives from local government, water corporations, Traditional Owners, and State Government agencies including the Department of Energy, Environment and Climate Action (DEECA). In metropolitan Melbourne the IWM Forums are geographical bound by water catchments. Brimbank City Council (Council) is part of both the Maribyrnong and Werribee IWM Forums.

The purpose of the IWM Forums is to identify, prioritise and oversee the implementation of collaborative water opportunities across Victoria. Recently the IWM Forums developed draft actions plans to help prioritise projects that may not be possible for a single organisation to deliver by itself. Projects within the draft action plans have a greater likelihood of receiving State Government funding. Feedback about the draft Plans is required by 1 March 2024.

In addition to participating in the IWM Forums, Council delivers many functions, programs and projects in which water plays a major role. These include planning, urban design, flood mitigation, conservation and irrigation of sports ovals and parks.
To effectively manage those projects Council developed the Brimbank Sustainable Water Management Strategy 2013 – 2023 (Strategy). The Strategy provided high-level objectives and actions to facilitate Brimbank's transition to a water sensitive city with healthy waterways.

The Strategy is due for update and to commence this process Council officers have reviewed the strategy and are preparing to undertake engagement activities to inform the development a new draft Strategy.

Matters for Consideration

IWM Forum Catchment Integrated Water Management Plans

The IWM Forums have developed draft plans over the past 12 months and the draft Maribyrnong Catchment Integrated Water Management Plan (draft Maribyrnong Plan) and the draft Werribee Catchment Integrated Water Management Plan (draft Werribee Plan) is shown at Attachment 1 and 2 respectively. These have been provided to Council for a final round of feedback.

Council officers have participated in the development of the draft Maribyrnong Plan and the draft Werribee Plan and prioritisation of actions. The actions where Council are either a lead or partner are:

Draft Maribyrnong Plan

- Green Gully Stormwater Harvesting Expansion. (Led by Brimbank City Council)
- Copernicus Way Reserve Wetland and Stormwater Harvesting. (Led by Brimbank City Council)
- Lower Stony Creek priority project. (Led by Maribyrnong City Council)
- Stony Creek and Albion Quarter precinct. (Identified lead is Brimbank City Council)

Draft Werribee Plan

- Greening the pipeline Zone 9 (Brooklyn) masterplan. (Led by Melbourne Water)

In addition, both draft Plans contain systemic enabling actions which are relevant to all IWM Forum members. These include actions such as developing a WSUD asset management framework, clarifying roles and responsibilities, developing an IWM investment framework, among others.

The draft Maribyrnong Plan and the draft Werribee Plan have been reviewed by Council officers, who have suggested some minor changes, including:

- Changing the lead for Stony Creek and Albion Quarter precinct project to Department of Transport and Planning (DTP). This project is being led by DTP however it was Council officers who requested the project be included in the draft Maribyrnong Plan. DEECA (the author of draft Plans) then mistakenly listed Council as the lead.
- Ensuring the correct strategic outcomes are highlighted for the actions Council is a lead or partner in. There are seven strategic outcomes identified in the draft

Plans and each action is linked to one or more of those strategic outcomes. For actions where Council is a lead or partner, Council officers identified that not all strategic outcomes were correctly linked and recommended that that be rectified.

The actions identified in the draft Plans where Brimbank is the lead organisation (Green Gully Stormwater Harvesting Expansion, Copernicus Way Reserve Wetland and Stormwater Harvesting) are identified in Council's 10 Year Capital Works Program. Budget to support the delivery of these actions will be sought through both Melbourne Water and Greater Western Water grants programs.

Brimbank Sustainable Water Management Strategy Review 2013 – 2023

Council officers have conducted a review of the Brimbank Sustainable Water Management Strategy 2013 – 2023 (the Strategy) which is shown at Attachment 3. The review was conducted through an assessment of the status of actions within the Strategy and feedback from interviews with Council officers across Urban Design, Engineering Services, Facilities & Major Projects, Parks Services and Leisure & Community Infrastructure. Melbourne Water and Greater Western Water were also engaged as part of the Strategy review.

The review found that significant progress has been made in making Brimbank a water sensitive city. The Strategy included 34 actions and the review identified that progress had been made on all 34:

- Five actions have been completed
- Fifteen actions are ongoing
- Eight actions were partly completed
- Six are progressing through other government programs.

The review report shown at Attachment 3 provides further detail on the status of the Strategy's actions.

The review identifies the following considerations for the development of the next Strategy:

- Rename the Strategy to the 'Brimbank Integrated Water Management Strategy' to better align to current water management governance and our key stakeholder partners.
- Improve the clarity of the high-level objectives within the Strategy.
- Increase the focus on data collection and management supported by a Monitoring, Evaluation, Reporting and Improvement (MERI) framework.
- Upgrade Council's water asset maintenance program through prioritised actions, regular audits, better data management, clear processes and well-understood roles and responsibilities.
- Improve engagement with Traditional Owners on relevant water-related initiatives and activities.
- Engage private developers to facilitate the adoption of best practice IWM.

Council officers will progress the development of a new Strategy in 2024.

Community Engagement

It is proposed that preliminary community engagement is undertaken with the Brimbank Community Voice in March 2024, to inform preparation of the new draft Strategy. The draft Strategy would be presented to Council seeking support to undertake community consultation.

Resource And Risk Implications

The actions identified in the IWM Forum plans where Brimbank is the lead organisation are also identified within Council's 10 Year Capital Works Program. The resources required to deliver those projects will likely come from a combination of Council and partner organisation grant funding.

Resource requirements for the development of a new Strategy can be met within the Annual Budget 2023-2024.

Environmental: impacts on environmental sustainability, including water/waste management, climate change, and contaminated land
• Yes – The development of a new water focused Strategy will help ensure Council delivers water assets and water related projects in the most efficient and effective manner. This Strategy will lower Council's environmental risk and build resilience to climate change.

Legislation / Council Plan / Policy Context

This report supports the Council Plan 2021-2025 strategic direction and objective of:

2. Places and Spaces - Liveable and connected neighbourhoods that support healthy and sustainable futures - A green place for all
• Sustainable and Green - Protect natural environments for current and future generations.

An action in the Council Plan – Year 3 Action Plan 2023-2024 is to update the Brimbank Sustainable Water Management Strategy 2013 – 2023 and continue working with key partners and authorities on integrated water management.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

Maribyrnong Catchment Integrated Water Management Plan

Actions for Delivery



DRAFT

Draft
December 2023

Integrated Water Management Forums

VICTORIA State Government | Energy, Environment and Climate Action

Acknowledgement of Victoria's Aboriginal communities

The Maribyrnong IWM Forum proudly acknowledges Victoria's Aboriginal communities and their rich culture and pays its respects to their Elders past and present. The Maribyrnong also recognises the intrinsic connection of Traditional Owners to Country and acknowledges their contribution to the management of land, water and resources.

We acknowledge Aboriginal people as Australia's first peoples and as the Traditional Owners and custodians of the land and water on which we rely. We recognise and value the ongoing contribution of Aboriginal people and communities to Victorian life and how this enriches us. We embrace the spirit of reconciliation, working towards the equality of outcomes and ensuring an equal voice.

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DRAFT

Foreword

We are witnessing an historic transformation of the Maribyrnong catchment as more people choose to live, work and visit this vibrant and beautiful region of Victoria.

With urban and regional development moving swiftly to accommodate population growth, we too must move swiftly to work together to protect and enhance the natural character of the region, most notably the treasured Maribyrnong River, a unique environment and resource with strong natural and cultural heritage significance that provides benefits to Melbourne's growing western and northern suburbs, as well as rural areas of the upper catchment.

The Maribyrnong Integrated Water Management (IWM) Forum brings together many dedicated and forward-looking water industry stakeholders, including water corporations, Wurundjeri Woi-Wurrung Cultural Heritage Aboriginal Corporation, Bunurong Land Aboriginal Council, and local government representatives to ensure our opportunities for continued prosperity don't come at a cost to our iconic natural environments.

The pressures from climate change, rapid population growth and urbanisation demand that we realign the way in which we plan and design our cities and manage our natural resources. These challenges require water to be at the centre of the urban planning process.

As Chair of the Maribyrnong IWM Forum, I take this opportunity to celebrate the remarkable accomplishments of our Forum and Working Group members since the IWM Forums were established in 2018. Over the last five years, we have achieved significant milestones towards embedding IWM in urban planning processes.

I would also like to acknowledge the deep commitment of all Forum Members and the hard work of the Working Group members and DEECA staff to produce this *Catchment Scale IWM Plan: Actions for Delivery*.

The plan demonstrates a pivotal shift, where our endeavours are not just aspirational, but are focused on tangible delivery and meaningful outcomes. It provides a launching pad to guide investment in IWM over the next 10 years, with Forum partners working together to deliver on-the-ground IWM projects, unlock new investment opportunities, and address urgent challenges.

The challenges we face require sustained effort by all parties and our dedication to key enabling policy work will be a continued focus as we look ahead.

Rohan Henry
Chair of the Maribyrnong IWM Forum

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Acknowledgements

The Maribyrnong Catchment Integrated Water Management Plan: Actions for Delivery has been developed by the Maribyrnong Integrated Water Management (IWM) Forum. Members of this forum include the Chief Executive Officers, Executive Directors and Managing Directors of the following organisations:

Brimbank City Council

Bunurong Land Council Aboriginal Corporation

City of Melbourne

Greater Western Water

Hobsons Bay City Council

Hume City Council

Macedon Ranges Shire Council

Maribyrnong City Council

Melbourne Water

Merri-bek City Council (formerly Moreland City Council)

Moonee Valley City Council

Southern Rural Water

State Government of Victoria, Department of Energy, Environment and Climate Action

State Government of Victoria, Victorian Planning Authority

Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation

Yarra Valley Water

This plan represents the collective aspirations and intent of these organisations and has been developed through a collaborative process. The plan development process was facilitated by the Department of Energy, Environment and Climate Action (DEECA) and overseen by the Maribyrnong IWM Forum Working Group. The plan has been developed with assistance from E2Designlab.

The Maribyrnong IWM Forum is grateful to the Maribyrnong IWM Working Group for the time and technical expertise they dedicated to guide the development of this plan.

The Maribyrnong IWM Forum acknowledges the Traditional Owners as original custodians who have managed land and water sustainably over thousands of generations and who maintain an active connection to Country. Traditional Owners hold the knowledge, stories, custodial obligations, and cultural expertise that has always ensured the health of waterways and river Country. Each Traditional Owner group within the Maribyrnong IWM Forum holds the cultural authority to speak for water, rivers, and river Country within their traditional region.

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Integrated water management in the Maribyrnong catchment

Victorians face a future with less water due to climate change and population growth. We need to act now and rethink the ways we manage our water resources.

Integrated water management (IWM) is a holistic approach to managing water that takes into account the interconnected nature of water and land systems and considers the social, cultural, economic, and environmental aspects of water use.

IWM can be applied at all scales, from waterway catchments to smaller suburbs and towns, and even down to individual streets and houses. Solutions identified through IWM can improve water security, reduce degradation of waterways and bays, reduce flood risks, rehabilitate ecosystems, create vibrant open spaces, and support peri-urban agriculture. This enhances climate change resilience and improves the health and well-being of communities and the amenity and liveability of cities.

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The Maribyrnong catchment

Vision

The community and environment of the Maribyrnong catchment are healthy, thriving and resilient, and the catchment's unique characteristics are valued and celebrated.

Catchment condition and challenges

The Maribyrnong catchment, extending south from the southern slopes of the Great Dividing Range at Mount Macedon to where the Maribyrnong and Yarra Rivers meet upstream from Port Phillip Bay, covers about 1,580 square kilometres. The landscape of the Maribyrnong catchment varies from agricultural areas, parks and natural woodlands and grasslands to densely populated inner urban areas closer to the city. Within the Maribyrnong catchment are the traditional lands of the Wurundjeri Woi-wurrung and the Bunurong peoples.

The Maribyrnong River (Mirring-gnay-bir-nong, meaning 'I can hear a ringtail possum') flows 160 kilometres in a south-easterly direction to where the Maribyrnong and Yarra Rivers meet upstream from Port Phillip Bay. Waterway health is strongly linked to land use, with the upper reaches of waterways in a more natural condition than those in urban areas. Sensitive tributaries in the previously undeveloped northern areas of the catchment, particularly around Sunbury and in the Macedon Ranges, are at risk from increasing urban runoff volumes where development is proposed. Water quality deteriorates downstream, due to agriculture, urban development and the resulting stormwater pollution.

The catchment has an estimated population of 612,000 people and is predicted to nearly double by 2050. Significant areas of the catchment are undergoing rapid urban residential development, encroaching on areas used to support agriculture, natural woodlands and grasslands. The densification of Melbourne's inner and middle ring suburbs around Arden Macaulay, Defence Site Maribyrnong, Sunshine, coupled with rapid growth through the outer catchment, highlights the need for integrated catchment planning and management.

The catchment draws some of its potable water supply from Rosslynne Reservoir in Gisborne, but is increasingly reliant on the Melbourne water supply system. Supply and demand modelling for townships in the north of the catchment indicate a likely water supply shortfall in the future and the need for system augmentations to accommodate the Sunbury growth area and surrounds.

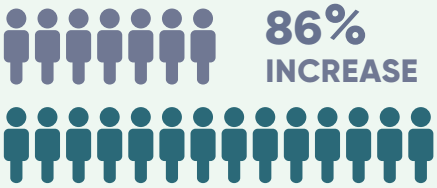
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There are several locally managed wastewater treatment plants such as Gisborne, Riddells Creek, Romsey, Woodend and Sunbury in the catchment that could provide recycled water for use. By increasing alternative water supplies to farmers, there is an opportunity to support economic growth in the region.

The future climate will be hotter and drier, with lower rainfall expected over the naturally dry catchment, which will decrease river flows, placing further strain on the health of waterways. While there will be a reduction in average annual rainfall, the catchment is predicted to see more frequent and more intense rainfall events that will increase the risk of flooding in the lower catchment. There are opportunities to harvest, treat and reuse urban stormwater that can help alleviate the impact of flooding while supporting green and cooler landscapes, enhance liveability and reduce the impacts of stormwater on creeks and rivers.

POPULATION GROWTH

612,000 2021
1,140,000 BY 2050



[1] State Government of Victoria (2019). Victoria in Future 2019 (VIF2019).
[2] State Government of Victoria (2022). Central and Gippsland Region Sustainable Water Strategy. Final Strategy.

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The role of IWM

Maribyrnong is facing a hotter and drier climate; more severe and frequent storms, bushfires and floods; population growth; water scarcity; cost of living pressures; and the need to invest in new infrastructure while managing rising construction costs.

To meet this challenge, we all have a role to play on our shared journey toward improved resilience and sustainability. Together, we can achieve better collective value, leading to outcomes that positively impact every member of our community.

By managing the whole water cycle, we can achieve a wider range of outcomes including:



conserving our precious drinking water supplies by using alternative water supplies (such as high-quality recycled water), for particular purposes



supporting greener, cooler streets and parks, and creating vibrant public spaces



contributing to healthier rivers, creeks, wetlands and our bay through improving the quality of water that flows to these systems



helping to mitigate flood risks



improving productivity and prosperity of agriculture and Victorian businesses.

This can all be delivered while providing the same or improved level of water services for supply, wastewater management and drainage. Strategic outcomes for IWM for the catchment that deliver these benefits are described on page 7.

Collaboration is key to the success of this plan

Creating a resilient and liveable future is a shared responsibility. Sixteen stakeholder organisations (referred to as IWM Forum partners) in the Maribyrnong catchment are working together to respond to regional challenges and local issues. This approach embraces the co-delivery of on-the-ground outcomes to progressively transform the way we manage our urban water resources and catchments. In turn, this will deliver greater benefits for the region than can be achieved by any one organisation in isolation.

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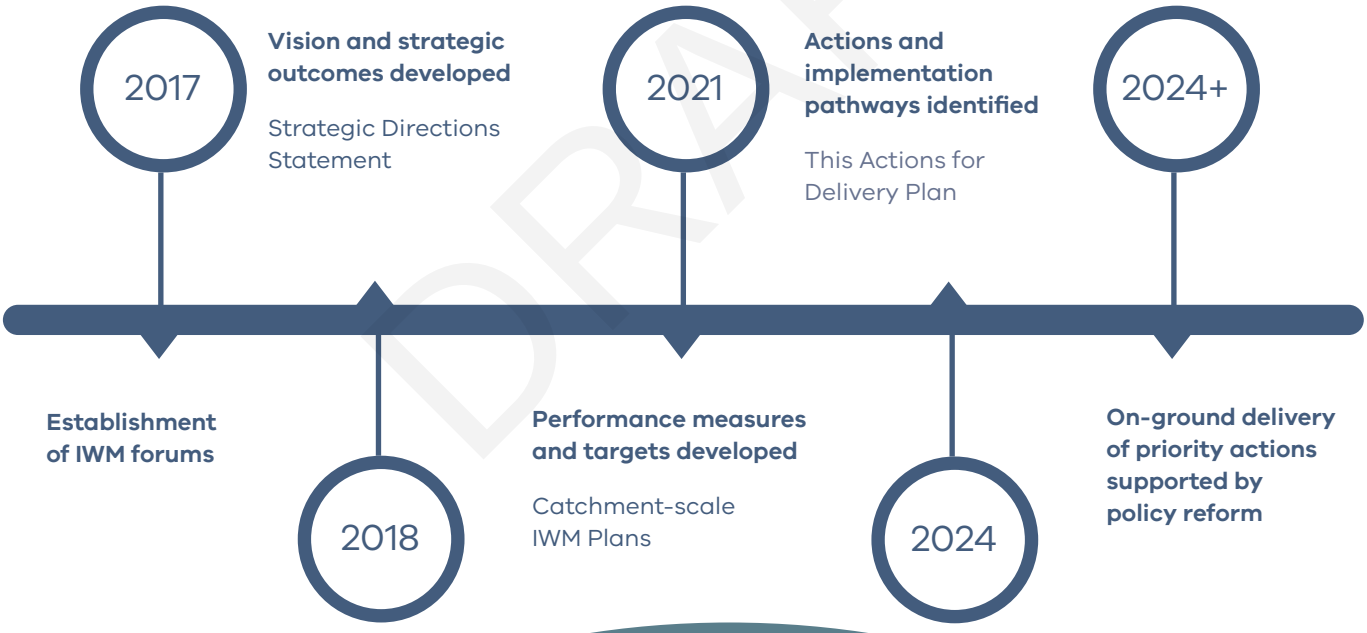
Our journey

Following the establishment of IWM Forums in Metropolitan Melbourne in 2017, each Forum collaboratively developed an agreed vision underpinned by 7 strategic outcomes. These are articulated in the Strategic Directions Statement for each catchment, published in 2018 and available online.

From 2019 to 2021, IWM Forum partners worked together through a rigorous and collaborative process to develop measures and targets for each outcome area in each catchment. These are articulated in the *Catchment-scale IWM Plan: Targets Driving Outcomes* for each catchment, published in 2022 and available online.

Since early 2022, the forums have been developing a suite of strategic actions that deliver the greatest advances towards the targets. The priority actions are captured in the *Catchment-scale IWM Plan: Actions for Delivery* for each catchment (this document) and will define the forward journey for each Metropolitan Melbourne IWM Forum. We will monitor and report on their progress against the IWM targets and identified actions.

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IWM is a major pillar of the other local and regional planning strategies that are needed to achieve a liveable and resilient Melbourne. This plan bridges the gap between and across these strategies, in particular:

- *Central and Gippsland Region Sustainable Water Strategy 2022*
- *Water is Life: Traditional Owner Access to Water Roadmap 2022*
- *Greater Melbourne Urban Water System Strategy 2022*
- *Flood Management Strategy for Port Phillip and Western Port 2021-2031*
- *Victoria's Climate Change Strategy 2021*
- *Healthy Waterways Strategy 2018-2028*
- *Melbourne Sewerage Strategy 2018*
- *Council Community Plans, Climate Change and Water Plans*

From planning to delivery

We have taken the time to define what we want and our pathway forward. We are now ready to act and implement actions for the benefit of the Maribyrnong catchment as well as the region.

What we are aiming to deliver

Strategic outcomes

The *Strategic Direction Statements* articulate the vision and strategic outcomes for each catchment. Strategic outcomes adopting the IWM approach are:: safe, secure and affordable water supplies in an uncertain future; effective and affordable wastewater systems; managed existing and future flood risks and impacts; healthy and valued waterways and marine environments; healthy and valued urban, rural agricultural and green landscapes; community values reflected in place-based planning; and jobs, economic benefits and innovation. Each strategic outcome will play a significant role in shaping the liveability, prosperity and resilience of the community living in the Maribyrnong catchment as well as the Greater Melbourne region.

Each priority action listed in this plan supports one or more of the IWM strategic outcomes and will bring us a step closer to achieving Maribyrnong's vision.

Indicators, measures and targets

Indicators, measures and targets further define the strategic outcomes, and for each catchment are articulated in the *Catchment-scale IWM Plans: Targets Driving Outcomes*. These plans reflect important indicators and measures for IWM forum partners to adopt.

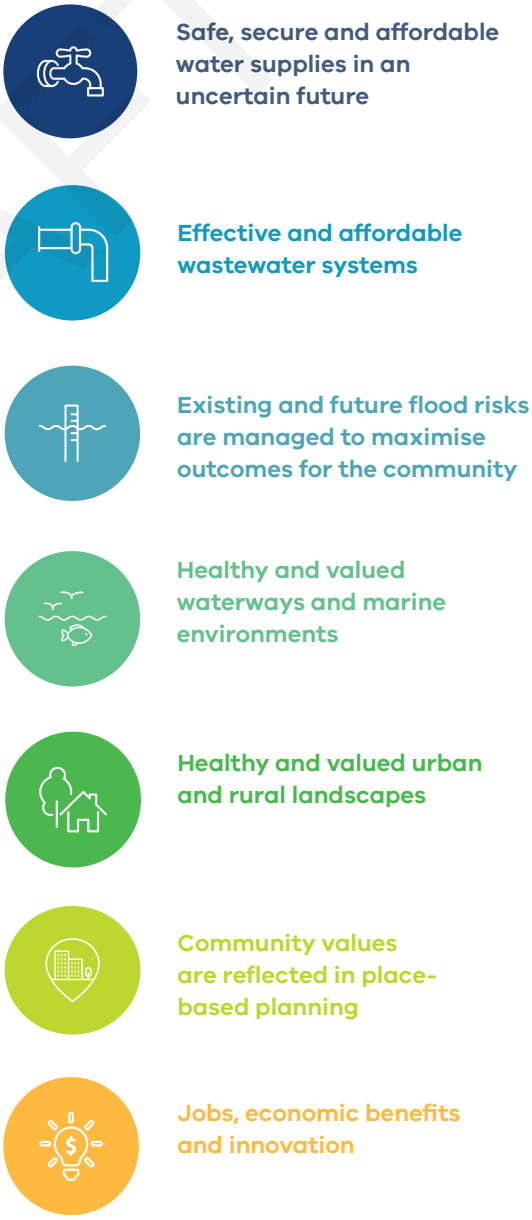


Figure 1. Strategic Outcomes

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What is this plan

The *Maribyrnong Catchment Integrated Water Management Plan: Actions for Delivery* is one of five such plans: one for each of the catchments in Metropolitan Melbourne (i.e. Dandenong, Maribyrnong, Werribee, Western Port and the Yarra). Collectively, these are referred to as 'Catchment-scale IWM Plans: Actions for Delivery'.

Each plan includes outcome-focused actions at a range of scales, which are complementary and reinforcing, to improve the resilience, liveability and sustainability of our urban areas and the environment.

The priority actions in this plan, combined with locally important projects, and new actions that will be identified in the future, are all part of how we will deliver our catchment and regional targets.

How this plan was developed

These plans have been developed by the partners of the Maribyrnong IWM Forum in collaboration with partners of Yarra, Dandenong, Western Port and Werribee IWM Forums. IWM Forums provide member organisations with a transparent process to enhance or accelerate IWM initiatives and coordinate IWM across organisational and geographic boundaries.

IWM Forum partners worked together to decide on the key actions to take forward as part of this plan.

Strategic Directions Statement (2018)

- Vision and strategic outcomes for the catchment
- The case for putting IWM into practice
- Priority actions to deliver strategic outcomes for the catchment

Catchment-scale IWM Plan: Targets Driving Outcomes (2022)

- Performance indicators and measures to track progress towards each strategic outcome
- Outcome-focused targets, where relevant, to define the desired state by 2030 and 2050

Catchment-scale IWM Plan: Actions for Delivery (this document)

- Priority structural and enabling actions to contribute to delivering outcomes for the Maribyrnong catchment as well as for the Greater Melbourne region

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How will this plan be used

The Maribyrnong Catchment Integrated Water Management Plan: Actions for Delivery will support water planning and management over the next 10 years (2024–2034), which will deliver clear outcomes for the catchment. It outlines a suite of priority projects agreed on by all organisations involved in the management of water, working together towards a common vision. Many more locally important projects are being pursued, which collectively contribute to the strategic outcomes of the catchments.

The plan will be used by IWM Forum partners to guide investment. It will be a living plan, to be reviewed regularly. Organisations will use their best endeavours to progress projects using the priority action lists for infrastructure planning and when making investment decisions. Future actions will be identified through updates to the plan.

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Working with Traditional Owners

This section is being drafted with Traditional Owner groups and will be included in the final document.

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Priority actions to respond to catchment challenges

What are priority actions?

Priority actions are important initiatives to help protect the region's distinctive character while delivering alternative water supplies for open space irrigation and agricultural purposes, and reducing stormwater pollutant loads to protect local waterways and the Yarra River. Some are structural and others aim to resolve key water management barriers. Priority actions are structural, systemic enabling or place-based.

In September 2023, Forum Members agreed on 35 priority structural actions across the catchment. More information on these priority actions is provided in the 'Structural actions' section (page 15).

While progressing structural actions, IWM Forum partners recognise the need to simultaneously work towards resolving key barriers and challenges to the delivery of IWM, including funding, policy, regulation and, more broadly, governance, institutional challenges and planning.

There are 15 systemic enabling actions identified and listed in the 'Systemic enabling actions' section (page 23). To deliver the necessary changes in industry practice, some actions will require a program of activities. It may take several years to progressively shift practice and unlock change.

Thirteen priority place-based enabling actions are listed in the 'Place-based enabling actions' section (page 25).

35 structural actions (Page 15)

Structural actions provide benefits that can be quantified. They deliver on-the-ground infrastructure, such as an alternative water supply network, or natural assets, such as wetlands, raingardens, rivers, creeks, trees and vegetation.

15 systemic enabling actions (Page 23)

Systemic enabling actions help transition from conventional water management to IWM. Priority actions address key regional challenges.

13 place-based enabing actions (Page 25)

Place-based enabling actions help address local and site-specific issues.

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Impact of IWM actions on the Maribyrnong catchment by 2050

We are already tracking what we have achieved and what we expect this plan to deliver for the Maribyrnong catchment. Some key benefits expected by 2050 are shown below.



Figure 2. Benfits of IWM actions on the Maribyrnong catchment by 2050

Attachment 12.4.1

Part of a bigger picture

IWM requires collective effort across the entire Metropolitan Melbourne region. In Metropolitan Melbourne, there are a total of 135 priority structural actions and 51 priority place-based actions.

Collectively the actions will shape the liveability, prosperity and resilience of the region. These are significant impacts that would otherwise not be realised through a less collaborative approach.

If all priority actions are delivered across the 5 Metropolitan Melbourne Forum areas, we will diversify our water supplies, improve catchment and waterway health, and sustain local food production.

Potable water substitution

By 2030, the priority actions can deliver 43 GL/year of alternative water to substitute for drinking water, against a target of 53 GL/year. By 2050, the priority actions can deliver 145 GL/year of alternative water, against a target of 150 GL/year.

2030



81% of target met

2050



97% of target met

Recycled water

By 2030, the priority actions can deliver 67 GL/year of recycled water to customers, against a target of 85 GL/year. By 2050, the priority actions can deliver 137 GL/year of recycled water, against a target of 230 GL/year.

2030



79% of target met

2050



60% of target met

Stormwater reduction

By 2030, the priority actions can deliver a 44 GL/year reduction in the volume of stormwater runoff entering waterways, against a target of 70 GL/year. By 2050, the priority actions can reduce stormwater runoff volume by 79 GL/year, against a target of 197 GL/year.

2030



63% of target met

2050



40% of target met

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Water for the environment

By 2030, the priority actions can secure 43 GL/year of water for the environment to improve waterway health, against a target of 54 GL/year for the year 2032[1]. By 2050, the priority actions can secure 56 GL/year of water for the environment.

2032



80% of target met

Agricultural production

By 2030, the priority actions can deliver 43 GL/year of alternative water for agricultural production, against a target of 63 GL/year. By 2050, the priority actions can deliver 54 GL/year of alternative water for agricultural production, against a target of 112 GL/year.

2030



68% of target met

2050



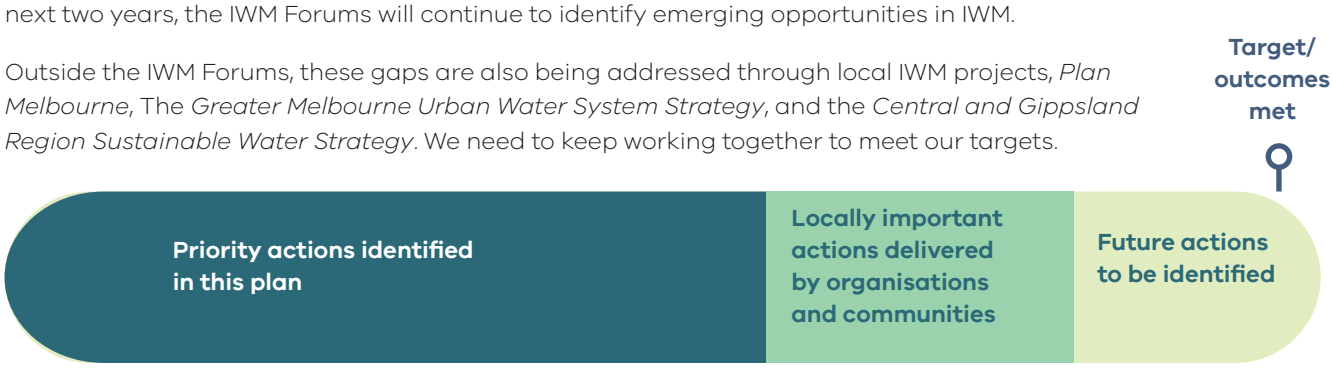
48% of target met

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Progress towards our targets

If we successfully deliver on this plan, we will be about 60% of the way towards meeting our 2050 targets. Some gaps still remain, particularly in reducing stormwater runoff. Over the next two years, the IWM Forums will continue to identify emerging opportunities in IWM.

Outside the IWM Forums, these gaps are also being addressed through local IWM projects, *Plan Melbourne*, The *Greater Melbourne Urban Water System Strategy*, and the *Central and Gippsland Region Sustainable Water Strategy*. We need to keep working together to meet our targets.



[1] The target for returning water to the environment comes from the *Central and Gippsland Region Sustainable Water Strategy*. The strategy does not include a 2050 target.

Attachment 12.4.1

Structural actions overview

The next decade will see activities undertaken by Forum partners that will progress actions towards construction.

The 35 priority structural actions are at different stages of progress, from ideas development, to feasibility and concept, business case, detailed design and construction. By their very nature, IWM actions deliver multiple outcome-based objectives (e.g. provision of an alternative water supply, water quality improvement, or waterway or landscape enhancement) and these are summarised in Table 2. These are significant large-scale actions that will be complemented by many other local actions (not detailed in this plan). Priority actions can be categorised according to IWM outcomes as:

- 24 water supply actions (of which one is recycled water and 23 are stormwater)
- 8 water quality improvement and/ or waterway enhancement actions
- 3 flood impact reduction/mitigation actions (which also provide stormwater as an irrigation supply to irrigate local ovals).

Figure 3 and Table 1 outline the priority structural actions for the Maribyrnong catchment. A more detailed description of these actions is provided on pages 29-37.

24x

Water supply actions

1 x recycled water and 23 x stormwater

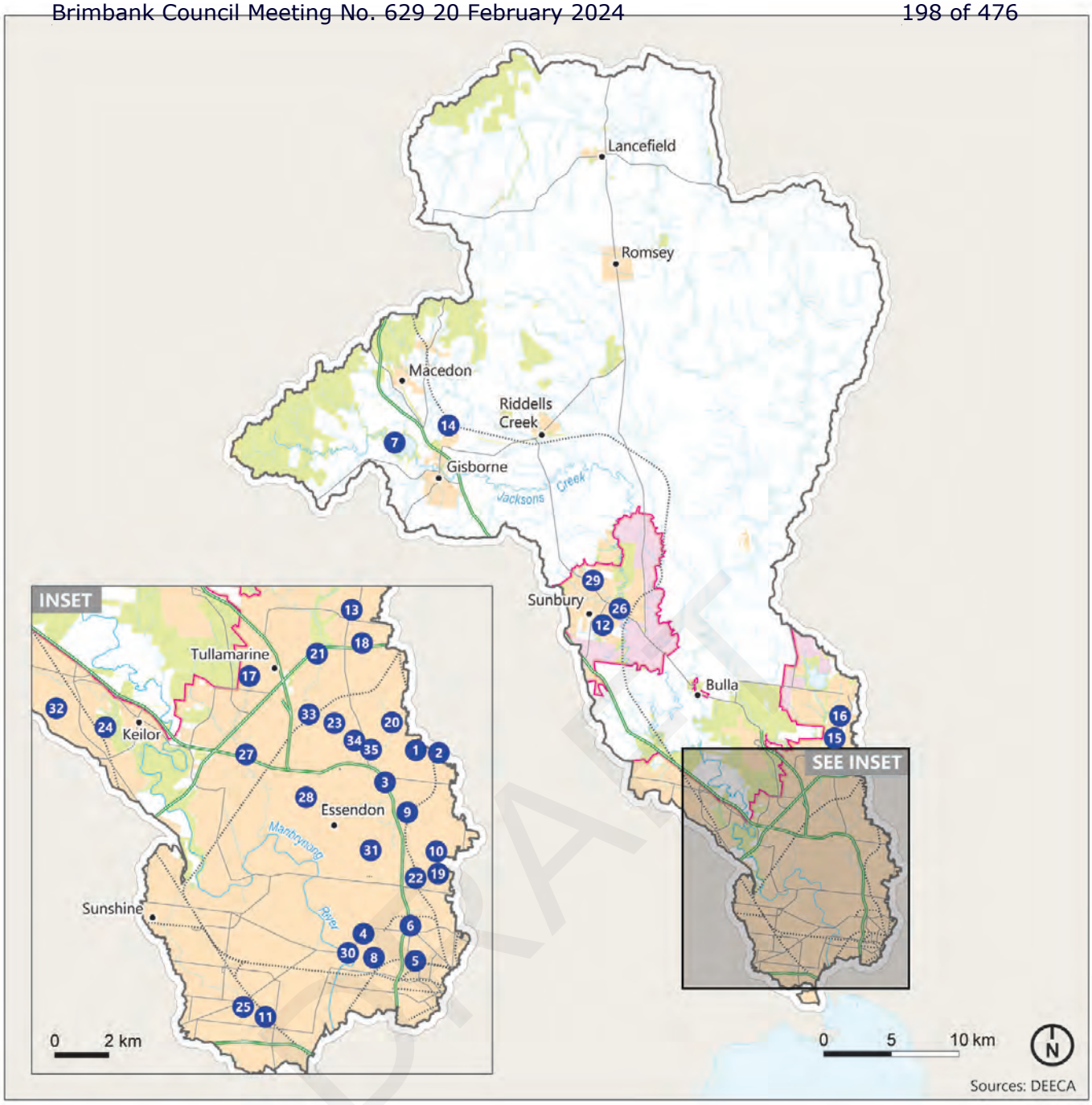
8x

Water quality improvement and / or waterway enhancement actions

3x

Flood impact reduction/ mitigation actions

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- Town
- Freeway
- Major Road
- Rail
- River or Major Creek
- Minor Creek
- Urban Area
- Growth Area
- Urban Growth Boundary
- Reserve

1. IWM Zone 2 - Northwest of Melville Catchment - Reaburn Reserve
2. IWM Zone 1 - North East - Harmony Park
3. Mitchell Reserve Pascoe Vale College
4. levers Reserve Stormwater Harvesting and Flood Management
5. Arden Stormwater Harvesting
6. Princes Park Stormwater Harvesting
7. Sunbury Stormwater Harvesting Scheme
8. JJ Holland Stormwater Harvesting and Flood Management
9. Dunstan Reserve Stormwater Harvesting
10. A G Gillon Oval Stormwater Harvesting
11. Lower Stony Creek Priority Project
12. O'Brien St Stormwater Harvesting
13. Passive Irrigation of Street Trees
14. Macedon Ranges Regional Sports Precinct Stormwater Harvesting
15. John Ilhan Stormwater Harvesting
16. Buchan Street Reserve Stormwater Harvesting
17. Leo Dineen Reserve Stormwater Harvesting
18. Anderson Reserve Stormwater Harvesting
19. Gilpin Park Wetland
20. K W Joyce Reserve Raingarden
21. Moonee Boulevard Wetland
22. Wylie Reserve Stormwater Harvesting
23. John Pascoe Fawkner Raingarden and Stormwater Harvesting
24. Green Gully Stormwater Harvesting Expansion
25. Stony Creek and Albion Quarter Precinct
26. The Nook Recycled Water Supply
27. AJ Davis Reserve Stormwater Harvesting
28. Buckley Park Wetland and Stormwater Harvesting
29. Spavin Lake Water Quality Improvements
30. Newell's Paddock Wetlands Enhancement - Stages 2 & 3
31. Queens Park Stormwater Harvesting
32. Copernicus Way Reserve Wetland and Stormwater Harvesting
33. Boeing Reserve Swale Raingarden
34. Reimagining Moonee Ponds Creek Stage 1
35. Reimagining Moonee Ponds Creek Stage 2

Figure 3. Map of priority structural actions for the Maribyrnong catchment

Attachment 12.4.1

Table 1. Overview of priority structural actions for the Maribyrnong catchment

IWM action	Strategic outcomes
IWM zone 2 – northwest of Melville catchment – Raeburn Reserve	
IWM zone 1 – north east – Harmony Park	
Mitchell Reserve Pascoe Vale College	
Levers Reserve stormwater harvesting and flood management	
Arden stormwater harvesting	
Princes Park stormwater harvesting	
Sunbury stormwater harvesting scheme	
JJ Holland stormwater harvesting and flood management	
Dunstan Reserve stormwater harvesting scheme	
A G Gillon oval stormwater harvesting	
Lower Stony Creek priority project	
O'Brien Street stormwater harvesting	

Shade scale



No Impact Impact

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Lead agency	Implementation partners	Status
Merri-bek City Council	Melbourne Water	
Merri-bek City Council	Melbourne Water	
Merri-bek City Council	Melbourne Water	
City of Melbourne	Melbourne Water	
Greater Western Water	City of Melbourne, Melbourne Water, Victorian Planning Authority, Development Victoria, Department of Transport	
City of Melbourne	Greater Western Water	
Melbourne Water	Greater Western Water, Hume City Council, DEECA	
City of Melbourne	Melbourne Water	
Merri-bek City Council	Melbourne Water	
Merri-bek City Council	Melbourne Water	
Maribyrnong City Council	Melbourne Water, Brimbank City Council	
Hume City Council	Melbourne Water	

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Strategy opportunity status

Ideas development | Feasibility and concept | Business case | Detailed design | Construction | Benefit realisation

Attachment 12.4.1

Table 1. Overview of priority structural actions for the Maribyrnong catchment

IWM action	Strategic outcomes
Passive irrigation of street trees	
Macedon Ranges regional sports precinct stormwater harvesting	
John Ilhan stormwater harvesting	
Buchan Street Reserve stormwater harvesting	
Leo Dineen Reserve stormwater harvesting	
Anderson Reserve stormwater harvesting	
Gilpin Park wetland and harvesting	
K W Joyce Reserve raingarden	
Moonee Boulevard wetland	
Wylie Reserve stormwater harvesting	
John Pascoe Fawkner raingarden and stormwater harvesting	
Green Gully stormwater harvesting expansion	

Shade scale



No Impact Impact

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Lead agency	Implementation partners	Status
Hume City Council	To be agreed	
Macedon Ranges Shire Council	Melbourne Water	
Hume City Council	Melbourne Water	
Hume City Council	To be agreed	
Hume City Council	To be agreed	
Hume City Council	To be agreed	
Merri-bek City Council	Melbourne Water	
Merri-bek City Council	Melbourne Water	
Merri-bek City Council	Melbourne Water	
Merri-bek City Council	Melbourne Water	
Merri-bek City Council	Melbourne Water	
Brimbank City Council	To be agreed	

Strategy opportunity status

Ideas development | Feasibility and concept | Business case | Detailed design | Construction | Benefit realisation

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Attachment 12.4.1

Table 1. Overview of priority structural actions for the Maribyrnong catchment

IWM action	Strategic outcomes
Stony Creek and Albion quarter precinct	
The Nook recycled water supply	
AJ Davis Reserve stormwater harvesting	
Buckley Park wetland and stormwater harvesting	
Spavin Lake water quality improvements	
Newell's Paddock wetlands enhancement – stages 2 and 3	
Queens Park stormwater harvesting	
Copernicus Way Reserve wetland and stormwater harvesting	
Boeing Reserve swale raingarden	
Reimagining Moonee Ponds Creek stage 1	
Reimagining Moonee Ponds Creek stage 2	

Shade scale



No Impact Impact

DRAFT

Lead agency	Implementation partners	Status
Brimbank City Council	To be agreed	
Hume City Council	To be agreed	
Moonee Valley City Council	To be agreed	
Moonee Valley City Council	To be agreed	
Hume City Council	Wurundjeri WWCHAC, Melbourne Water	
Maribyrnong City Council	DEECA, Projects Victoria, Friends of Newell's Paddock	
Moonee Valley City Council	To be agreed	
Brimbank City Council	To be agreed	
Moonee Valley City Council	To be agreed	
Melbourne Water	Moonee Valley City Council, Merri-bek City Council, Chain of Ponds Collaboration	
Melbourne Water	Moonee Valley City Council, Merri-bek City Council, Chain of Ponds Collaboration	

DRAFT

Strategy opportunity status

Ideas development | Feasibility and concept | Business case | Detailed design | Construction | Benefit realisation

Systemic enabling actions overview

These actions have been developed to tackle the systemic barriers to mainstreaming (implementing) IWM such as funding, policy, and planning barriers. They work at a regional scale to assist in the delivery of on-the-ground structural actions.

Fifteen systemic enabling actions have been identified. These actions are listed in Table 2 in order of priority, as assessed by IWM Forum stakeholders. For each of the actions, the lead delivery agency, implementation partners and action status are noted.

Some systemic enabling actions will require a program of activities in order to deliver the necessary changes to industry practice. It may take several years to progressively shift practice and unlock change.

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Table 2. Summary of priority systemic enabling actions for Metropolitan Melbourne

IWM action	Lead agency	Implementation partners	Status
Secure funding and resourcing to enable Traditional Owners to make decisions and determine IWM priorities on their Country	DEECA, water corporations and local governments	Traditional Owner groups*	
Build capacity across IWM Forum partners to plan and deliver IWM	DEECA, water corporations and local governments	All IWM Forum partners	
Develop an investment framework for IWM	DEECA	All IWM Forum partners	
Embed IWM in land-use planning and urban development	DEECA, Victorian Planning Authority	All IWM Forum partners	
Clarify roles and responsibilities for delivering IWM outcomes	DEECA	All IWM Forum partners	
Develop guidance for stormwater harvesting and infiltration	DEECA, Melbourne Water, EPA, local governments	All IWM Forum partners, development sector	
Develop policy and regulatory support for increased use of recycled water and treated stormwater	DEECA	All IWM Forum partners, development sector	
Further develop the IWM resource hub to share data and information	DEECA	All IWM Forum partners	
Develop a WSUD asset maintenance framework	DEECA**	Melbourne Water, local governments	
Develop a framework for installation and maintenance of rainwater tanks	DEECA, water corporations	All IWM Forum partners	
Develop sub-catchment-scale targets for total suspended solids and total nitrogen prevented from discharging to waterways	DEECA**	All IWM Forum partners	
Strengthen policy and regulatory support for urban greening	DEECA**	All IWM Forum partners	
Improve community knowledge and involvement in urban water management	Water corporations, DEECA	All IWM Forum partners	
Develop and deliver a water efficiency plan for Greater Melbourne	Water corporations	All IWM Forum partners	
Investigate opportunities to use recycled water and stormwater to improve environmental flows	DEECA, water corporations	All IWM forum partners	

Strategy opportunity status

On hold | Ideas stage | Commenced | In progress

Note: *Bunurong Land Council Aboriginal Corporation (BLCAC), Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation (WWCHAC), Wadawurrung Traditional Owners Aboriginal Corporation (WTOAC).
Note: ** indicates that DEECA will collaboratively seek a lead organisation and partners to deliver this action.

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Attachment 12.4.1

Place-based enabling actions overview

Place-based enabling actions address specific challenges for the catchment and can significantly contribute to mainstreaming IWM. They work hand-in-hand with regional systemic enabling actions and priority structural actions, unlocking additional IWM opportunities.

Place-based enabling actions focus on understanding and identifying catchment-specific opportunities.

Thirteen place-based enabling actions have been identified. These actions are listed in Table 3 in order of priority as agreed by IWM Forum Members. For each of the actions, the lead delivery agency and action status are listed.

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Table 3. Summary of priority place-based enabling actions for the Maribyrnong catchment

IWM action	Lead agency	Status
Undertake strategic assessments of catchment-scale spatial IWM opportunities – Maribyrnong catchment	DEECA*	
Greater Western Water stormwater harvesting fund	Greater Western Water	
Assess open space irrigation for urban cooling opportunities	Greater Western Water	
Explore large-scale stormwater harvesting opportunities	Melbourne Water	
Support implementation of Flood Management Strategy for Port Phillip And Western Port – Action Plan 2021–2026	Melbourne Water	
Installing sensors to measure gross pollutant trap loads	Merri-bek City Council	
Permeable pavement design and construction guidance	City of Melbourne	
Guidelines for proprietary products in the Melbourne local government area	City of Melbourne	
Mapping IWM opportunities in streetscapes in the Melbourne local government area	City of Melbourne	
Brunswick Central Parklands IWM plan	Merri-bek City Council	
Sunbury's water future community engagement	Melbourne Water	
Integrated water cycle mass balance plan	Greater Western Water	
Macedon Ranges WSUD Officer	Macedon Ranges Shire Council	

Strategy opportunity status

On hold | Ideas stage | Commenced | In progress | Complete

Note: * indicates that DEECA will collaboratively seek a lead organisation to deliver this action.

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Success stories

Since the release of the Yarra Strategic Directions Statement, IWM Forum partners are successfully delivering numerous projects, paving the way for the identification and delivery of future actions. The projects highlighted here are a selection of many success stories across the Maribyrnong catchment. Delivery of many of these projects has been through collaborative partner investment including co-investment from the Victorian Government.

Reimagining Moonee Ponds Creek (Stage 1)

This project is recognised as a priority (Action 5) in the Maribyrnong Integrated Water Management Forum's Strategic Directions Statement.

The Moonee Ponds Creek is concreted from Strathmore to Flemington Road, with little habitat value. Its sole purpose is to carry flood water away from properties in the most efficient manner possible. As infill urban development accelerates, community access to high-quality open spaces will be critical for community health and wellbeing. The Chain of Ponds Strategic Plan sets a vision to return Moonee Ponds Creek to an iconic waterway of Melbourne.

In 2023, Melbourne Water, in partnership with the Chain of Ponds Collaboration Group, Merri-bek City Council, Moonee Valley City Council, the Victorian Government, Greater Western Water and the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation, delivered significant enhancement works to restore habitat and increase biodiversity.

Reimagining Moonee Ponds Creek (Stage 1) removed the concrete walls along both sides of a 360-metre section of the creek to re-create a meandering waterway, slow down flows and improve waterway health for native species such as frogs, turtles and birds. The construction of a pond and terracing near Oak Park Reserve and planting of 43,000 native trees and shrubs give a natural look and feel, creating an enjoyable community space where people can interact with nature in a cooler, healthier environment.

Comprehensive flood modelling ensures that there will be no increased flooding risk to the local community or downstream users because of this project.

Stage 2 is now in progress, with a business case underway that seeks to extend restoration further along the waterway. The project will be led by Melbourne Water and delivered through its Reimagining Your Creek program.

In 2019, the Moonee Ponds Creek Strategic Opportunities Plan, which informed the design of the Moonee Ponds Creek restoration works, was named Best in Category Winner for Design Strategy at the Victorian Premier's Design Awards.



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Dempster Park Stormwater harvesting scheme

Dempster Park is an important neighbourhood park located in Sunshine North in the City of Brimbank, with sportsgrounds and several community facilities. The park was identified as an important priority by the Maribyrnong IWM Forum, with a focus on diversifying irrigation supplies through stormwater harvesting, to maintain urban greening in times of drought and in the context of a changing climate. The project also delivers waterway health benefits by intercepting stormwater flows.

An opportunity was identified to harvest stormwater from the neighbouring catchment to irrigate Dempster Park and neighbouring open space owned by the Department of Education, which will be developed for public access and maintained by council.

The Dempster Park Stormwater Harvesting Scheme harvests and treats 11 megalitres of stormwater each year for reuse. It includes a stormwater diversion, large raingarden, underground storage tank and small water treatment plant. The project was delivered in 2022 and is now operational.

Brimbank City Council will seek to incorporate water sensitive urban design where possible in future park upgrades to maximise the opportunity to intercept, harvest and treat stormwater for use within the park landscape. On-ground achievements include the installation and optimisation of four significant stormwater harvesting systems, with three more systems proposed.

This project was co-invested in by Brimbank City Council, Greater Western Water, Melbourne Water and the Victorian Government's IWM Program . This project is part of broader efforts to green and protect the values of the park, through the Dempster Park Oasis Project, which aims to help the community and environment adapt to a hotter and drier climate.

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Action descriptions

This section provides a description of priority structural, systemic enabling and place-based enabling actions. For each action, an overview is provided together with details on the action status, lead agency and implementation partners.

Structural Action 1
IWM zone 2 – northwest of Melville catchment – Raeburn Reserve



Status	Feasibility and concept
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

Raeburn Reserve in Pascoe Vale is a large local park with established trees, offering picnic facilities, exercise stations, circuit path, playground, sportsground and cricket nets.

A stormwater harvesting system is proposed to capture runoff from a 3.3-hectare catchment, including local residential streets and existing council-owned facilities within the reserve. The proposed scheme would provide an alternative water supply to irrigate the reserve, resulting in an estimated 5.7 megalitres of potable water saved annually. The harvesting and detention system would also assist in flood mitigation for susceptible residential areas upstream.

Structural Action 2
IWM zone 1 – north east – Harmony Park



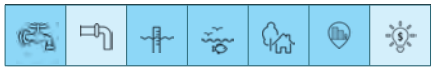
Status	Feasibility and concept
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

Harmony Park in Coburg is a popular park with a specially constructed play space for children of all abilities, a skate park, picnic and barbecue facilities, an ephemeral wetland with nature play, and a generous open space for informal sports and passive recreation. The park is on the edge of a large industrial area in the north of Coburg, where the reserve provides important cooling benefits in the context of large areas of impermeable roofs and roads contributing to urban heat.

The park has not historically included an irrigation system. The proposed stormwater harvesting system would capture runoff from a 5.2-hectare industrial area catchment to the north of the park. The water would be treated and provide irrigation to Harmony Park, with potential to also supply Coburg North Primary School, which directly adjoins the park. This action provides important urban greening and cooling benefits and potential flood mitigation benefits to the residential neighbourhood downstream.

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Structural Action 3
Mitchell Reserve Pascoe Vale College

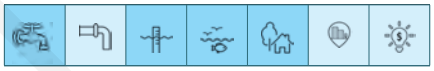


Status	Idea development
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

Mitchell Reserve is located in Pascoe Vale South, approximately 200 metres from the Moonee Ponds Creek. The reserve sits in a residential neighbourhood, near Pascoe Vale South Primary School, and includes several established shade and habitat trees, a dedicated play space and space for informal play.

The park has not historically included an irrigation system. The proposed stormwater harvesting system would capture and treat water from an estimated 27.1 hectares of residential catchment to the north of the park. The harvested water would provide an alternative water source for irrigation of the park, with potential to also supply the nearby primary school. This action will provide greening and cooling benefits across the broader precinct and improve stormwater quality before it flows into the nearby creek. It also has the potential to reduce identified flood risks downstream in nearby residential streets and at the CityLink Freeway.

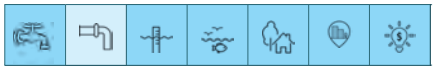
Structural Action 4
Ievers Reserve stormwater harvesting and flood management



Status	Detailed design
Lead Agency	Melbourne City Council
Implementation Partners	Melbourne Water

Ievers Reserve in Parkville has been identified as a suitable location for a flood mitigation and stormwater harvesting scheme. It presents an opportunity to address local flooding issues downstream in the Arden precinct. This action aims to harvest water for irrigation of Ievers Reserve and medians and reserves in the eastern North Melbourne and Parkville precinct, including 840 trees, saving approximately 30 megalitres of drinking water per year. This will provide improved water security and increased soil moisture for trees and parklands, and urban cooling for the broader community during summer. The scheme will draw from the Arden Main Drain and provide flood mitigation benefits to the Arden precinct and downstream. Additional benefits include improved stormwater quality for Moonee Ponds Creek and Port Phillip Bay.

Structural Action 5
Arden stormwater harvesting



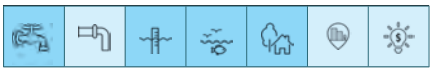
Status	Feasibility and concept
Lead Agency	Greater Western Water
Implementation Partners	Melbourne City Council, Melbourne Water, Victorian Planning Authority, Development Victoria, Department of Transport

Arden is a 44.6-hectare urban renewal precinct in North Melbourne. Much of the land in Arden is impacted by flooding from major rain events and nuisance flooding, and there is a need for a reliable water supply to service proposed community assets across the precinct. There is an opportunity to implement innovative, multifunctional solutions that reduce flood risk, improve local water quality and retain water in the landscape for irrigation, urban cooling and biodiversity.

This action is investigating stormwater harvesting infrastructure and wetland systems within the Arden north and central precincts. Stormwater would be treated and made available for non-potable uses across the precinct, such as irrigation of sportsgrounds and open spaces.

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Structural Action 6
Princes Park stormwater harvesting

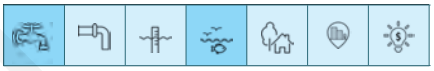


Status	Detailed design
Lead Agency	Melbourne City Council
Implementation Partners	Greater Western Water

Melbourne's iconic Princes Park in Carlton North is a major sports and recreation ground which is home to a variety of sporting clubs. It features open space with playgrounds, picnic facilities and some of Melbourne's most significant trees. This action proposes to harvest excess water from Moonee Ponds Creek to protect the park from the impacts of future drought, increasing local amenity and improving the health of the creek by removing excess stormwater and pollution.

The proposed stormwater harvesting scheme is estimated to deliver approximately 60 megalitres of water per year, which will meet 80% of the irrigation demands of Princes Park. It is also anticipated to remove approximately 200 kilograms of nitrogen per year, improving the health of Moonee Ponds Creek.

Structural Action 7
Sunbury stormwater harvesting scheme



Status	Detailed design
Lead Agency	Melbourne Water
Implementation Partners	Greater Western Water, Hume City Council, DEECA

Sunbury is an important regional growth area located in the City of Hume. Sunbury's projected population growth, paired with a changing climate, poses challenges to how water will be managed in Sunbury and the surrounding area in the future. A range of options has been assessed for Sunbury, and it was concluded that a regional-scale stormwater harvesting scheme would be the best solution to reduce pressure on potable water supplies and protect Jacksons Creek and Emu Creek from increased stormwater runoff resulting from development.

The Sunbury Stormwater Harvesting Scheme will harvest approximately 3.8 gigalitres of excess stormwater runoff from the Sunbury growth area each year. This scheme will create a new source of alternative water which can be used for multiple end use options, including for environmental flows, urban cooling and irrigation of parks and gardens.

Structural Action 8
JJ Holland stormwater harvesting and flood management

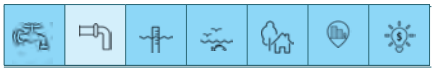


Status	Detailed design
Lead Agency	Melbourne City Council
Implementation Partners	Melbourne Water

JJ Holland Park is a municipal open space located in Kensington, spanning 10 hectares and offering a range of sports facilities and passive open space areas. Neighbouring Kensington Road is the subject of localised flooding, and an opportunity has been identified to harvest excess stormwater runoff to support flood mitigation and irrigation of the park and adjoining areas of open space. This action relates to the design and delivery of a stormwater harvesting scheme to provide 20 megalitres of water per year for the irrigation of JJ Holland Park.

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Structural Action 9
Dunstan Reserve stormwater harvesting scheme

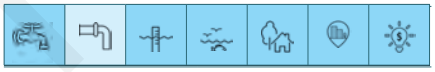


Status	Construction
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

Dunstan Reserve is a large park in Brunswick West that is home to the Brunswick West Community Gardens and a circuit pathway that supports walkers and active sports. Merri-bek City Council is planning to construct its fifth major stormwater harvesting system at Dunstan Reserve to irrigate the ovals and community gardens.

This action would filter and treat stormwater runoff from approximately 50 hectares of residential area through a raingarden in the north-east of Dunstan Reserve. The runoff will be filtered as it flows through the raingarden and will be stored in an underground tank. This water will be used to irrigate the ovals and community gardens and is designed to save up to 10 megalitres of drinking water per year. The raingarden will be planted with native plant species, which will also increase the biodiversity of the park and provide habitat and food for insects and birds.

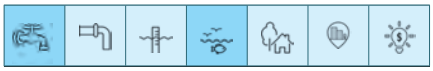
Structural Action 10
A G Gillon oval stormwater harvesting



Status	Detailed design
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

A G Gillon Oval is one of a series of green spaces located within the Brunswick Central Parklands. Merri-bek City Council has developed a concept plan for improvements to the parklands, including a stormwater harvesting system at Reaburn Reserve, which would capture and treat stormwater runoff from a residential catchment area of approximately 30 hectares. Stormwater would flow through a raingarden, where it would be treated and then stored in an underground tank. This water would be distributed to irrigate parks and open space in the neighbourhood, including A G Gillon Oval. The scheme is anticipated to save approximately 24.2 megalitres of drinking water per year and to provide important flood mitigation benefits.

Structural Action 11
Lower Stony Creek priority project

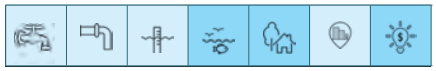


Status	Feasibility and concept
Lead Agency	Maribyrnong City Council
Implementation Partners	Melbourne Water, Brimbank City Council

Stony Creek flows for 8 kilometres through the City of Maribyrnong, from Braybrook to the Yarra River. It is an important habitat corridor for indigenous vegetation and wildlife that once flourished throughout the Western Plains of Victoria. Opportunities for stormwater treatment and harvesting have been identified along this stretch, including raingardens and wetlands in areas of adjoining open space. This action would serve to improve waterway health, reducing pollutant loads to Stony Creek, and would harvest water for irrigation of open space and trees where possible. Various locations for such projects along Lower Stony Creek have been identified and prioritised.

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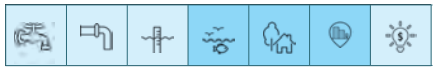
Structural Action 12
O'Brien Street stormwater harvesting



Status	Detailed design
Lead Agency	Hume City Council
Implementation Partners	Melbourne Water

O'Brien Street is located in Sunbury, adjacent to the Sunbury Cemetery. The cemetery is seeking to expand and requires a more secure water supply for its lawn grave area and gardens. This action proposes to modify the existing retarding basin on O'Brien Street to a wetland that can treat and store stormwater runoff for irrigation. The stormwater harvesting scheme would supply the Harker Street dog park and other users such as the Sunbury Cemetery. This action would make up to 8.2 megalitres of water available for reuse.

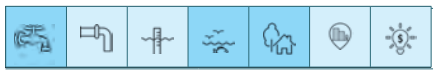
Structural Action 13
Passive irrigation of street trees



Status	Construction
Lead Agency	Hume City Council
Implementation Partners	To be agreed

Hume City Council seeks to support the urban greening of new estates in Sunbury and the Northern Growth Corridor. A key initiative is negotiating with developers to install passive irrigation of street trees along main roads in new estates. This will provide a water source for trees, to improve tree health and canopy cover in these areas.

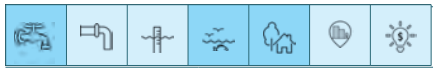
Structural Action 14
Macedon Ranges regional sports precinct stormwater harvesting



Status	Construction
Lead Agency	Macedon Ranges Shire Council
Implementation Partners	Melbourne Water

This action seeks to construct a retention basin to collect stormwater and irrigation runoff for the eastern site, including a timber deck and fence to the basin, and a harvesting, treatment and irrigation system to provide water supply to the sports precinct.

Structural Action 15
John Ilhan stormwater harvesting



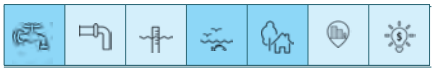
Status	Detailed design
Lead Agency	Hume City Council
Implementation Partners	Melbourne Water

John Ilhan Memorial Reserve is a large recreational area with elite-level sports playing surfaces, including ovals and grassed athletics track, as well as stadium facilities and open space areas for other recreational activities. It is not currently serviced by an alternative water source and an opportunity exists to harvest stormwater to support the irrigation needs of the reserve. This action proposes to harvest 20 megalitres of water for irrigation of the sportsgrounds and dog park areas. Stormwater would be filtered and treated through a raingarden prior to irrigation of these areas.

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Structural Action 16
Buchan Street Reserve stormwater harvesting

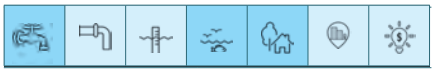
Buchan Street Reserve is located in Meadow Heights, an area with limited good-quality open space for passive recreational use. This action proposes to harvest 5.3 megalitres of excess stormwater per year for the passive irrigation of open space. Stormwater would be filtered through a raingarden and used to irrigate Buchan Street Reserve. The presence of the Meadow Heights Community Centre within the park provides an opportunity to engage community members, including youth, on a range of environmental issues, such as the stormwater harvesting scheme.



Status	Feasibility and concept
Lead Agency	Hume City Council
Implementation Partners	To be agreed

Structural Action 17
Leo Dineen Reserve stormwater harvesting

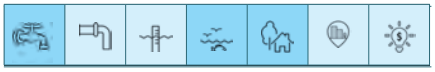
Leo Dineen Reserve is a sporting reserve in Tullamarine with one sporting oval. This action proposes to harvest and treat excess stormwater runoff for the irrigation of the sportsground in the reserve. Five megalitres of stormwater would be captured and filtered through a bioretention system, providing a secure water supply for the reserve.



Status	Feasibility and concept
Lead Agency	Hume City Council
Implementation Partners	To be agreed

Structural Action 18
Anderson Reserve stormwater harvesting

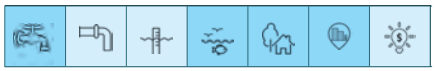
Anderson Reserve is located in Broadmeadows, adjacent to the Western Ring Road. It has one sporting oval, a basketball court, a playground and an outdoor exercise area. This action proposes to harvest and treat excess stormwater runoff for the irrigation of the sportsground in the reserve. Seven megalitres of stormwater would be captured and filtered through a constructed wetland for reuse in the reserve.



Status	Feasibility and concept
Lead Agency	Hume City Council
Implementation Partners	To be agreed

Structural Action 19
Gilpin Park wetland and harvesting

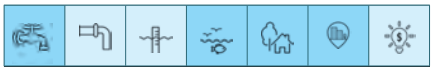
Gilpin Park is located in the Brunswick Central Parklands area. A constructed wetland is proposed to treat stormwater from neighbouring residential areas to improve local water quality before it flows into Moonee Ponds Creek. A vegetated swale will be constructed to transport stormwater into the wetland. The wetland will be located at the western end of the park.



Status	Detailed design
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

Structural Action 20
K W Joyce Reserve raingarden

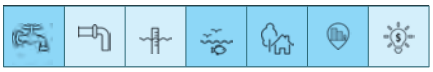
K W Joyce Reserve is located in Pascoe Vale, with Westbreen Creek running through the middle of it. The site is largely open space, with paths throughout, supporting walkers and other passive recreational uses. A raingarden is proposed to improve the quality of water entering Westbreen Creek. The raingarden would create a new community landscaping feature.



Status	Feasibility and concept
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

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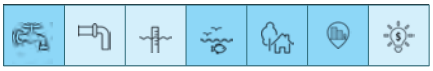
Structural Action 21
Moonee Boulevard wetland



Status	Feasibility and concept
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

Moonee Boulevard is located in Glenroy, next to Fran Street Park, along Moonee Ponds Creek. A wetland is proposed for Moonee Boulevard, to capture and treat stormwater from a 52-hectare residential catchment area. This action will design and deliver this wetland and consider the potential for a series of treatment wetlands along Moonee Ponds Creek in Fran Street Park and Kingsford Ulm Smith Reserve. The wetland will complement the revegetation works completed in the area and improve the quality of the water entering Moonee Ponds Creek.

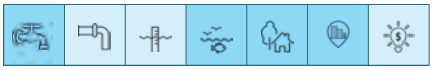
Structural Action 22
Wylie Reserve stormwater harvesting



Status	Feasibility and concept
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

Wylie Reserve is located in Union Street in Brunswick West and drains into Moonee Ponds Creek. It has toilet and recreational facilities, including a soccer pitch, playground and dog walking area. There is an opportunity to harvest and treat stormwater from the catchment to irrigate the reserve and address local flooding issues.

Structural Action 23
John Pascoe Fawkner raingarden and stormwater harvesting



Status	Feasibility and concept
Lead Agency	Merri-bek City Council
Implementation Partners	Melbourne Water

John Pascoe Fawkner Reserve is located in Oak Park, adjoining Moonee Ponds Creek. Facilities include various sportsgrounds, playground and passive recreation areas. There is an opportunity to harvest and treat stormwater flows from the upstream catchment through a raingarden and potentially a stormwater harvesting scheme. This water would be used to irrigate the reserve's sportsgrounds.

Structural Action 24
Green Gully stormwater harvesting expansion



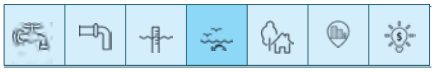
Status	Detailed design
Lead Agency	Brimbank City Council
Implementation Partners	To be agreed

Green Gully Reserve in Keilor Downs has an established stormwater harvesting scheme, providing approximately 40 megalitres of water to irrigate 7 hectares of public open space. The reserve is growing, with the construction of additional sports and public facilities in 2023. This action seeks to significantly expand the existing stormwater harvesting scheme to provide stormwater for use by these facilities and for urban greening. The expansion of the existing stormwater harvesting scheme will provide water to meet approximately 80% of the reserve's future irrigation needs.

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Structural Action 25
Stony Creek and Albion quarter precinct

The Albion Quarter precinct is approximately 15 kilometres west of the Melbourne central business district, in the suburb of Sunshine. The precinct's redevelopment will reimagine Sunshine and Albion as the central business district of the west. The vision is for the precinct to be transformed from its existing industrial landscape to mixed uses, including a transport hub, commercial activities, industrial areas and open spaces. The Sunshine Precinct includes Albion Quarter and a reach of Stony Creek, and there is an opportunity to explore the role that integrated water management, enhanced ecology and an improved 'social landscape' can play in improving precinct amenity and liveability. This work is part of broader precinct planning being coordinated by the Department of Transport and Planning.



Status	Feasibility and concept
Lead Agency	Brimbank City Council
Implementation Partners	To be agreed

Structural Action 26
The Nook recycled water supply

Sunbury's 'The Nook' is a parkland located within walking distance of the town centre, with Jacksons Creek running through it and the town's local swimming hole. A recycled water pipe runs through the reserve and there is an opportunity to connect the reserve to this source for irrigation of the park.



Status	Idea development
Lead Agency	Hume City Council
Implementation Partners	To be agreed

Structural Action 27
AJ Davis Reserve stormwater harvesting

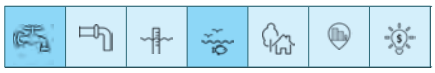
AJ Davis Reserve is a 6.2-hectare reserve located in Airport West, offering sporting facilities and structured and informal recreational activities. Untreated stormwater in the area currently discharges to Steele Creek from a large residential catchment. There is an opportunity to divert this water to a bioretention treatment system for capture and to irrigate sports ovals at AJ Davis Reserve and adjacent sportsgrounds. This action proposes to harvest, capture and treat 10.4 megalitres of stormwater per year from the Clydesdale Main Drain, before storing it in an underground tank. This action will have the additional benefit of improving the health of Steele Creek.



Status	Feasibility and concept
Lead Agency	Moonee Valley City Council
Implementation Partners	To be agreed

Structural Action 28
Buckley Park wetland and stormwater harvesting

Buckley Park is a 10.1-hectare reserve in Essendon, with 2 sporting ovals, 3 bowling greens and 4 tennis courts, as well as passive open space, providing for organised sport and informal recreational activities. There is an opportunity to harvest and treat stormwater from catchments to the north of the park to irrigate the sporting ovals. This action proposes a wetland and storage pond to harvest 6.8–13.8 megalitres of stormwater per year, to replace drinking water currently used to irrigate the ovals. The wetland will naturally filter the water before it is transferred to an underground storage tank.



Status	Feasibility and concept
Lead Agency	Moonee Valley City Council
Implementation Partners	To be agreed

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Structural Action 29
Spavin Lake water quality improvements

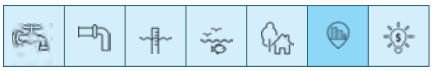


Status	Business Case
Lead Agency	Hume City Council
Implementation Partners	Wurundjeri WWCHAC, Melbourne Water

Spavin Lake is an in-stream dam on Kismet Creek, located in a residential area in Sunbury. It offers a diversity of habitats for waterbirds but has had a history of water-quality issues, including algal blooms. The lake is used for fishing and community recreation, including dog walking.

This action proposes to build a wetland within the lake to improve water quality, amenity and habitat within the lake.

Structural Action 30
Newell's Paddock wetlands enhancement – stages 2 and 3



Status	Detailed Design
Lead Agency	Maribyrnong City Council
Implementation Partners	DEECA, Projects Victoria, Friends of Newell's Paddock

Newell's Paddock is a large open space near the Maribyrnong River, with established wetlands which provide habitat for birdlife. These wetlands have important regional conservation status; however, they are 30 years old and require rectification and enhancement works to maintain water quality.

This action proposes the installation of a gross pollutant trap to improve the collection of litter and rubbish, and a change in design to the existing sediment pond, including the removal of contaminated soil, demolition and bulk earthworks. Drainage works are proposed to support this action, together with complementary improvements such as the creation of access tracks, fencing and planting.

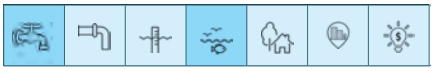
Structural Action 31
Queens Park stormwater harvesting



Status	Idea development
Lead Agency	Moonee Valley Council
Implementation Partners	To be agreed

Queens Park is Moonee Valley's best-known civic and historic park. It is highly valued for its mature exotic trees, ornamental lake and garden beds, and significant flora and fauna. The quality of the lake environment requires improvement for both human and birdlife. It currently serves as a natural drainage and collection point for surrounding suburban stormwater, yet it does not achieve its full potential environmentally or for recreation. There is an opportunity to improve water quality and to harvest stormwater for the irrigation of the park's historic trees, which are vulnerable in drier years. This action seeks to explore strategies to harvest and treat stormwater entering the lake as part of a broader approach to IWM planning for the park.

Structural Action 32
Copernicus Way Reserve wetland and stormwater harvesting

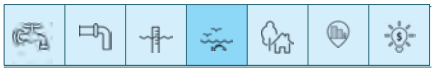


Status	Feasibility and concept
Lead Agency	Brimbank City Council
Implementation Partners	To be agreed

Copernicus Way Reserve is a key suburban park located in Keilor Downs. Brimbank City Council is upgrading the reserve to improve recreational facilities and develop a wetland and stormwater harvesting scheme. This action aims to improve the sustainability, resilience and liveability of the reserve, by capturing and treating stormwater for irrigation of parkland and garden beds. It will also service a future public toilet and provide a cool, green and attractive park to use all year round. The wetland will support biodiversity and will be designed to integrate with the reserve's recreational areas, including a large grassed area terracing down to the wetland, providing opportunities to explore the water's edge. This new water sensitive parkland will boost liveability and wellbeing within the local community.

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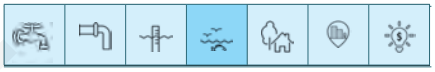
Structural Action 33
Boeing Reserve swale raingarden



Status	Detailed design
Lead Agency	Brimbank City Council
Implementation Partners	To be agreed

Boeing Reserve is one of the largest reserves in Moonee Valley, stretching along Moonee Ponds Creek and linking to other parks and reserves by the Moonee Ponds Bike Path. At 23 hectares, it is a major open space reserve in Strathmore Heights, with a sports pavilion, sporting ovals, a community garden, and areas for passive and informal recreation. Stormwater from local catchments flows into Boeing Reserve, creating local flooding issues, erosion and safety issues; it also reduces the quality of water entering Moonee Ponds Creek. This action seeks to construct a vegetated swale and raingarden to capture and treat uncontrolled stormwater flows. This action will also explore the feasibility of harvesting this stormwater for the irrigation of sportsgrounds and ovals in the reserve, which are currently being irrigated with potable water.

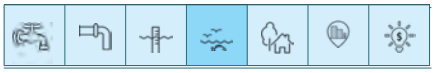
Structural Action 34
Reimagining Moonee Ponds Creek stage 1



Status	Construction
Lead Agency	Melbourne Water
Implementation Partners	Moonee Valley City Council, Merri-bek City Council, Chain of Ponds Collaboration

The Moonee Ponds Creek from Strathmore to Flemington Road is highly modified and concreted, to carry floodwater away from properties in the most efficient manner possible. This action seeks to transform a 360-metre section of the concrete-lined creek into a more natural, enjoyable community space. This is being achieved by: removing the concrete walls to create a meandering creek, with a more natural look and feel; planting 43,000 native trees and shrubs; and constructing a pond and terracing near Oak Park Reserve. The naturalisation works will improve waterway health and biodiversity, creating habitat for native species.

Structural Action 35
Reimagining Moonee Ponds Creek stage 2



Status	Construction
Lead Agency	Melbourne Water
Implementation Partners	Moonee Valley City Council, Merri-bek City Council, Chain of Ponds Collaboration

Reimagining Moonee Ponds Creek Stage 2 will progress naturalisation works along the creek, including the removal of the concrete weir where concreted sections of the creek meet the natural part. Rocks will be placed in the creek channel in such a way as to make it look as natural as possible, with extensive planting adjacent to the waterway.

Systemic Enabling Action 1
Secure funding and resourcing to enable Traditional Owners to make decisions and determine IWM priorities on their Country.

Status	Ideas stage
Lead Agency	DEECA, water corporations and local governments
Implementation Partners	BLCAC*, WWCHAC**, WTOAC***

Commitment to working in partnership with Traditional Owners is a key part of the *IWM Framework for Victoria* (2017). The IWM Forum partners will secure funding and resourcing to increase Traditional Owner self-determination and decision making in water management on their Country. This action is related to the *CGRSWS* and *Water is Life* strategies.

Note:
*Bunurong Land Council Aboriginal Corporation.
** Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation.
*** Wadawurrung Traditional Owners Aboriginal Corporation.

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Systemic Enabling Action 2
Improve capacity to successfully deliver IWM

Improve capacity of practitioners and managers to ensure IWM-related skills and knowledge are influenced by current evidence, policies and science, and actively maintained within IWM forum partner organisations, to enable effective identification and delivery of IWM opportunities.

Status	In progress
Lead Agency	DEECA, water corporations and local governments
Implementation Partners	All IWM forum partners

Systemic Enabling Action 3
Develop an investment framework for IWM

Develop a framework to improve how investments are made in IWM opportunities to best realise the multiple community and environmental benefits. This is CGRSWS Action 3-3: Maturing the IWM investment framework.

Status	In progress
Lead Agency	DEECA
Implementation Partners	All IWM forum partners

Systemic Enabling Action 4
Embed IWM in land-use planning and urban development

Identify and implement guidance and requirements for supporting IWM in land-use planning and urban development. This action is related to CGRSWS Action 3-9: Strengthen IWM in land-use and infrastructure planning.

Status	In progress
Lead Agency	DEECA, Department of Transport and Planning
Implementation Partners	All IWM forum partners

Systemic Enabling Action 5
Clarify roles and responsibilities for delivering IWM outcomes

Clarify roles and responsibilities of IWM forum partners and land-use planning and urban development sectors for delivering IWM outcomes articulated in the Strategic Direction Statements.

Status	In progress
Lead Agency	DEECA
Implementation Partners	All IWM forum partners

Systemic Enabling Action 6
Develop guidance for stormwater harvesting and infiltration

Develop guidance for cost-effective, practical solutions/approaches at different spatial scales to achieve the flow volume reductions articulated in the Urban Stormwater Management Guidance (EPA Publication 1739.1).

Status	In progress
Lead Agency	Melbourne Water, EPA, local governments
Implementation Partners	All IWM forum partners, development sector

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Systemic Enabling Action 7
Develop policy and regulatory support for increased use of recycled water and treated stormwater

Status	In progress
Lead Agency	DEECA
Implementation Partners	All IWM Forum Partners and development sector

Develop policy and regulatory enablers to improve uptake of recycled water and treated stormwater to supply a broader range of beneficial uses. This action links strongly to the following CGRSWS actions:

- Action 3-8: Use of recycled water and stormwater for greener, open spaces.
- Action 3-10: Develop template guidance for recycled water use to streamline approvals.
- Action 3-11: Identify priority projects to contribute to state of knowledge of emerging contaminants.
- Action 3-12: Improving stormwater regulations to support increased capture and use.
- Action 3-15: Develop a stormwater offsets framework.
- Action 3-13: Implement Melbourne Urban Stormwater Institutional Arrangements (MUSIA).
- Action 3-16: Embedding stormwater flow requirements.
- Action 3-17: Building community confidence in recycled water and stormwater.
- Action 3-18: Clearer guidance on recycled water accounting and reporting

Systemic Enabling Action 8
Further develop the IWM resource hub to share data and information

Status	Ideas stage
Lead Agency	DEECA
Implementation Partners	All IWM forum partners

Further develop the IWM resource hub to share information to enhance knowledge and build capacity.

Systemic Enabling Action 9
Develop WSUD asset maintenance framework

Status	Ideas stage
Lead Agency	DEECA*
Implementation Partners	Melbourne Water, local governments

Develop a water sensitive urban design (WSUD) asset maintenance framework by considering current organisational approaches to WSUD asset maintenance and best practice guidelines.

Systemic Enabling Action 10
Develop a framework for installation and maintenance of rainwater tanks

Status	In progress
Lead Agency	DEECA, water corporations
Implementation Partners	All IWM forum partners

Develop a framework for installation and maintenance of rainwater tanks to ensure rainwater tanks are installed and operated as intended.

Note: * indicates that DEECA will collaboratively seek a lead organisation and partners to deliver this action.

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Systemic Enabling Action 11
Develop sub-catchment-scale targets for total suspended solids and total nitrogen prevented from discharging to waterways

Develop sub-catchment-scale targets for total suspended solids and total nitrogen prevented from discharging to all waterway reaches. The Healthy Waterways Strategy 2018 has sub-catchment targets for priority catchment areas and this work is complementary to the Healthy Waterways Strategy 2018 targets and the total suspended solids and total nitrogen targets for Port Phillip Bay and Western Port Bay.

Status	Ideas stage
Lead Agency	DEECA*
Implementation Partners	All IWM forum partners

Systemic Enabling Action 12
Strengthen policy and regulatory support for urban greening

Strengthen policy and regulatory support for urban greening, including planning controls for private and public open space to deliver urban greening that is supported by IWM. This could include fit-for-purpose water use and could maintain or increase onsite detention, permeability and canopy cover.

Status	Ideas stage
Lead Agency	DEECA*
Implementation Partners	All IWM forum partners

Systemic Enabling Action 13
Improve community knowledge and involvement in urban water management

Improve community knowledge and involvement in the urban water cycle, including IWM solutions. This action is related to CGRSWS Action 9-5: Building community knowledge and involvement in water management.

Status	In progress
Lead Agency	Water corporations, DEECA
Implementation Partners	All IWM forum partners

Systemic Enabling Action 14
Develop and deliver a water efficiency plan for Greater Melbourne

Develop and deliver a water efficiency plan for Greater Melbourne to ensure that Melbourne continues to focus on water conservation and efficiency to support the deferral of major system augmentations in the medium and longer term. This is GMUWSS: Water for Life Action 4.1

Status	In progress
Lead Agency	Water corporations
Implementation Partners	All IWM forum partners

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Systemic Enabling Action 15
Investigate opportunities to use recycled water and stormwater to improve environmental flows

Status	In progress
Lead Agency	DEECA, water corporations
Implementation Partners	All IWM forum partners

Investigate enabling the use of treated wastewater and stormwater to improve environmental flows. This is CGRSWS Action 8-22: Develop guidelines for using recycled water for the environment, and CGRSWS Action 8-23: Stormwater for the environment.

Place-Based Enabling Action 1
Undertake strategic assessments of catchment- scale spatial IWM opportunities – Maribyrnong catchment

Status	Ideas stage
Lead Agency	DEECA*

Assessments of priority actions against the IWM targets identified in the Maribyrnong Catchment Scale IWM Plan: Targets Driving Outcomes show that further efforts are required in some areas to avoid falling short of delivering strategic outcomes for the Maribyrnong catchment. A strategic assessment of catchment-wide IWM opportunities that address performance gaps will ensure that ongoing investment is directed to where that greatest gains can be delivered. A key piece of work underway is the Integrated Water Cycle Mass Balance (Action 12), which will provide important data to underpin this action.

Place-Based Enabling Action 2
Greater Western Water stormwater harvesting fund

Status	In progress
Lead Agency	Greater Western Water

Greater Western Water supports alternative water management schemes through the provision of a stormwater harvesting fund to co-deliver new place-based actions across the Greater Western Water service area (applicable to Werribee, Maribyrnong, Yarra and Coliban catchments). The fund supports open-space managers to progress stormwater harvesting schemes to irrigate public parks, gardens, sportsgrounds and golf courses, and deliver a greener, cooler, more liveable west.

Note: * indicates that DEECA will collaboratively seek a lead organisation and partners to deliver this action.

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Place-Based Enabling Action 3
Assess open space irrigation for urban cooling

Status	In progress
Lead Agency	Greater Western Water

As average temperatures continue to rise, and the number of extreme-heat days each year increases, keeping cool is more important than ever. With growing population comes increasing demand for potable water, greater areas of urbanised land and the need for high-quality community assets such as green open space.

Greater Western Water is exploring opportunities across the Maribyrnong catchment to improve urban greening and cooling outcomes to enhance urban amenity and quality, improve landscape connectivity and build resilience to climate change. Greater Western Water has undertaken an opportunity assessment across its service area and will further consider how using recycled water and stormwater can support greening and cooling initiatives through open-space irrigation.

Place-Based Enabling Action 4
Explore large-scale stormwater harvesting opportunities

Status	In progress
Lead Agency	Melbourne Water

Large-scale alternative water supply schemes offer the opportunity to improve water security and protect our environment, as well as enhance liveability and support communities to thrive. Melbourne Water explores stormwater harvesting opportunities to support large-scale stormwater harvesting networks. These include a range of potential sources at the sub-catchment scale and networks of multiple sources to supply a range of demand opportunities, including peri-urban agriculture, irrigation of ovals, sportsgrounds and golf courses, as well as cultural and environmental flows.

Place-Based Enabling Action 5
Support implementation of Flood Management Strategy for Port Phillip and Western Port – Action Plan 2021–2026

Status	In progress
Lead Agency	Melbourne Water

Climate change, sea-level rise and urban densification are increasing flood risk. The Flood Management Strategy for Port Phillip and Western Port – Action Plan 2021–2031 sets the 10-year direction for flood management in the region and identifies key focus areas which will guide actions. Specific actions that are a priority to progress for the Maribyrnong catchment are Actions 6.4 and 6.5.

- Melbourne Flood Strategy Action 6.4: Embed innovative, place-based approaches to deliver multiple benefits in new precincts (infill and redevelopment).
- Melbourne Flood Strategy Action 6.5: Identify high-priority catchments to reduce flood impacts through stormwater management projects and deliver projects in these areas.

These actions will help to plan for, avoid and reduce flood risks for the region.

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Place-Based Enabling Action 6
Installing sensors to measure gross pollutant trap loads

Status	Ideas stage
Lead Agency	Merri-bek City Council

Merri-bek City Council seeks to reduce the amount of litter and plastic entering its waterways through improvements to systems and maintenance. This action seeks to implement a pilot study to install sensors on gross pollutant traps to measure litter loads and support council with the monitoring and maintenance of these assets.

Place-Based Enabling Action 7
Permeable pavement design and construction guidance

Status	In progress
Lead Agency	City of Melbourne

City of Melbourne has implemented permeable paving across multiple sites and undertaken research to understand its performance and maintenance requirements over time. This action seeks to consolidate these findings into guidelines to support council with the future design, installation and maintenance of permeable paving, including typical standard drawings.

Place-Based Enabling Action 8
Guidelines for proprietary products in the Melbourne local government area

Status	In progress
Lead Agency	City of Melbourne

City of Melbourne has been receiving an increasing number of planning permit applications for WSUD incorporating proprietary products. Council undertook a risk assessment to understand the risks of accepting proprietary products when compared to nature-based approaches to WSUD. This action seeks to develop policy to clarify when and how proprietary products may be approved as part of stormwater and IWM regulatory requirements within the Melbourne Planning Scheme.

Place-Based Enabling Action 9
Mapping IWM opportunities in streetscapes in the Melbourne local government areaMelbourne Local Government Area

Status	In progress
Lead Agency	City of Melbourne

City of Melbourne has developed a systematic approach to understand the suitability of WSUD opportunities within streetscapes across the municipality. This action seeks to use spatial data to enable planners and designers to undertake this assessment across the City of Melbourne. An IWM priority map will also be developed that communicates the priority, feasibility and typologies that may be applied to different street segments.

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Place-Based Enabling Action 10
Brunswick Central Parklands IWM plan

Status	Complete
Lead Agency	Merri-bek City Council

The Brunswick Central Parklands cover 19 hectares in Brunswick, on the boundary with Brunswick West. It is the most significant open space across Brunswick and Brunswick West and includes Gillon Oval, Reaburn Reserve, Brunswick Park, Clifton Park and Gilpin Park. An IWM plan has been developed that proposes several strategies for harvesting, cleaning and storing nearby stormwater resources to secure a sustainable irrigation water supply for the parklands. The plan will deliver additional benefits, including enhancing amenity and biodiversity and improving the quality of water discharged to local waterways. The plan will help guide and inform future investment, protect existing elements of the parkland that the community value and ensure a sustainable supply of water for the future use of the parklands.

Place-Based Enabling Action 11
Sunbury's water future community engagement

Status	In progress
Lead Agency	Melbourne Water

Sunbury's projected population growth, paired with a changing climate, poses challenges to how water will be managed in the future in Sunbury and the surrounding area. Melbourne Water and Greater Western Water, with support from Hume City Council, are working together to create an IWM plan for this region.

This action seeks to engage with the community on different end uses for the future stormwater and recycled water generated by the Sunbury growth area. Initial phases have focused on learning the community's preferences for water management, and future phases will focus on community education and engagement.

Place-Based Enabling Action 12
Integrated water cycle mass balance plan

Status	In progress
Lead Agency	Greater Western Water

The Integrated Water Cycle Mass Balance Plan adopts whole-of-water-system thinking to develop adaptive pathways for future water investment in Melbourne's west, to address growth, climate variability and change, and growing community expectations in regard to the environment. It explores additional opportunities that might be enabled through alternative uses of water sources (recycled water, stormwater, potable water and surface water) to supply diverse demands such as recreational, environmental flow, agricultural and urban drinking water, and to further enhance capacity to return water to Traditional Owners. Modelling to understand how all sources of water in the Werribee and Maribyrnong catchments can meet these demands over the long term, whilst providing multiple benefits to the community and environment, will help inform the critical decision points for future servicing pathways for the catchments.

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Place-Based Enabling Action 13
Macedon Ranges WSUD officer

Status	In progress
Lead Agency	Macedon Ranges Shire Council

Waterways in the Macedon Ranges have unique environmental values, including platypus, birds, frogs and fish, which are threatened by urban stormwater runoff. The Water Sensitive Urban Design (WSUD) Officer will focus on protecting and improving waterway health through improved stormwater management and community engagement, which may include:

- developing relationships and improving information sharing around stormwater management and stormwater pollution issues
- engaging with Traditional Owners (Wurundjeri Woi-wurrung, Dja Dja Wurrung and Taungurung groups) to enhance opportunities for reconciliation and caring for the country to protect waterways
- ensuring compliance with WSUD principles during the design and implementation phase, including site environmental management during the construction
- increasing council's knowledge and capability for WSUD through field and desk-based work and professional oversight of the maintenance and renewal of WSUD assets
- enhancing partnerships with Melbourne Water, North Central Catchment Management Authority, Greater Western Water, Coliban Water, EPA Victoria and other government agencies.

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Useful resources

1. Central and Gippsland Region Sustainable Water Strategy 2022
2. Flood Management Strategy for Port Phillip and Western Port
3. Greater Melbourne Urban Water & System Strategy
4. Healthy Waterways Strategy
5. Living Melbourne: Our metropolitan urban forest strategy
6. Maribyrnong IWM Plan
7. Maribyrnong Catchment Strategic Directions Statement
8. Melbourne Sewerage Strategy
9. Municipal Association of Victoria Strategy 2021-2025
10. Open Spaces for Everyone Strategy
11. Plan Melbourne 2017-2050
12. Victoria's Climate Change Strategy
13. Water is life: Traditional Owner Access to Water Roadmap
14. Waterways of the West Action Plan

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Glossary of terms

Alternative water sources

Alternative water sources refer to any supplies other than Victoria's potable water network or 'grid'. Alternative water sources include rainwater, greywater, recycled water, groundwater, and stormwater. The use of alternative water sources needs to be safe, meet regulatory and environmental standards, and reflect community expectations.

Assets

Assets are resources that provide benefit. They include: infrastructure such as treatment plants, pipes and pumps; water assets such as dams, bores and wetlands; and community assets such as sporting facilities, public gardens and street trees. Natural assets (also known as natural capital) are assets of the natural environment, for example waterways and vegetation.

Biodiversity

The number and variety of plants, animals and other living beings, including microorganisms, across our land, rivers and oceans. It includes the diversity of their genetic information, the habitats and ecosystems in which they live, and their connections with other life forms.

Blue-green infrastructure

Green infrastructure refers to key vegetation features such as street trees, parklands, grassed sports fields and vegetated walls. Blue infrastructure refers to waterways, wetlands, recreational lakes, stormwater retarding basins and other water body features. Blue-green infrastructure brings these assets together through integrated approaches to deliver community benefits.

Catchment

An area where water falling as rain is collected by the landscape, eventually flowing to a body of water such as a creek, river, dam, lake or ocean, or into a groundwater system.

Climate change

A long-term change in the earth's temperature and weather patterns, generally attributed directly or indirectly to human activities such as fossil fuel combustion and vegetation clearing and burning.

Community

Includes individuals, public and private landholders, community groups and business owners.

Department of Energy, Environment and Climate Action (DEECA)

A department of the Victorian Government that supports Victoria's natural and built environment to ensure economic growth and liveable, sustainable and inclusive communities. The department assists several ministers, develops and implements state policies and programs, and oversees the administration of organisations, including catchment management authorities.

Ecosystem

A dynamic complex of plant, animal, fungal and microorganism communities and the associated non-living environment, interacting as an ecological unit.

Environment Protection Authority (EPA Victoria)

Victoria's environmental regulator is an independent statutory authority. The authority supports Victorians to prevent and reduce the harmful effects of pollution and waste on communities.

Environmental water

Water to support environmental values and ecological processes.

Flooding (stormwater)

Inundation by local runoff. Stormwater flooding can be caused by local runoff exceeding the capacity of an urban stormwater drainage system or by the backwater effects of mainstream flooding causing the urban stormwater drainage system to overflow.

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Floodplain
Low-lying land adjacent to a river or stream with unique ecosystems dependent on inundation from flood events.

Flow
Movement of water – the rate of water discharged from a source, given in volume with respect to time.

Gigalitre (GL)
One billion (1,000,000,000) litres. One gigalitre is the equivalent of approximately 400 Olympic-size swimming pools.

Greater Metropolitan Melbourne Region
The Port Phillip and Western Port Bay catchment area, including the Werribee, Maribyrnong, Yarra, Dandenong and Western Port catchments.

Groundwater
All subsurface water, generally occupying the pores and crevices of rock and soil.

Growth areas
Locations on the fringe of metropolitan Melbourne designated in planning schemes for large-scale transformation, over many years, from rural to urban use.

Impervious area
A surface or area within a catchment that significantly restricts the infiltration of water. Impervious surfaces can include concrete, road surfaces, roofs and saturated ground such as a lake or pond.

Implementation partner
An implementation partner is an organisation that supports the delivery of actions and will commit agreed resources with the lead organisation to ensure timely progress of the action.

Infrastructure
Basic facilities and networks needed for the functioning of a local community or broader society.

Integrated water management (IWM)
A holistic and collaborative approach to managing water that brings together all elements of the water cycle, including wastewater management, water supply, stormwater management and water treatment, considering environmental, cultural, economic and social benefits.

Integrated Water Management Forum
A meeting of urban water management organisations to identify, prioritise and commit to the investigation of integrated water management opportunities.

Irrigation district
An area declared under the *Water Act 1989* that is supplied with water by channels and pipelines used mainly for irrigation purposes.

Lead organisation
A lead organisation will drive the action forward and liaise with implementation partners, as appropriate, throughout all stage of action delivery. They will commit the necessary resources to progress activities to deliver the action. They will communicate with partners to clearly define their roles, responsibilities, and resource needs.

Liveability
A measure of a city's residents' quality of life, used to benchmark cities around the world. It includes socioeconomic, environmental, transport and recreational measures.

Megalitre (ML)
One million (1,000,000) litres.

Open space
Includes land reserved for natural landscape, parklands, recreation and active sports.

Potable water
Water of suitable quality for drinking.

Rainwater
Water that has fallen as rain or has been collected from rainfall.

Recycled water
Water derived from sewerage systems or industry processes that is treated to a standard appropriate for its intended use.

Reservoir
Natural or artificial dam or lake used for the storage and regulation of water.

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Resilience
The capacity of individuals, communities, institutions, businesses, systems and infrastructure to survive, adapt and grow, no matter what chronic stresses or shocks they encounter.

Runoff
The portion of rainfall that ends up as streamflow, also known as rainfall excess.

Stormwater
Runoff from urban areas. The net increase in runoff and decrease in groundwater recharge resulting from the introduction of impervious surfaces such as roofs and roads within urban development.

Sub-catchment
A minor waterway catchment within one of the major waterway catchments in the region. There are 69 sub-catchments defined by the *Healthy Waterways Strategy 2018* (Melbourne Water) in the Port Phillip Bay and Western Port Region. Sub-catchments are used as the spatial unit for the plan analysis.

Traditional Owners
People who, through membership of a descent group or clan, are responsible for caring for Country. Aboriginal people with knowledge about traditions, observances, customs or beliefs associated with a particular area. A Traditional Owner is authorised to speak for Country and its heritage.

Urban greening
Growing plants wherever possible in cities to contribute to urban vegetation coverage and provide a connection to nature.

Urban water cycle
The cycle of water through urban environments. Distinguished from the natural urban water cycle by the transfer of water through built infrastructure and the high runoff rates generated by impervious surfaces.

Wastewater
Water that has had its quality affected by human influence, deriving from industrial, domestic, agricultural or commercial activities.

Water corporations
Victorian Government organisations charged with supplying water to urban and rural water users. They administer the diversion of water from waterways and the extraction of groundwater. Formerly known as water authorities.

Water infrastructure
Facilities, services and installations needed for the functioning of a water system.

Water sector
Organisations involved in water management, including water corporations, local government and catchment management authorities.

Water Sensitive Urban Design (WSUD)
The planning, design and construction of urban development that aims to minimise the impact on the surrounding environment and waterways by treating and reducing stormwater flows, increasing soil moisture and urban greening, and providing an alternative water source.

Waterways
Rivers and streams, their associated estuaries and floodplains (including floodplain wetlands), and non-riverine wetlands.

Waterway health
Waterway health is an umbrella term for the overall state of key features and processes that underpin functioning waterway ecosystems (such as species and communities, habitat, connectivity, water quality, riparian vegetation, physical form, and ecosystem processes such as nutrient cycling and carbon storage).

Wetlands
Natural, modified or artificial areas subject to permanent or temporary inundation, which hold static or very slow-moving water and develop, or have the potential to develop, biota adapted to inundation and the aquatic environment. Wetlands may be fresh or saline.

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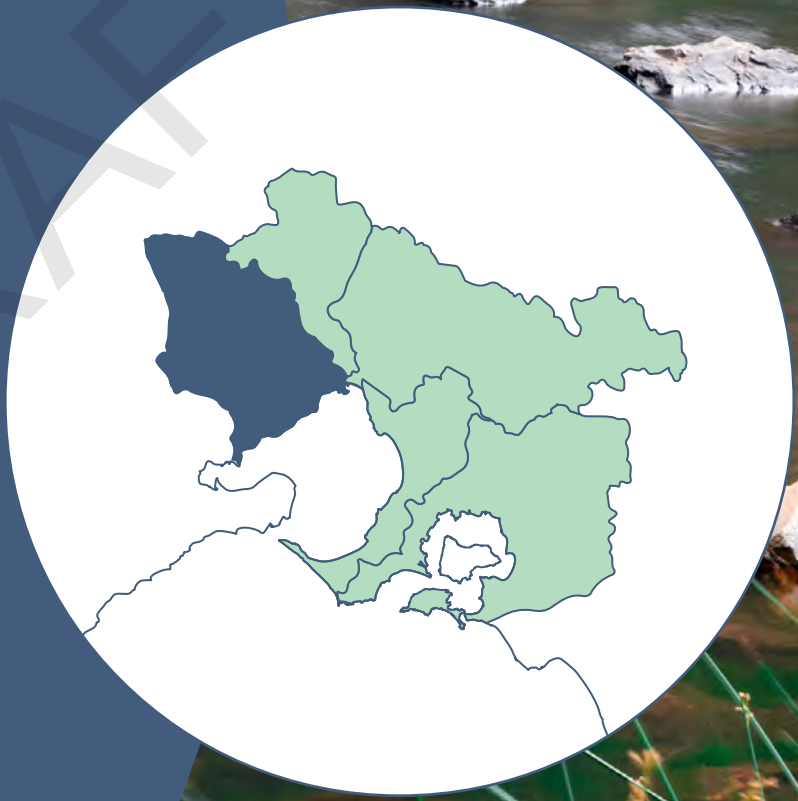
For more information visit:
www.water.vic.gov.au/liveable/integrated-water-management-program

Integrated Water Management Forums

VICTORIA State Government | Energy, Environment and Climate Action

Werribee Catchment Integrated Water Management Plan

Actions for Delivery



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Draft
December 2023

Integrated Water Management Forums

VICTORIA State Government | Energy, Environment and Climate Action

Acknowledgement of Victoria's Aboriginal communities

The Werribee IWM Forum proudly acknowledges Victoria's Aboriginal communities and their rich culture and pays its respects to their Elders past and present. The Werribee IWM Forum also recognises the intrinsic connection of Traditional Owners to Country and acknowledges their contribution to the management of land, water and resources.

We acknowledge Aboriginal people as Australia's first peoples and as the Traditional Owners and custodians of the land and water on which we rely. We recognise and value the ongoing contribution of Aboriginal people and communities to Victorian life and how this enriches us. We embrace the spirit of reconciliation, working towards the equality of outcomes and ensuring an equal voice.

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Foreword

The Werribee catchment is a unique part of Victoria's landscape – one of Victoria's driest catchments and witnessing rapid urban and regional development. More than ever, water needs to be at the centre of the land-use planning process to protect the natural character of the region, including its nationally significant irrigation districts, and the backbone of Werribee: the Werribee River.

The Werribee IWM Forum recognises our shared responsibility to plan for water differently if we are to position the region to be the most liveable and resilient places the in the world.

As Chair of the Werribee IWM Forum, I would like to acknowledge the deep commitment of all Forum Members and the hard work of the Working Group members and DEECA staff to produce this *Catchment Scale IWM Plan: Actions for Delivery*.

The plan demonstrates a pivotal shift, where our endeavours are not just aspirational, but are focused on tangible delivery and meaningful outcomes. It provides a launching pad to guide investment in IWM over the next 10 years, with Forum partners working together to deliver on-the-ground IWM projects, unlock new investment opportunities, and address urgent challenges.

Now, as we work together to deliver the actions in this plan, we go beyond safeguarding water resources to directly improving water security, protecting the environment, and contributing to the enhancement of liveability, ensuring our communities not only survive but thrive.

We look to the future with a sense of purpose and anticipation. The challenges we face require sustained effort, and our dedication to key enabling policy work will be a continued focus as we look ahead.

As Lead Chair of the Metropolitan and Regional IWM Forums, I would like to acknowledge the tremendous contribution of the IWM Forum Chairs and Forum partners across Victoria who continue to work together to achieve meaningful and long-term change that we can be proud of.

They continue to collaborate to deliver catchment scale outcomes, often beyond their organisational boundaries and control, modelling the vision and collaborative leadership that is and will continue to be required this century, as we adapt to the impacts of climate change.

The partnership approach that has been the cornerstone of our success is a commitment we value deeply, and we look forward to its continuation into the future.

Rob Skinner
Chair of the Werribee IWM Forum
Lead Chair of the Metropolitan
and Regional IWM Forums

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Acknowledgements

The *Werribee Catchment Integrated Water Management Plan: Actions for Delivery* has been developed by the Werribee Integrated Water Management (IWM) Forum. Members of this Forum include the Chief Executive Officers, Executive Directors and Managing Directors of the following organisations:

Brimbank City Council

Bunurong Land Council Aboriginal Corporation

Greater Western Water

Hobsons Bay City Council

Macedon Ranges Shire Council

Melbourne Water

Melton City Council

Moorabool Shire Council

Southern Rural Water

State of Victoria, Department of Energy, Environment and Climate Action

State of Victoria, Victorian Planning Authority

Wadawurrung Traditional Owners Aboriginal Corporation

Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation

Wyndham City Council

This plan represents the collective aspirations and intent of these organisations and has been developed through a collaborative process. The plan development process was facilitated by the Department of Energy, Environment and Climate Action (DEECA) and overseen by the Werribee IWM Forum Working Group. The plan has been developed with assistance from E2Designlab.

The Werribee IWM Forum is grateful to the Werribee IWM Working Group for the time and technical expertise they dedicated to guide the development of this plan.

The Werribee IWM Forum acknowledges the Traditional Owners as original custodians who have managed land and water sustainably over thousands of generations and who maintain an active connection to Country. Traditional Owners hold the knowledge, stories, custodial obligations, and cultural expertise that has always ensured the health of waterways and river Country. Each Traditional Owner group within the Werribee IWM Forum holds the cultural authority to speak for water, rivers, and river Country within their traditional region.

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Integrated water management in the Werribee catchment

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Victorians face a future with less water due to climate change and population growth. We need to act now and rethink the ways we manage our water resources.

Integrated water management (IWM) is a holistic approach to managing water that takes into account the interconnected nature of water and land systems and considers the social, cultural, economic, and environmental aspects of water use.

IWM can be applied at all scales, from waterway catchments to smaller suburbs and towns, and even down to individual streets and houses. Solutions identified through IWM can improve water security, reduce degradation of waterways and bays, reduce flood risks, rehabilitate ecosystems, create vibrant open spaces, and support peri-urban agriculture. This enhances climate change resilience and improves the health and well-being of communities and the amenity and liveability of cities.

The Werribee catchment

Vision

The Werribee catchment is resilient and thriving. Our growing communities are supported, and the health of our diverse environment is enhanced.

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Catchment condition and challenges

The Werribee catchment lies west of Melbourne and covers about 2,715 square kilometres, extending along the southern reaches of the Great Diving Range at the Wombat State Forest, south across dry, flat to gently undulating plains scattered with volcanic features, to where grasslands join wetlands on the western shoreline of Port Phillip Bay. Within the Werribee catchment are the traditional lands of the Wurundjeri Woi-wurrung and Bunurong, east of the Werribee River, and of the Wadawurrung to the west.

The Werribee River (Wirribi Yaluk (in Wadawurrung language) or Weariby Yallok (in Bunurong language) meaning 'backbone' or 'spine') flows from Wombat State Forest for about 110 kilometres south-east to Port Phillip Bay. Waterways in this catchment are diverse, ranging from large rivers to small ephemeral creeks.

Waterway health is strongly linked to land use, with the upper reaches of waterways in a more natural condition than those in the rural and urban areas. Sensitive tributaries in the previously undeveloped northern areas of the catchment, particularly in growth areas near Melton, are at risk from increasing urban runoff volumes where development is proposed. Water quality generally deteriorates downstream, due to agriculture and urban development and the resulting stormwater pollution. The Werribee River is also flow-stressed with an environmental flow deficit of 12 gigalitres per year. Existing environmental entitlements for the river only provide minor flow relief in the system, and environmental volumes are forecast to further decline without intervention.

All waterways in the catchment flow to the western shoreline of Port Phillip Bay, which includes Wetlands of International Importance under the Ramsar Convention on Wetlands.

Agriculture dominates much of the Werribee catchment, with 67% of the area used to produce leafy vegetables, fruit and turf, as well as poultry, grazing and crops. The Bacchus Marsh Irrigation District (BMID) and Werribee Irrigation District (WID) in the catchment are major water users and impacts of climate change are already being felt. BMID is supplied from the Werribee River, while WID has both Werribee River and groundwater entitlements and supplementary supply of recycled water from Western Treatment Plant.

The presence of the Western Treatment Plant along with smaller treatment plants including those in Altona, Melton (Surbiton Park), and Bacchus Marsh means the catchment has substantial wastewater resources that could be used beyond what is currently delivered. By increasing alternative water supply to agricultural users or further expanding irrigated agricultural areas there is an opportunity to support economic growth in the region.

POPULATION GROWTH

723,000 2021
1,410,000 BY 2050



[1] State Government of Victoria (2019). Victoria in Future 2019 (VIF2019).
[2] State Government of Victoria (2022). Central and Gippsland Region Sustainable Water Strategy. Final Strategy.

The catchment has an estimated population of 723,000 people and is predicted to grow to 1.41 million by 2050[1]. Significant areas are undergoing rapid development, and urban residential development will continue across the catchment for many years to come. Urban water security is a challenge due to rapid population growth and major development areas around Melton, Bacchus Marsh and Truganina. The catchment draws some of its potable water supply from local reservoirs and is increasingly reliant on the Melbourne water supply system. The future climate will be hotter and drier, with lower rainfall expected to reduce inflows to reservoirs and decrease river flows, placing further strain on our current water supplies[2].

The Werribee catchment is the driest in the Greater Melbourne region and has low canopy cover compared with the rest of Melbourne, meaning that trees and open spaces are more dependent on irrigation to offer communities high quality green space. While there will be a reduction in average annual rainfall and more extreme temperatures, the catchment is predicted to see more frequent and intense rainfall events, which will increase the risk of flooding. These changes, combined with increased development and growing populations, will place more pressure on infrastructure, natural assets and water services in the catchment.

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The role of IWM

Werribee is facing a hotter and drier climate; more severe and frequent storms, bushfires and floods; population growth; water scarcity; cost of living pressures; and the need to invest in new infrastructure while managing rising construction costs.

To meet this challenge, we all have a role to play on our shared journey toward improved resilience and sustainability. Together, we can achieve better collective value, leading to outcomes that positively impact every member of our community.

By managing the whole water cycle, we can achieve a wider range of outcomes including:



conserving our precious drinking water supplies by using alternative water supplies (such as high-quality recycled water), for particular purposes



supporting greener, cooler streets and parks, and creating vibrant public spaces



contributing to healthier rivers, creeks, wetlands and our bay through improving the quality of water that flows to these systems



helping to mitigate flood risks



improving productivity and prosperity of agriculture and Victorian businesses.

This can all be delivered while providing the same or improved level of water services for supply, wastewater management and drainage. Strategic outcomes for IWM for the catchment that deliver these benefits are described on page 7.

Collaboration is key to the success of this plan

Creating a resilient and liveable future is a shared responsibility. Fourteen stakeholder organisations (referred to as IWM Forum partners) in the Werribee catchment are working together to respond to regional challenges and local issues. This approach embraces the co-delivery of on-the-ground outcomes to progressively transform the way we manage our urban water resources and catchments. In turn, this will deliver greater benefits for the region than can be achieved by any one organisation in isolation.

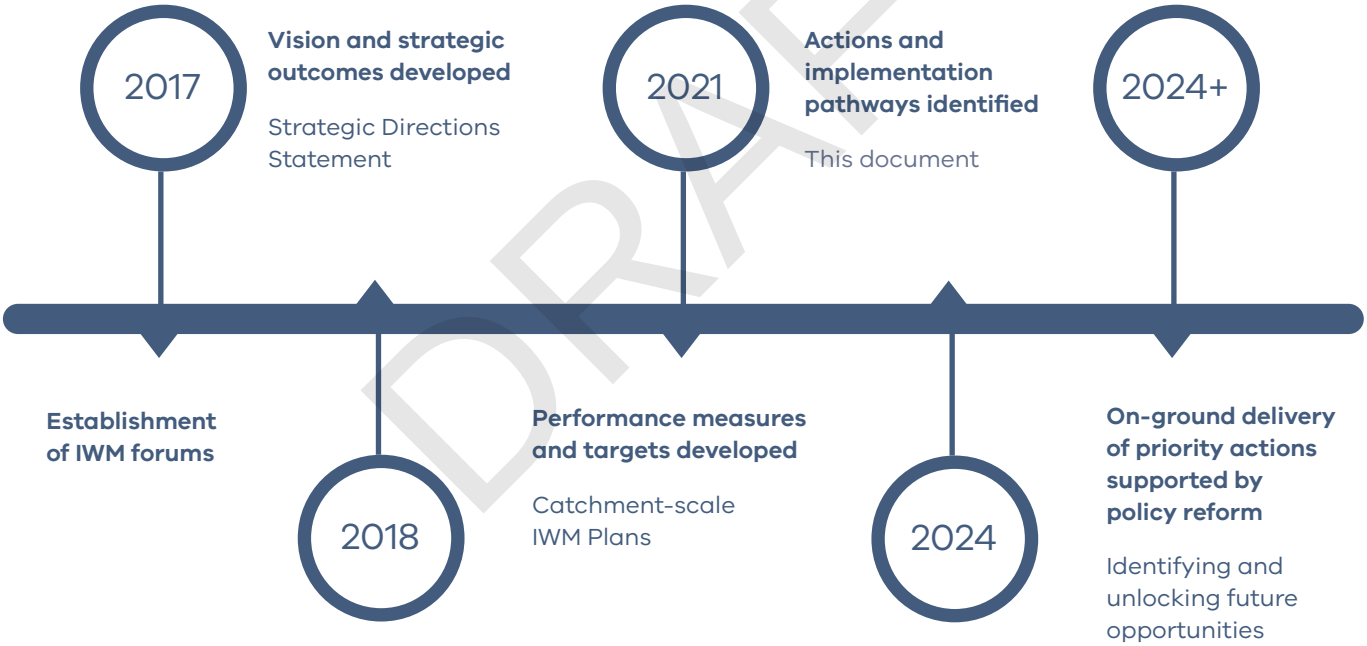
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Our journey

Following the establishment of IWM Forums in Metropolitan Melbourne in 2017, each Forum collaboratively developed an agreed vision underpinned by 7 strategic outcomes. These are articulated in the Strategic Directions Statement for each catchment, published in 2018 and available online.

From 2019 to 2021, IWM Forum partners worked together through a rigorous and collaborative process to develop measures and targets for each outcome area in each catchment. These are articulated in the *Catchment-scale IWM Plan: Targets Driving Outcomes* for each catchment, published in 2022 and available online.

Since early 2022, the Forums have been developing a suite of strategic actions that deliver the greatest advances towards the targets. The priority actions are captured in the *Catchment-scale IWM Plan: Actions for Delivery* for each catchment (this document) and will define the forward journey for each Metropolitan Melbourne IWM Forum. We will monitor and report on the progress against the IWM targets and identified actions.



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IWM is a major pillar of the other local and regional planning strategies that are needed to achieve a liveable and resilient Melbourne. This plan bridges the gap between and across these strategies, in particular:

- *Central and Gippsland Region Sustainable Water Strategy 2022*
- *Water is Life: Traditional Owner Access to Water Roadmap 2022*
- *Greater Melbourne Urban Water System Strategy 2022*
- *Flood Management Strategy for Port Phillip and Western Port 2021-2031*
- *Victoria's Climate Change Strategy 2021*
- *Healthy Waterways Strategy 2018-2028*
- *Melbourne Sewerage Strategy 2018*
- *Council Community Plans, Climate Change and Water Plans*

From planning to delivery

We have taken the time to define what we want and our pathway forward. We are now ready to act and implement actions for the benefit of the Werribee catchment as well as the region.

What we are aiming to deliver

Strategic outcomes

The *Strategic Direction Statements* articulate the vision and strategic outcomes for each catchment. Strategic outcomes adopting the IWM approach are: safe, secure and affordable water supplies in an uncertain future; effective and affordable wastewater systems; managed existing and future flood risks and impacts; healthy and valued waterways and marine environments; healthy and valued urban, rural agricultural and green landscapes; community values reflected in place-based planning; and jobs, economic benefits and innovation. Each strategic outcome will play a significant role in shaping the liveability, prosperity and resilience of the community living in the Werribee catchment as well as the Greater Melbourne region.

Each priority action listed in this plan supports one or more of the IWM strategic outcomes, and will bring us a step closer to achieving Werribee's vision..

Indicators, measures and targets

Indicators, measures and targets further define the strategic outcomes, and for each catchment are articulated in the *Catchment-scale IWM Plans: Targets Driving Outcomes*. These plans reflect important indicators and measures for IWM forum partners to adopt.

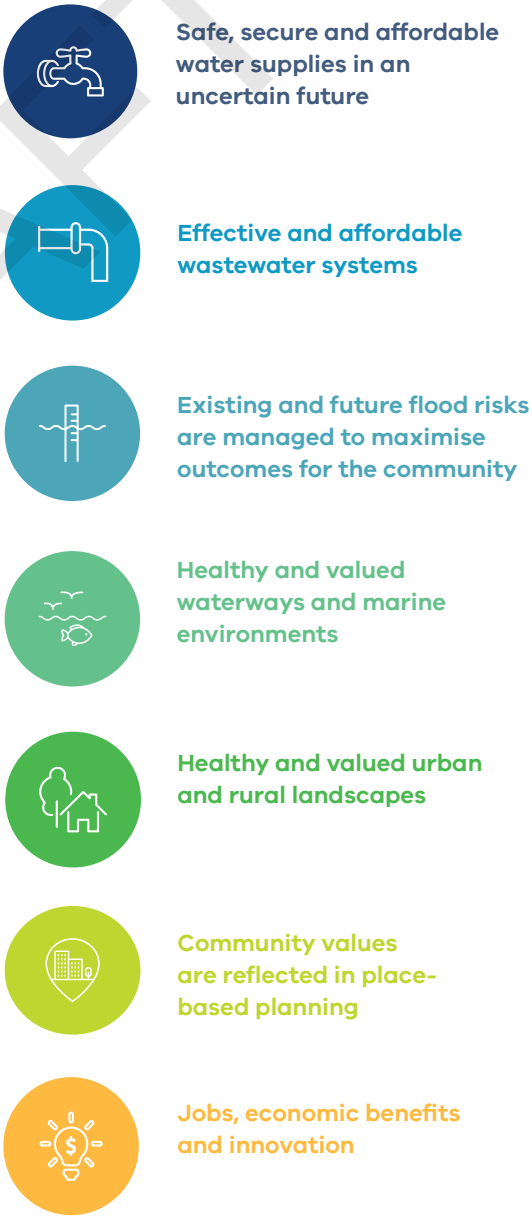


Figure 1. Strategic Outcomes

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What is this plan

The *Werribee Catchment Integrated Water Management Plan: Actions for Delivery* is one of five such plans: one for each of the catchments in Metropolitan Melbourne (i.e. Dandenong, Maribyrnong, Werribee, Western Port and the Yarra). Collectively, these are referred to as 'Catchment-scale IWM Plans: Actions for Delivery'.

Each plan includes outcome-focused actions at a range of scales, which are complementary and reinforcing, to improve the resilience, liveability and sustainability of our urban areas and the environment.

The priority actions in this plan, combined with locally important projects, and new actions that will be identified in the future, are all part of how we will deliver our catchment and regional targets.

How this plan was developed

These plans have been developed by the partners of the Werribee IWM Forum in collaboration with partners of Yarra, Dandenong, Western Port and Maribyrnong IWM Forums. IWM Forums provide member organisations with a transparent process to enhance or accelerate IWM initiatives and coordinate IWM across organisational and geographic boundaries.

IWM Forum partners worked together to decide on the key actions to take forward as part of this plan.

Strategic Directions Statement (2018)

- Vision and strategic outcomes for the catchment
- The case for putting IWM into practice
- Priority actions to deliver strategic outcomes for the catchment

Catchment-scale IWM Plan: Targets Driving Outcomes (2022)

- Performance indicators and measures to track progress towards each strategic outcome
- Outcome-focused targets, where relevant, to define the desired state by 2030 and 2050

Catchment-scale IWM Plan: Actions for Delivery (this document)

- Priority structural and enabling actions to contribute to delivering outcomes for the Werribee catchment as well as for the Greater Melbourne region

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How will this plan be used

The *Werribee Catchment Integrated Water Management Plan: Actions for Delivery* will support water planning and management over the next 10 years (2024–2034), which will deliver clear outcomes for the catchment. It outlines a suite of priority projects agreed on by all organisations involved in the management of water, working together towards a common vision. Many more locally important projects are being pursued, which collectively contribute to the strategic outcomes of the catchments.

The plan will be used by IWM Forum partners to guide investment. It will be a living plan, to be reviewed regularly. Organisations will use their best endeavours to progress projects using the priority action lists for infrastructure planning and when making investment decisions. Future actions will be identified through updates to the plan.

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Working with Traditional Owners

This section is being drafted with Traditional Owner groups and will be included in the final document.

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Priority actions to respond to catchment challenges

What are priority actions?

Priority actions are important initiatives to deliver on strategic outcomes for the catchment. Some are structural and others aim to resolve key water management barriers. Priority actions are structural, systemic enabling or place-based.

In September 2023, Forum Members agreed on 8 priority structural actions across the catchment. More information on these priority actions is provided in the 'Structural actions' section (page 15).

While progressing structural actions, IWM Forum partners recognise the need to simultaneously work towards resolving key barriers and challenges to the delivery of IWM, including funding, policy, regulation and, more broadly, governance, institutional challenges and planning.

There are 15 systemic enabling actions identified and listed in the 'Systemic enabling actions' section (page 19). To deliver the necessary changes in industry practice, some actions will require a program of activities. It may take several years to progressively shift practice and unlock change.

Seven priority place-based enabling actions are listed in the 'Place-based enabling actions' section (page 21).

8 structural actions
(Page 15)

Structural actions provide benefits that can be quantified. They deliver on-the-ground infrastructure, such as an alternative water supply network, or natural assets, such as wetlands, raingardens, rivers, creeks, trees and vegetation.

15 systemic enabling actions
(Page 19)

Systemic enabling actions help transition from conventional water management to IWM. Priority actions address key regional challenges.

7 place-based enabing actions
(Page 21)

Place-based enabling actions help address local and site-specific issues.

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Impact of IWM actions on the Werribee catchment by 2050

We are already tracking what we have achieved and what we expect this plan to deliver for the Werribee catchment. Some key benefits expected by 2050 are shown below.

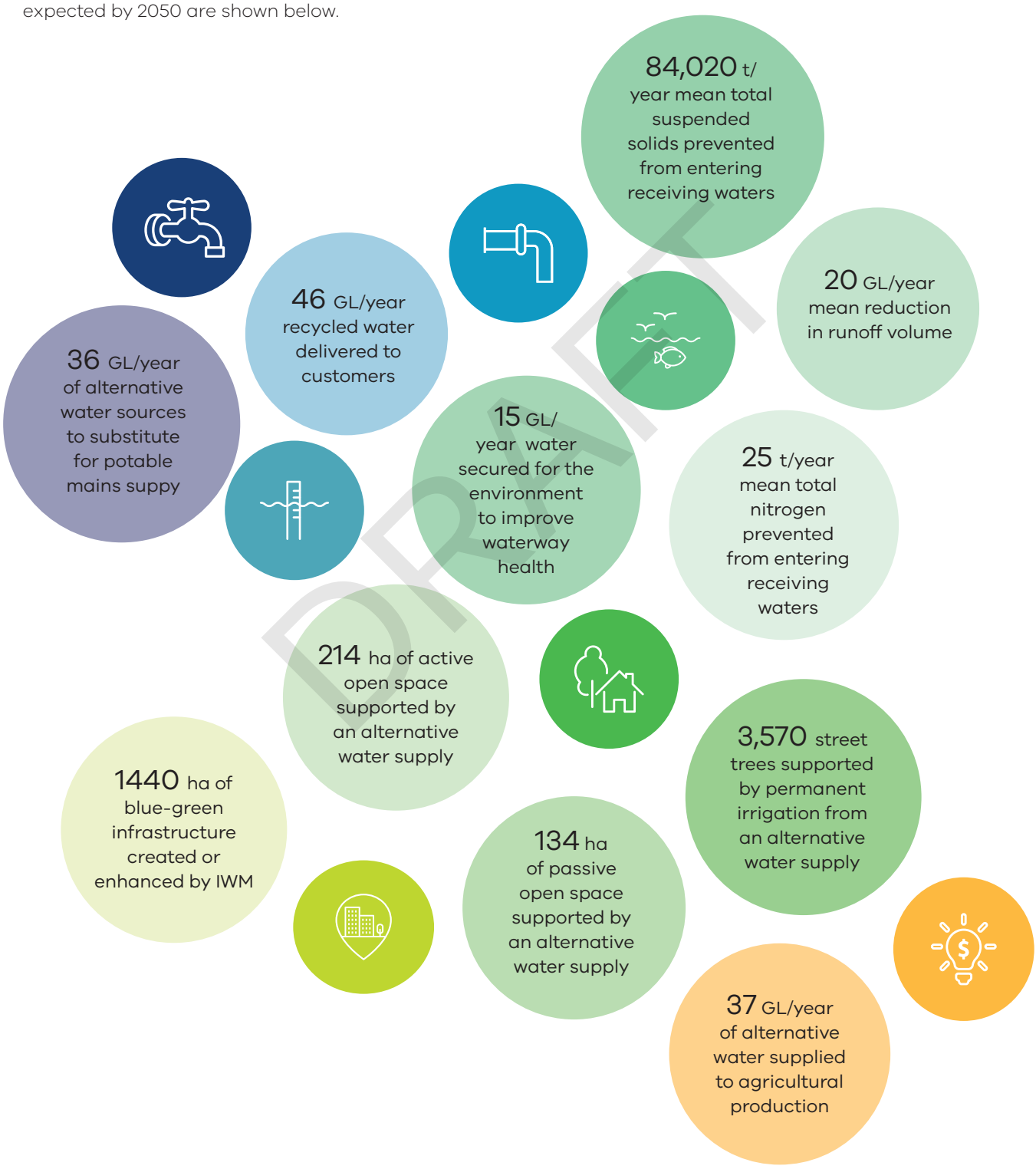


Figure 2. Benefits of IWM actions on the Werribee catchment by 2050

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Part of a bigger picture

IWM requires collective effort across the entire Metropolitan Melbourne region. In Metropolitan Melbourne, there are a total of 135 priority structural actions and 51 priority place-based actions.

Collectively the actions will shape the liveability, prosperity and resilience of the region. These are significant impacts that would otherwise not be realised through a less collaborative approach.

If all priority actions are delivered across the 5 Metropolitan Melbourne Forum areas, we will diversify our water supplies, improve catchment and waterway health, and sustain local food production.

Potable water substitution

By 2030, the priority actions can deliver 43 GL/year of alternative water to substitute for drinking water, against a target of 53 GL/year. By 2050, the priority actions can deliver 145 GL/year of alternative water, against a target of 150 GL/year.

2030



81% of target met

2050



97% of target met

Recycled water

By 2030, the priority actions can deliver 67 GL/year of recycled water to customers, against a target of 85 GL/year. By 2050, the priority actions can deliver 137 GL/year of recycled water, against a target of 230 GL/year.

2030



79% of target met

2050



60% of target met

Stormwater reduction

By 2030, the priority actions can deliver a 44 GL/year reduction in the volume of stormwater runoff entering waterways, against a target of 70 GL/year. By 2050, the priority actions can reduce stormwater runoff volume by 79 GL/year, against a target of 197 GL/year.

2030



63% of target met

2050



40% of target met

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Water for the environment

By 2030, the priority actions can secure 43 GL/year of water for the environment to improve waterway health, against a target of 54 GL/year for the year 2032[1]. By 2050, the priority actions can secure 56 GL/year of water for the environment.

2032



80% of target met

Agricultural production

By 2030, the priority actions can deliver 43 GL/year of alternative water for agricultural production, against a target of 63 GL/year. By 2050, the priority actions can deliver 54 GL/year of alternative water for agricultural production, against a target of 112 GL/year.

2030



68% of target met

2050



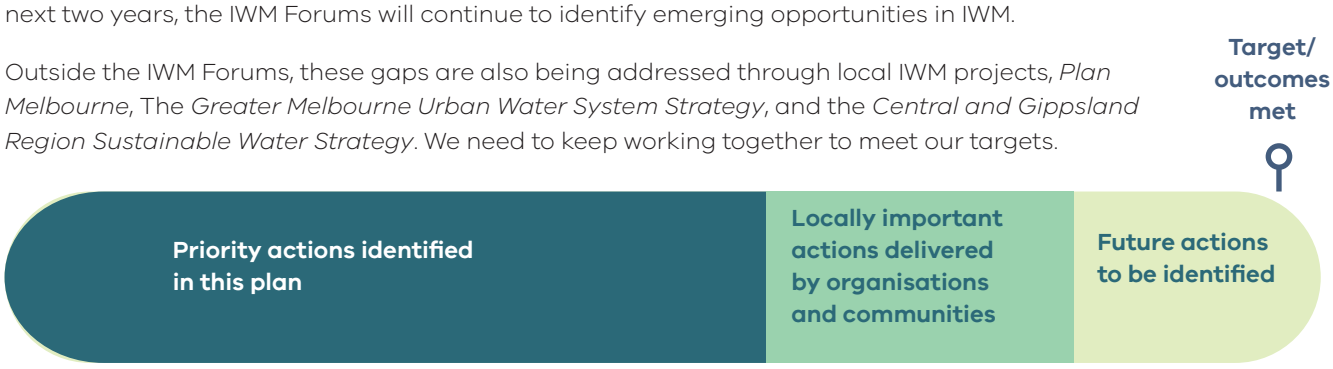
48% of target met

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Progress towards our targets

If we successfully deliver on this plan, we will be about 60% of the way towards meeting our 2050 targets. Some gaps still remain, particularly in reducing stormwater runoff. Over the next two years, the IWM Forums will continue to identify emerging opportunities in IWM.

Outside the IWM Forums, these gaps are also being addressed through local IWM projects, *Plan Melbourne*, The *Greater Melbourne Urban Water System Strategy*, and the *Central and Gippsland Region Sustainable Water Strategy*. We need to keep working together to meet our targets.



[1] The target for returning water to the environment comes from the *Central and Gippsland Region Sustainable Water Strategy*. The strategy does not include a 2050 target.

Attachment 12.4.2

Structural actions overview

The next decade will see activities undertaken by Forum partners that will progress actions towards construction.

The 8 priority structural actions are at different stages of progress, from ideas development, to feasibility and concept, business case, detailed design, and construction. By their very nature, IWM actions deliver multiple outcome-based objectives (e.g. provision of an alternative water supply, water quality improvement, or waterway or landscape enhancement) and these are summarised in Table 1. These are significant large-scale actions that will be complemented by many other local actions (not detailed in this plan). Priority actions can be categorised according to IWM outcomes as

- 7 water supply actions (of which 3 are recycled water and 4 are stormwater)
- 1 water quality improvement and/or waterway enhancement action.

Figure 3 and Table 1 outline the priority structural actions for the Werribee catchment. A more detailed description of these actions is provided on page 25.

7x

Water supply actions

3 x recycled water and 4 x stormwater

1x

Water quality improvement and / or waterway enhancement actions

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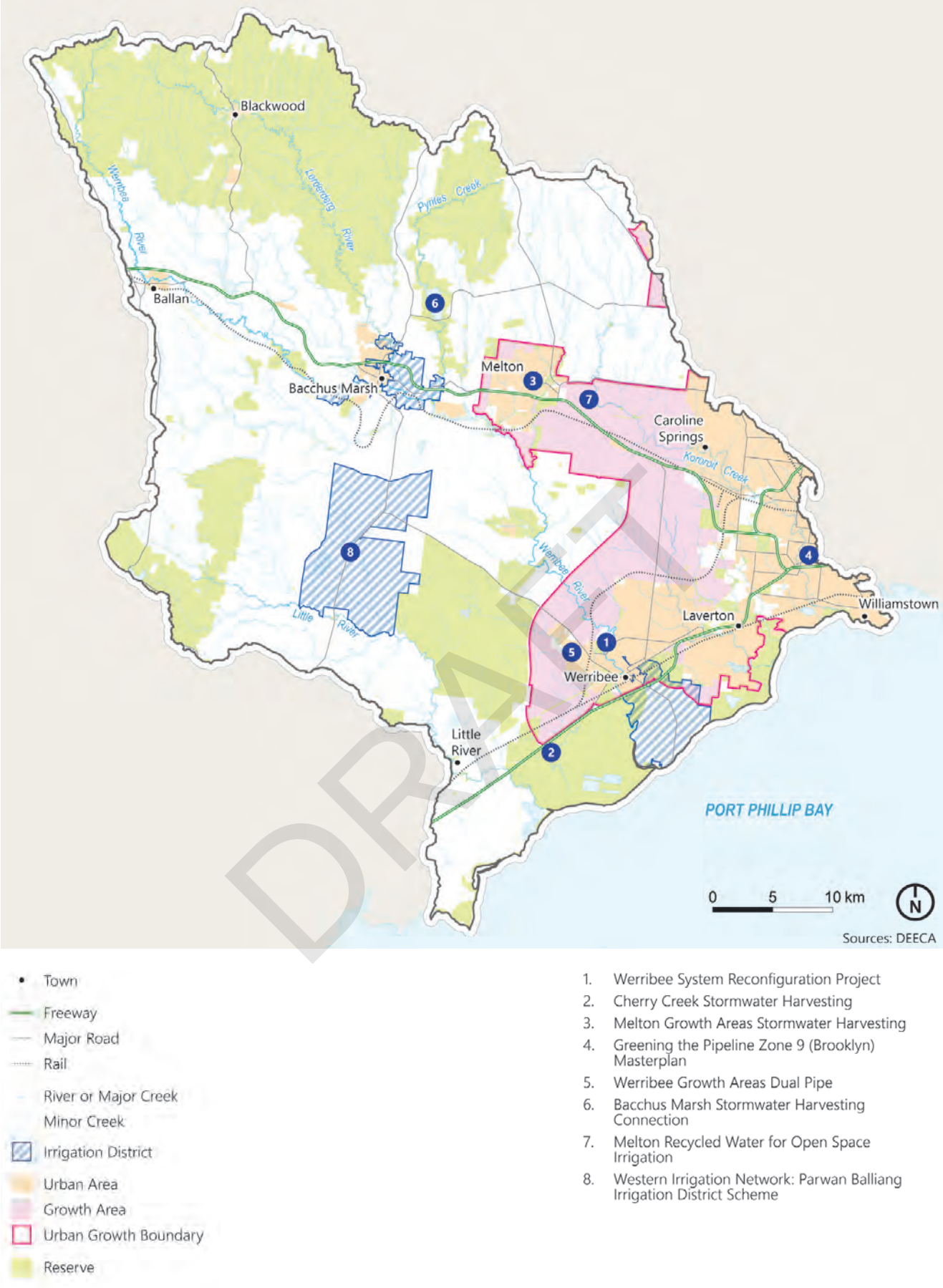
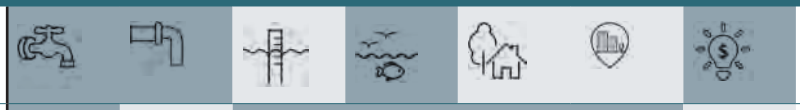
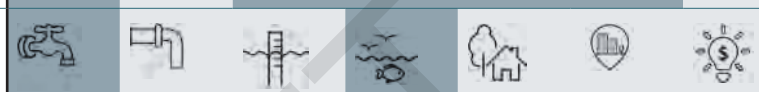
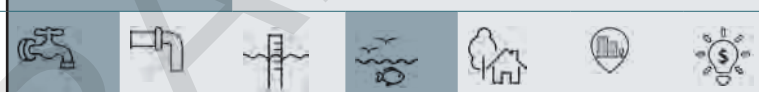


Figure 3. Map of priority structural actions for the Werribee catchment

Attachment 12.4.2

Table 1. Overview of priority structural actions for the Werribee catchment

IWM action	Strategic outcomes
Werribee system reconfiguration project	
Cherry Creek stormwater harvesting	
Melton growth areas stormwater harvesting	
Greening the pipeline Zone 9 (Brooklyn) masterplan	
Werribee growth areas dual pipe	
Bacchus Marsh stormwater harvesting connection	
Melton recycled water for open space irrigation	
Western irrigation network: Parwan–Balliang irrigation district scheme	

Shade scale



No Impact Impact

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Lead agency	Implementation partners	Status
Melbourne Water	Southern Rural Water, DEECA, Greater Western Water	
Hobsons Bay City Council	Greater Western Water	
Melbourne Water	Greater Western Water, Melton City Council, DEECA	
Melbourne Water	Maribyrnong City Council, Hobsons Bay City Council, Brimbank City Council	
Greater Western Water	Wyndham City Council	
Melbourne Water	Southern Rural Water, Greater Western Water, Moorabool Shire Council	
Greater Western Water	Melton City Council, developers, Wurundjeri WWCHAC	
Greater Western Water	Southern Rural Water, EPA, Moorabool Shire Council, Melton City Council, Greater Geelong City Council, Melbourne Water	

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Strategy opportunity status

Ideas development | Feasibility and concept | Business case | Detailed design | Construction | Benefit realisation

Systemic enabling actions overview

These actions have been developed to tackle the systemic barriers to mainstreaming (implementing) IWM such as funding, policy, and planning barriers. They work at a regional scale to assist in the delivery of on-the-ground structural actions.

Fifteen systemic enabling actions have been identified. These actions are listed in Table 2 in order of priority, as assessed by IWM Forum stakeholders. For each of the actions, the lead delivery agency, implementation partners and action status are noted.

Some systemic enabling actions will require a program of activities in order to deliver the necessary changes to industry practice. It may take several years to progressively shift practice and unlock change.

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Table 2. Summary of priority systemic enabling actions for Metropolitan Melbourne

IWM action	Lead agency	Implementation partners	Status
Secure funding and resourcing to enable Traditional Owners to make decisions and determine IWM priorities on their Country	DEECA, water corporations and local governments	Traditional Owner groups*	
Build capacity across IWM Forum partners to plan and deliver IWM	DEECA, water corporations and local governments	All IWM Forum partners	
Develop an investment framework for IWM	DEECA	All IWM Forum partners	
Embed IWM in land-use planning and urban development	DEECA, Victorian Planning Authority	All IWM Forum partners	
Clarify roles and responsibilities for delivering IWM outcomes	DEECA	All IWM Forum partners	
Develop guidance for stormwater harvesting and infiltration	DEECA, Melbourne Water, EPA, local governments	All IWM Forum partners, development sector	
Develop policy and regulatory support for increased use of recycled water and treated stormwater	DEECA	All IWM Forum partners, development sector	
Further develop the IWM resource hub to share data and information	DEECA	All IWM Forum partners	
Develop a WSUD asset maintenance framework	DEECA**	Melbourne Water, local governments	
Develop a framework for installation and maintenance of rainwater tanks	DEECA, water corporations	All IWM Forum partners	
Develop sub-catchment-scale targets for total suspended solids and total nitrogen prevented from discharging to waterways	DEECA**	All IWM Forum partners	
Strengthen policy and regulatory support for urban greening	DEECA**	All IWM Forum partners	
Improve community knowledge and involvement in urban water management	Water corporations, DEECA	All IWM Forum partners	
Develop and deliver a water efficiency plan for Greater Melbourne	Water corporations	All IWM Forum partners	
Investigate opportunities to use recycled water and stormwater to improve environmental flows	DEECA, water corporations	All IWM forum partners	

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Strategy opportunity status

On hold | Ideas stage | Commenced | In progress

Note: *Bunurong Land Council Aboriginal Corporation (BLCAC), Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation (WWCHAC), Wadawurrung Traditional Owners Aboriginal Corporation (WTOAC).
Note: ** indicates that DEECA will collaboratively seek a lead organisation and partners to deliver this action.

Place-based enabling actions overview

Place-based enabling actions address specific challenges for the catchment and can significantly contribute to mainstreaming IWM. They work hand-in-hand with regional systemic enabling actions and priority structural actions, unlocking additional IWM opportunities.

Place-based enabling actions focus on understanding and identifying catchment-specific opportunities.

Seven place-based enabling actions have been identified. These actions are listed in Table 3 in order of priority as agreed by IWM Forum members. For each of the actions, the lead delivery agency and action status are listed.

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Table 3. Summary of priority place-based enabling actions for the Werribee catchment

IWM action	Lead agency	Status
Undertake strategic assessments of catchment- scale spatial IWM opportunities – Werribee catchment	DEECA*	
Greater Western Water stormwater harvesting fund	Greater Western Water	
Assess open space irrigation for urban cooling opportunities	Greater Western Water	
Explore large-scale stormwater harvesting opportunities	Melbourne Water	
Support implementation of Flood Management Strategy for Port Phillip and Western Port – Action Plan 2021–2026	Melbourne Water	
IWM options for approval of precinct structure plans in the western growth area	DEECA*	
Integrated water cycle mass balance plan	Greater Western Water	

Strategy opportunity status

On hold | Ideas stage | Commenced | In progress

Note: * indicates that DEECA will collaboratively seek a lead organisation and partners to deliver this action.

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Success stories

Since the release of the *Werribee Strategic Directions Statement*, IWM Forum partners are successfully delivering numerous projects, paving the way for the identification and delivery of future actions. The projects highlighted here are a selection of many success stories across the Werribee catchment. Delivery of many of these projects has been through collaborative partner investment including co-investment from the Victorian Government.

Reimagining Arnolds Creek

This project is recognised as a priority (Action 17) in the Werribee Integrated Water Management Forum's Strategic Directions Statement.

Arnolds Creek is in a highly urbanised catchment in Melton West and flows into the Werribee River. The area has a low proportion of public open space for communities to access and enjoy. The creek was characterised by a concrete channel with little in-stream habitat or ecological value.

Melbourne Water, in partnership with Melton City Council and the community, co-designed and delivered the naturalisation of a 1.4-kilometre length of channel to create a beautiful, natural meandering creek that supports important habitat values and is now home to growing populations of frogs, fish and waterbugs. According to data from the Victorian Biodiversity Atlas, there are 130 animal species and 129 plant species located within the Arnolds Creek corridor.

Over 200,000 native plants were planted to complement areas of existing native vegetation, providing high-quality landscaping along the parkland to better connect neighbourhoods to nearby schools, shops and community services. Additional shade provides urban cooling outcomes, creating more enjoyable spaces to play and relax. Arnolds Creek is now a highly valued asset that provides multiple environmental and community benefits while continuing to meet essential drainage requirements.

This project was the first among other waterway naturalisation projects in the XX region. It established a community-led approach and template for transforming Melbourne's stormwater channels and underground pipes back to natural waterways through Melbourne Water's Reimagining Your Creek program.

Together with a broader program of creek reimagining projects led by Melbourne Water, this project was the winner of the 2021 Australian Institute of Landscape Architects Victoria Award of Excellence for Infrastructure. Arnolds Creek was also a finalist for the Infrastructure Innovation Award (metro) in the Australian Water Association's Victorian Water Award.



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Werribee System Reconfiguration Project

This project is Action 4-10 Reconfiguring the Werribee System in the CGRSWS.

The Wirribi Yalu, or Werribee River, is an important part of Country for Traditional Owners, including the Bunurong, Wurundjeri Woi-wurrung and Wadawarrung peoples. The Werribee River and its tributaries are highly valued waterways that support platypus, frogs, fish and stands of river red gums. The waterway corridor also provides a place where communities can relax and connect with nature.

The urban planning and water industries have partnered to address the challenges of water security in the Werribee catchment arising from drier conditions, reduced and more saline river flows and rapid urban population growth.

A business case is underway, which will examine all water sources in the catchment (river water, recycled water and stormwater) and demands (irrigation, environment, Traditional Owner uses and urban uses) to determine the best combination of supply options for the future. There is an opportunity to reconfigure the Werribee water supply systems to provide more climate-resilient water sources for non-drinking purposes and make better use of all sources of water and reservoirs in the local system to potentially:

- increase water security for farmers across the Werribee and Bacchus Marsh irrigation districts
- free up river water entitlements for Traditional Owners and environmental uses
- harvest stormwater from the Melton's growth area for re-use and to protect the local waterways
- improve waterway health through complementary works at Werribee weir.

Western Irrigation Network

This project is recognised as a priority (Action 19) in the Werribee Integrated Water Management Forum's Strategic Directions Statement.

The Parwan–Balliang area, in Melbourne's outer west, is significant farming area, supplying vegetables, wheat and barley to the city and beyond. The area has traditionally suffered from a lack of rainfall, which has limited productivity and agricultural expansion. The surrounding areas of Bacchus Marsh, Melton and Sunbury are among the fastest-growing populations in Victoria, leading to large increases in the volume of recycled water being produced. Repurposing this water to irrigate agricultural land, rather than discharging it into local creeks and rivers, will reduce the volume of recycled water that impacts the waterways and protect them for future generations.

The Western Irrigation Network will connect dryland farmers in the Parwan-Balliang area, near Bacchus Marsh, with a guaranteed supply of Class C recycled water. The first stage of the Western Irrigation Network is under construction. Once complete, the scheme will supply around 2.4 gigalitres of recycled water per year to farmers to irrigate pasture and crops. This volume will increase as irrigators adapt and expand production. By 2050, the network could deliver up to 18 gigalitres of safe, secure irrigation water supply to the area. With access to new, secure, climate-independent recycled water, farming communities can expand agricultural production, diversify into alternative higher-value crops and create new jobs.

This $116.3 million project has been jointly funded by the Australian Government ($48.1 million), the Victorian Government ($65.6 million), Greater Western Water and other partners ($2.6 million). Australian Government funding is provided through the National Water Grid Fund.

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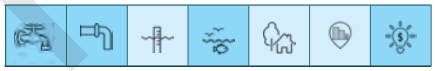


Action descriptions

This section provides a description of priority structural, systemic enabling and place-based enabling actions. For each action, an overview is provided together with details on the action status, lead agency and implementation partners.

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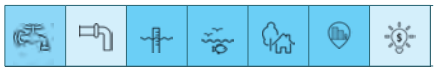
Structural Action 1
Werribee system reconfiguration project



Status	Business case
Lead Agency	Melbourne Water
Implementation Partners	Southern Rural Water, DEECA, Greater Western Water

The Werribee catchment faces challenges to water security due to drier conditions, reduced river flows, higher salinity in the Werribee River and reduced water reliability for irrigation districts. The catchment is also experiencing rapid population growth, which will increase water demand and increase the generation of alternative water sources. This action investigates the feasibility of using high-quality recycled water to create a new agricultural irrigation district and allow exchange of irrigation entitlements, to improve the agricultural productivity of the region and help preserve potable water supply. Supply of recycled water will replace 10–12 gigalitres of drinking water per year by 2050. A further 20 gigalitres per year will support Traditional Owner uses and environmental outcomes, and the provision of high-quality recycled water supply to agricultural areas such as the Werribee and Bacchus Marsh Irrigation Districts. This will increase provisions for environmental water reserves and cultural flows in Pykes Creek and Melton Reservoirs.

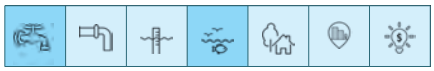
Structural Action 2
Cherry Creek stormwater harvesting



Status	Business Case
Lead Agency	Hobsons Bay City Council
Implementation Partners	Greater Western Water

Cherry Lake is a large constructed lake located in Altona. It is fed by Cherry Creek, which receives stormwater from a predominantly industrial catchment. The lake has a diverse range of indigenous vegetation and provides valuable habitat for a range of native fauna, including waterbirds and the Altona Skipper Butterfly. It is well used by the community for recreational activities such as walking, cycling, canoeing and fishing. The lake was originally built as a stormwater detention structure and currently delivers flood management, water quality and natural resource management outcomes. This action aims to assess the opportunity to harvest and treat stormwater from Cherry Creek for the irrigation of local sportsgrounds and open spaces.

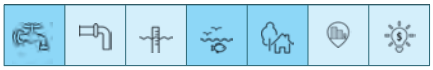
Structural Action 3
Melton growth areas stormwater harvesting



Status	Feasibility and concept
Lead Agency	Melbourne Water
Implementation Partners	Greater Western Water, Melton City Council, DEECA

Urbanisation in the Melton Growth Area is expected to increase by approximately 38% by 2040. This is expected to generate up to 33 gigalitres of stormwater runoff across the area. Urban runoff from these growth areas could be harvested for use in open space irrigation, environmental flows and other suitable end uses, reducing reliance on drinking water. This action will assess the feasibility of a new pipeline to transfer water from Melton Reservoir to Merrimu Reservoir to enable the use of harvested stormwater from the Melton Growth Area for irrigation and environmental flows.

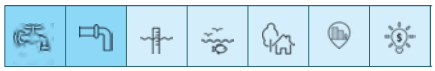
Structural Action 4
Greening the pipeline Zone 9 (Brooklyn) masterplan



Status	Feasibility and concept
Lead Agency	Melbourne Water
Implementation Partners	Maribyrnong City Council, Hobsons Bay City Council, Brimbank City Council

This action aims to transform the Main Outfall Sewer reserve in Brooklyn into a vibrant parkland connecting communities in Melbourne's west to the city. The project has been split into 9 zones for delivery, with Zone 5 under construction and Zones 4 and 9 at masterplanning stage. This action focuses on the implementation of greening initiatives in Zone 9, which is located along the Federation Trail bike path in Brooklyn. IWM has been incorporated into the masterplan to support vegetation growth and health, improve the quality of stormwater entering local waterways, reduce reliance on drinking water sources, and provide a unique space to meet, play and relax.

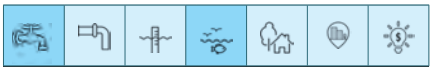
Structural Action 5
Werribee growth areas dual pipe



Status	Detailed design
Lead Agency	Greater Western Water
Implementation Partners	Wyndham City Council

High-quality recycled water is currently being supplied by Greater Western Water's Salt Reduction Plant in Werribee to homes and open spaces in Werribee and Wyndham areas through a dedicated 'purple pipe' recycled water system. An extension of the recycled water network in the growth areas of Wyndham Vale, Tarneit, Werribee Open Range Zoo, the future East Werribee Employment Precinct and the Upper Point Cook development will reduce reliance on drinking water sources and support liveability, urban greening and cooling in the region.

Structural Action 6
Bacchus Marsh stormwater harvesting connection



Status	Feasibility and concept
Lead Agency	Melbourne Water
Implementation Partners	Southern Rural Water, Melbourne Water, Greater Western Water, Moorabool Shire Council

It is estimated that the population of Bacchus Marsh will double over the next 2 decades to around 40,000 residents. This is expected to generate large amounts of stormwater runoff across the area. Harvesting urban runoff from these new growth areas provides opportunities to reduce drinking water usage by supporting the use of the stormwater for open space irrigation, environmental flows and other suitable end uses. This action will assess the feasibility of a new pipeline to link into the pipeline from Melton Reservoir to Merrimu Reservoir to enable the use of harvested stormwater from the Bacchus Marsh urban growth areas for suitable end uses.

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Structural Action 7
Melton recycled water for open space irrigation

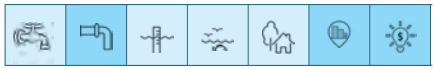
The lack of access to fit-for-purpose alternative water supply has been identified as a barrier to widespread public open-space irrigation. This action will explore the opportunity to supply recycled water to public open spaces in the western growth corridor in the City of Melton. The water will support the delivery of high-quality sportsgrounds, and urban greening and cooling in the region



Status	Feasibility and concept
Lead Agency	Greater Western Water
Implementation Partners	Melton City Council, developers, Wurundjeri WWCHAC

Structural Action 8
Western irrigation network: Parwan–Balliang irrigation district scheme

The significant population growth taking place in the Bacchus Marsh and Melton areas will create a substantial volume of recycled water, which will need to be managed to minimise impact on the environment. The Western Irrigation Network is exploring the possibility of using this recycled water to create a new agricultural irrigation district. The use of recycled water in this way will protect the environment while keeping costs to agricultural customers low and will also add to the local economy and improve the agricultural productivity of the region



Status	Construction
Lead Agency	Greater Western Water
Implementation Partners	Southern Rural Water, EPA, Moorabool Shire Council, Melton City Council, Greater Geelong City Council, Melbourne Water

Systemic Enabling Action 1
Secure funding and resourcing to enable Traditional Owners to make decisions and determine IWM priorities on their Country.

Commitment to working in partnership with Traditional Owners is a key part of the *IWM Framework for Victoria* (2017). The IWM Forum partners will secure funding and resourcing to increase Traditional Owner self-determination and decision making in water management on their Country. This action is related to the *CGRSWS* and *Water is Life* strategies.

Status	Ideas stage
Lead Agency	DEECA, water corporations and local governments
Implementation Partners	BLCAC*, WWCHAC**, WTOAC***

Systemic Enabling Action 2
Build capacity across IWM Forum partners to plan and deliver IWM

Improve capacity of practitioners and managers to ensure IWM-related skills and knowledge are influenced by current evidence, policies and science, and actively maintained within IWM Forum partner organisations, to enable effective identification and delivery of IWM opportunities.

Status	In progress
Lead Agency	DEECA, water corporations and local governments
Implementation Partners	All IWM Forum partners

Note:
*Bunurong Land Council Aboriginal Corporation.
** Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation.
*** Wadawurrung Traditional Owners Aboriginal Corporation.

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Systemic Enabling Action 3
Develop an investment framework for IWM

Develop a framework to improve how investments are made in IWM opportunities to best realise the multiple community and environmental benefits. This is CGRSWS Action 3-3: Maturing the IWM investment framework.

Status	In progress
Lead Agency	DEECA
Implementation Partners	All IWM Forum partners

Systemic Enabling Action 4
Embed IWM in land-use planning and urban development

Identify and implement guidance and requirements for supporting IWM in land-use planning and urban development. This action is related to CGRSWS Action 3-9: Strengthen IWM in land-use and infrastructure planning.

Status	In progress
Lead Agency	DEECA, Department of Transport and Planning
Implementation Partners	All IWM Forum partners

Systemic Enabling Action 5
Clarify roles and responsibilities for delivering IWM outcomes

Clarify roles and responsibilities of IWM forum partners and land-use planning and urban development sectors for delivering IWM outcomes articulated in the Strategic Direction Statements.

Status	In progress
Lead Agency	DEECA
Implementation Partners	All IWM Forum partners

Systemic Enabling Action 6
Develop guidance for stormwater harvesting and infiltration

Develop guidance for cost-effective, practical solutions/approaches at different spatial scales to achieve the flow volume reductions articulated in the Urban Stormwater Management Guidance (EPA Publication 1739.1).

Status	In progress
Lead Agency	Melbourne Water, EPA, local governments
Implementation Partners	All IWM Forum partners, development sector

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Systemic Enabling Action 7
Develop policy and regulatory support for increased use of recycled water and treated stormwater

Status	In progress
Lead Agency	DEECA
Implementation Partners	All IWM Forum Partners and development sector

Develop policy and regulatory enablers to improve uptake of recycled water and treated stormwater to supply a broader range of beneficial uses. This action links strongly to the following CGRSWS actions:

- Action 3-8: Use of recycled water and stormwater for greener, open spaces.
- Action 3-10: Develop template guidance for recycled water use to streamline approvals.
- Action 3-11: Identify priority projects to contribute to state of knowledge of emerging contaminants.
- Action 3-12: Improving stormwater regulations to support increased capture and use.
- Action 3-15: Develop a stormwater offsets framework.
- Action 3-13: Implement Melbourne Urban Stormwater Institutional Arrangements (MUSIA).
- Action 3-16: Embedding stormwater flow requirements.
- Action 3-17: Building community confidence in recycled water and stormwater.
- Action 3-18: Clearer guidance on recycled water accounting and reporting

Systemic Enabling Action 8
Further develop the IWM resource hub to share data and information

Status	Ideas stage
Lead Agency	DEECA
Implementation Partners	All IWM Forum partners

Further develop the IWM resource hub to share information to enhance knowledge and build capacity.

Systemic Enabling Action 9
Develop a WSUD asset maintenance framework

Status	Ideas stage
Lead Agency	DEECA*
Implementation Partners	Melbourne Water, local governments

Develop a water sensitive urban design (WSUD) asset maintenance framework by considering current organisational approaches to WSUD asset maintenance and best practice guidelines.

Systemic Enabling Action 10
Develop a framework for installation and maintenance of rainwater tanks

Status	In progress
Lead Agency	DEECA, water corporations
Implementation Partners	All IWM Forum partners

Develop a framework for installation and maintenance of rainwater tanks to ensure rainwater tanks are installed and operated as intended.

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Systemic Enabling Action 11
Develop sub-catchment-scale targets for total suspended solids and total nitrogen prevented from discharging to waterways

Develop sub-catchment-scale targets for total suspended solids and total nitrogen prevented from discharging to all waterway reaches. The Healthy Waterways Strategy 2018 has sub-catchment targets for priority catchment areas and this work is complementary to the Healthy Waterways Strategy 2018 targets and the total suspended solids and total nitrogen targets for Port Phillip Bay and Western Port Bay.

Status	Ideas stage
Lead Agency	DEECA*
Implementation Partners	All IWM Forum partners

Systemic Enabling Action 12
Strengthen policy and regulatory support for urban greening

Strengthen policy and regulatory support for urban greening, including planning controls for private and public open space to deliver urban greening that is supported by IWM. This could include fit-for-purpose water use and could maintain or increase onsite detention, permeability and canopy cover.

Status	Ideas stage
Lead Agency	DEECA*
Implementation Partners	All IWM Forum partners

Systemic Enabling Action 13
Improve community knowledge and involvement in urban water management

Improve community knowledge and involvement in the urban water cycle, including IWM solutions. This action is related to CGRSWS Action 9-5: Building community knowledge and involvement in water management.

Status	In progress
Lead Agency	Water corporations, DEECA
Implementation Partners	All IWM Forum partners

Systemic Enabling Action 14
Develop and deliver a water efficiency plan for Greater Melbourne

Develop and deliver a water efficiency plan for Greater Melbourne to ensure that Melbourne continues to focus on water conservation and efficiency to support the deferral of major system augmentations in the medium and longer term. This is GMUWSS: Water for Life Action 4.1.

Status	In progress
Lead Agency	Water corporations
Implementation Partners	All IWM Forum partners

Systemic Enabling Action 15
Investigate opportunities to use recycled water and stormwater to improve environmental flows

Investigate enabling the use of treated wastewater and stormwater to improve environmental flows. This is CGRSWS Action 8-22: Develop guidelines for using recycled water for the environment, and CGRSWS Action 8-23: Stormwater for the environment.

Status	In progress
Lead Agency	DEECA, water corporations
Implementation Partners	All IWM Forum partners

Note: * indicates that DEECA will collaboratively seek a lead organisation and partners to deliver this action.

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Place-Based Enabling Action 1
Undertake strategic assessments of catchment- scale spatial IWM opportunities – Werribee catchment

Status	Ideas stage
Lead Agency	DEECA*

Assessments of priority actions against the IWM targets identified in the *Werribee Catchment IWM Plan: Targets Driving Outcomes* show that further efforts are required in some areas to avoid falling short of delivering strategic outcomes for the Werribee catchment. A strategic assessment of catchment-wide IWM opportunities that address performance gaps will ensure that ongoing investment is directed where the greatest gains can be delivered. A key piece of work that is underway is the Integrated Water Cycle Water Mass Balance (Action 7), which will provide important data to underpin this action.

Place-Based Enabling Action 2
Greater Western Water stormwater harvesting fund

Status	In progress
Lead Agency	Greater Western Water

Greater Western Water supports alternative water management schemes through the provision of a stormwater harvesting fund to co-deliver new place-based actions across the Greater Western Water service area (applicable to Werribee, Maribyrnong, Yarra and Coliban catchments). The proposed fund aims to support open-space managers to progress stormwater harvesting schemes to irrigate public parks, gardens, sportsgrounds and golf courses, and deliver a greener, cooler, more liveable west.

Place-Based Enabling Action 3
Assess open space irrigation for urban cooling

Status	In progress
Lead Agency	Greater Western Water

With a growing population comes increasing demand for potable water, greater areas of urbanised land and the need for high-quality community assets such as green open space.

Greater Western Water has undertaken an investigation to identify opportunities to provide alternative water (stormwater, recycled water and rainwater) to irrigate of active and passive open spaces across its service area, enhancing urban amenity and liveability as well as resilience to climate change. Greater Western Water will continue to work with councils to advance suitable irrigation opportunities that support greening and cooling objectives in the west.

Place-Based Enabling Action 4
Explore large-scale stormwater harvesting opportunities

Status	In progress
Lead Agency	Melbourne Water

Large-scale alternative water supply schemes offer the opportunity to improve water security and protect our environment, as well as enhance liveability and support communities to thrive. Melbourne Water explores stormwater harvesting opportunities to support large-scale stormwater harvesting networks. These include a range of potential sources at the sub-catchment scale and networks of multiple sources to supply a range of demand opportunities, including peri-urban agriculture, irrigation of ovals, sportsgrounds and golf courses, as well as cultural and environmental flows.

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Place-Based Enabling Action 5
Support implementation of Flood Management Strategy for Port Phillip and Western Port – Action Plan 2021–2026

Status	In progress
Lead Agency	Melbourne Water

Climate change, sea-level rise and urban densification are increasing flood risk. The *Flood Management Strategy for Port Phillip and Western Port – Action Plan 2021–2026* sets the 10-year direction for flood management in the region and identifies key focus areas that will guide actions. Specific actions that are a priority to progress for the Werribee catchment are Actions 6.4 and 6.5.

- Melbourne Flood Strategy Action 6.4: Embed innovative, place-based approaches to deliver multiple benefits in new precincts (infill and redevelopment).
- Melbourne Flood Strategy Action 6.5: Identify high-priority catchments to reduce flood impacts through stormwater management projects and deliver projects in these areas.

These actions will help to plan for, avoid and reduce flood risks for the region.

Place-Based Enabling Action 6
IWM options for approval in precinct structure plans in the western growth area

Status	On hold
Lead Agency	DEECA*

The Western Growth Area of Melbourne is experiencing rapid population growth, placing pressure on an important food production region for the city. It is experiencing water resource constraints and significant impacts on highly valued waterways. A recently completed study investigated IWM options for the Western Growth Area at all scales of development to support informed decision-making around priority IWM options to integrate into urban development. There is an opportunity for state government, water corporations and councils to take forward recommendations of the study for specific precinct structure plan areas and reference these in the planning process to which developers respond.

Place-Based Enabling Action 7
Integrated water cycle mass balance plan

Status	In progress
Lead Agency	Greater Western Water

The Integrated Water Cycle Mass Balance Plan adopts whole-of-water-system thinking to develop adaptive pathways for future water investment in Melbourne's west, to address growth, climate variability and change, and growing community expectations in regard to the environment. It explores additional opportunities that might be enabled through alternative uses of water sources (recycled water, stormwater, potable water and surface water) to supply diverse demands such as recreational, environmental flow, agricultural and urban drinking water, and to further enhance capacity to return water to Traditional Owners. Modelling to understand how all sources of water in the Werribee and Maribyrnong catchments can meet these demands over the long term, whilst providing multiple benefits to the community and environment, will help inform the critical decision points for future servicing pathways for the catchments.

Note: * indicates that DEECA will collaboratively seek a lead organisation and partners to deliver this action.

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Useful resources

1. Central and Gippsland Region Sustainable Water Strategy 2022
2. Flood Management Strategy for Port Phillip and Western Port
3. Greater Melbourne Urban Water & System Strategy
4. Healthy Waterways Strategy
5. Living Melbourne: Our metropolitan urban forest strategy
6. Melbourne Sewerage Strategy
7. Municipal Association of Victoria Strategy 2021-2025
8. Open Spaces for Everyone Strategy
9. Plan Melbourne 2017-2050
10. Victoria's Climate Change Strategy
11. Water is life: Traditional Owner Access to Water Roadmap
12. Waterways of the West Action Plan
13. Werribee Catchment Strategic Direction Statement
14. Werribee IWM Plan

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Glossary of terms

Alternative water sources

Alternative water sources refer to any supplies other than Victoria's potable water network or 'grid'. Alternative water sources include rainwater, greywater, recycled water, groundwater, and stormwater. The use of alternative water sources needs to be safe, meet regulatory and environmental standards, and reflect community expectations.

Assets

Assets are resources that provide benefit. They include: infrastructure such as treatment plants, pipes and pumps; water assets such as dams, bores and wetlands; and community assets such as sporting facilities, public gardens and street trees. Natural assets (also known as natural capital) are assets of the natural environment, for example waterways and vegetation.

Biodiversity

The number and variety of plants, animals and other living beings, including microorganisms, across our land, rivers and oceans. It includes the diversity of their genetic information, the habitats and ecosystems in which they live, and their connections with other life forms.

Blue-green infrastructure

Green infrastructure refers to key vegetation features such as street trees, parklands, grassed sports fields and vegetated walls. Blue infrastructure refers to waterways, wetlands, recreational lakes, stormwater retarding basins and other water body features. Blue-green infrastructure brings these assets together through integrated approaches to deliver community benefits.

Catchment

An area where water falling as rain is collected by the landscape, eventually flowing to a body of water such as a creek, river, dam, lake or ocean, or into a groundwater system.

Climate change

A long-term change in the earth's temperature and weather patterns, generally attributed directly or indirectly to human activities such as fossil fuel combustion and vegetation clearing and burning.

Community

Includes individuals, public and private landholders, community groups and business owners.

Department of Energy, Environment and Climate Action (DEECA)

A department of the Victorian Government that supports Victoria's natural and built environment to ensure economic growth and liveable, sustainable and inclusive communities. The department assists several ministers, develops and implements state policies and programs, and oversees the administration of organisations, including catchment management authorities.

Ecosystem

A dynamic complex of plant, animal, fungal and microorganism communities and the associated non-living environment, interacting as an ecological unit.

Environment Protection Authority (EPA Victoria)

Victoria's environmental regulator is an independent statutory authority. The authority supports Victorians to prevent and reduce the harmful effects of pollution and waste on communities.

Environmental water

Water to support environmental values and ecological processes.

Flooding (stormwater)

Inundation by local runoff. Stormwater flooding can be caused by local runoff exceeding the capacity of an urban stormwater drainage system or by the backwater effects of mainstream flooding causing the urban stormwater drainage system to overflow.

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Floodplain
Low-lying land adjacent to a river or stream with unique ecosystems dependent on inundation from flood events.

Flow
Movement of water – the rate of water discharged from a source, given in volume with respect to time.

Gigalitre (GL)
One billion (1,000,000,000) litres. One gigalitre is the equivalent of approximately 400 Olympic-size swimming pools.

Greater Metropolitan Melbourne Region
The Port Phillip and Western Port Bay catchment area, including the Werribee, Maribyrnong, Yarra, Dandenong and Western Port catchments.

Groundwater
All subsurface water, generally occupying the pores and crevices of rock and soil.

Growth areas
Locations on the fringe of metropolitan Melbourne designated in planning schemes for large-scale transformation, over many years, from rural to urban use.

Impervious area
A surface or area within a catchment that significantly restricts the infiltration of water. Impervious surfaces can include concrete, road surfaces, roofs and saturated ground such as a lake or pond.

Implementation partner
An implementation partner is an organisation that supports the delivery of actions and will commit agreed resources with the lead organisation to ensure timely progress of the action.

Infrastructure
Basic facilities and networks needed for the functioning of a local community or broader society.

Integrated water management (IWM)
A holistic and collaborative approach to managing water that brings together all elements of the water cycle, including wastewater management, water supply, stormwater management and water treatment, considering environmental, cultural, economic and social benefits.

Integrated Water Management Forum
A meeting of urban water management organisations to identify, prioritise and commit to the investigation of integrated water management opportunities.

Irrigation district
An area declared under the *Water Act 1989* that is supplied with water by channels and pipelines used mainly for irrigation purposes.

Lead organisation
A lead organisation will drive the action forward and liaise with implementation partners, as appropriate, throughout all stage of action delivery. They will commit the necessary resources to progress activities to deliver the action. They will communicate with partners to clearly define their roles, responsibilities, and resource needs.

Liveability
A measure of a city's residents' quality of life, used to benchmark cities around the world. It includes socioeconomic, environmental, transport and recreational measures.

Megalitre (ML)
One million (1,000,000) litres.

Open space
Includes land reserved for natural landscape, parklands, recreation and active sports.

Potable water
Water of suitable quality for drinking.

Rainwater
Water that has fallen as rain or has been collected from rainfall.

Recycled water
Water derived from sewerage systems or industry processes that is treated to a standard appropriate for its intended use.

Reservoir
Natural or artificial dam or lake used for the storage and regulation of water.

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Resilience
The capacity of individuals, communities, institutions, businesses, systems and infrastructure to survive, adapt and grow, no matter what chronic stresses or shocks they encounter.

Runoff
The portion of rainfall that ends up as streamflow, also known as rainfall excess.

Stormwater
Runoff from urban areas. The net increase in runoff and decrease in groundwater recharge resulting from the introduction of impervious surfaces such as roofs and roads within urban development.

Sub-catchment
A minor waterway catchment within one of the major waterway catchments in the region. There are 69 sub-catchments defined by the *Healthy Waterways Strategy 2018* (Melbourne Water) in the Port Phillip Bay and Western Port Region. Sub-catchments are used as the spatial unit for the plan analysis.

Traditional Owners
People who, through membership of a descent group or clan, are responsible for caring for Country. Aboriginal people with knowledge about traditions, observances, customs or beliefs associated with a particular area. A Traditional Owner is authorised to speak for Country and its heritage.

Urban greening
Growing plants wherever possible in cities to contribute to urban vegetation coverage and provide a connection to nature.

Urban water cycle
The cycle of water through urban environments. Distinguished from the natural urban water cycle by the transfer of water through built infrastructure and the high runoff rates generated by impervious surfaces.

Wastewater
Water that has had its quality affected by human influence, deriving from industrial, domestic, agricultural or commercial activities.

Water corporations
Victorian Government organisations charged with supplying water to urban and rural water users. They administer the diversion of water from waterways and the extraction of groundwater. Formerly known as water authorities.

Water infrastructure
Facilities, services and installations needed for the functioning of a water system.

Water sector
Organisations involved in water management, including water corporations, local government and catchment management authorities.

Water Sensitive Urban Design (WSUD)
The planning, design and construction of urban development that aims to minimise the impact on the surrounding environment and waterways by treating and reducing stormwater flows, increasing soil moisture and urban greening, and providing an alternative water source.

Waterways
Rivers and streams, their associated estuaries and floodplains (including floodplain wetlands), and non-riverine wetlands.

Waterway health
Waterway health is an umbrella term for the overall state of key features and processes that underpin functioning waterway ecosystems (such as species and communities, habitat, connectivity, water quality, riparian vegetation, physical form, and ecosystem processes such as nutrient cycling and carbon storage).

Wetlands
Natural, modified or artificial areas subject to permanent or temporary inundation, which hold static or very slow-moving water and develop, or have the potential to develop, biota adapted to inundation and the aquatic environment. Wetlands may be fresh or saline.

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For more information visit:
www.water.vic.gov.au/liveable/integrated-water-management-forums

Attachment 12.4.2

Integrated Water Management Forums

VICTORIA State Government | Energy, Environment and Climate Action



Brimbank Sustainable Water Strategy Review

February 2024

Attachment 12.4.3

Introduction

The Brimbank Sustainable Water Management Strategy was released in 2013. The Strategy provided high-level objectives and actions to facilitate Brimbank's transition to 'a water sensitive City with healthy waterways'. A water sensitive city represents an aspirational state that seeks to protect and enhance the health of waterways, reduce flood risk, and create public spaces that harvest, clean, and recycle water. To reach this vision, the Brimbank Strategy included the following principles and targets:

- Implement a 'wise water use' hierarchy that reduces water demand with alternative water and other sources
- Supply 70% of irrigation of playing fields and open spaces with alternative sources and achieve 281 ML reduction on drinking water consumption by 2023
- Commit to a culture of continuous improvement and innovation through the implementation of new technologies to reduce nutrients and suspended solids in the stormwater systems and reduce litter in waterways
- Establish a network of 'water oases' across the municipality to improve livability while optimising water use
- Promote the public benefits of sustainable water management and increase efforts to support wise water use
- Seek support, collaborate and build capacity to achieve water outcomes with key partners

A five-yearly review of the Brimbank Sustainable Water Strategy was completed in 2018, confirming that the actions and targets were on track. This 10-year review focuses on:

- Reporting on the final status of the Strategy's actions and evaluating their effectiveness
- Analysing how well the aims and targets of the Strategy have been met
- Identifying challenges and opportunities to be explored in a new sustainable water Strategy

What the Brimbank Sustainable Water Strategy has achieved

The action plan for implementing the Brimbank Sustainable Water Strategy from 2013 to 2023 included 34 actions. Five actions have been completed, while eight actions are only partially achieved. 15 actions are achieved and ongoing and six are progressing through other government programs. See action status at the end of this document for more information.



Key achievements and status of actions per theme are explained below:

Reduce reliance on drinking water

- ✓ The Brimbank Sustainable Water Strategy actions reduced reliance on drinking water and increased the use of alternative water for irrigation of active and passive open space via the development of large-scale stormwater harvesting systems. For instance, the project Dempster Park Oasis delivers over 11-million litres per year of harvested stormwater to irrigate the community sporting reserve and surrounding open space
- ✓ Around half of the playing fields and open spaces are now irrigated with alternative sources. The use of drought tolerant species, sports ground refurbishment and alternative surfaces reduced the need for further irrigation.
- ✓ Council encouraged the community and business to adopt more water-efficient products and practices by showing water consumption data and promoting programs at regional scale like Target 155, Make Every Drop Count, My Smart Garden, Smart Approved WaterMark, and Sustainable Gardening Australia.

Diversify water supplies and improve efficiency

- ✓ Council participated in collaborative catchment-wide based forums and projects such as Werribee and Maribyrnong Integrated Water Management Forums, Waterways of the West, Greening the West and the restoration of the upper Stony Creek. Various water projects received funding and grants from Melbourne Water, Greater Wester Water and the Department of Energy, Environment and Climate Action (DEECA).
- ✓ Stormwater harvesting systems were built in Cairnlea, Green Gully Reserve, Keilor Recreation Reserve, Keilor Golf Course, Dempster and Balmoral Parks. Feasibility studies of these projects used water demand forecasting and climate change data to ensure the systems were sized appropriately.
- ✓ Council supported clubs to upgrade shower heads, install sensors and use alternative surfaces for sports to achieve sustainable water practices.
- ✓ Multiple projects including Warwick Road Local Activity Centre and Suffolk Road Local Activity Centre upgrades incorporated permeable surfaces and maximized the use of captured rainwater by directing stormwater pipes from adjacent properties to irrigate street trees.

Continue water sensitive urban design (WSUD) success

- ✓ Internal Integrated Water Management (IWM) working group meetings were established to discuss key water projects; service efficiency, collaboration and funding opportunities. As part of these meetings, different water oases priority sites were identified in response to the hotter and drier conditions caused by climate change.
- ✓ 257 WSUD assets including wetlands, raingardens, tree pits and swales were delivered across the municipality. Some of these assets were part of road rehabilitation programs and town centres upgrades. Challenges and lessons learned from WSUD projects have been shared with internal and external stakeholders along with the water industry and academia.
- ✓ Planning processes were adjusted to ensure all development plans meet State IWM policy and Council Environmental Sustainable Development (ESD) policy requirements.
- ✓ The community was engaged in key water projects via Your Say, social media, signage, and letters. Council also engaged the community in events along waterways, like World Environment Day along Kororoit Creek (in partnership with Friends of Kororoit Creek). In these events large-scale riparian planting occurred along with delivery of waterway educational activities.
- ✓ Capital works planning and design incorporated WSUD as a standard requirement to achieve infiltration and water quality targets in open space, streetscape or hard surface areas.
- ✓ Roads and car park projects also included WSUD. Some examples are the road rehabilitation at George Street, which included passive irrigation for street trees, and the swale in Simmie Street, which incorporated stormwater treatment for the car park area and passive irrigation

to future open space. In Dawson St and Keilor Village, raingardens were established to capture car park runoff and passive irrigation of tree pits and stormwater from Old Calder Highway.

Achieve maintenance best practice

- ✓ An IWM Transition Assessment reviewed current practices and opportunities to strengthen WSUD systems and practices. This assessment included indicators from the Water Sensitive Index benchmarking.
- ✓ Multiple open space projects, facility redevelopment and roads applications evaluated the possibilities of implementing WSUD designs and their impact in climate adaptation measures and liveability.
- ✓ An audit assessed the classification and condition of WSUD assets. This audit included water quality testing, and provided a maintenance framework with specific activities and costs. This audit recommended rectification works, which in most cases includes sediment removal and/or infill planting to help stabilise areas of erosion.
- ✓ Gross pollutant traps were installed and maintained annually as part of WSUD approach.
- ✓ Ecological and hydrological studies were conducted to identify stresses and alternatives to conserve the health of the River Red Gum population at Taylors Creek.
- ✓ Council's flood management plan was reviewed, and new flood data and reports will be released soon.

Where to from here

Continuing achievement of actions and identifying opportunities for the next Strategy

The review of the Brimbank Sustainable Water Strategy shows that eight actions are only partly achieved, requiring further effort to reach the intended outcome. The review also gives insight into the potential high level objectives along with more effective ways to manage actions for the new Strategy in line with the Council Plan and strategies, main water policies and key stakeholders goals. Considerations for the new Strategy arising out of this review include:

- Renaming the Strategy to ' Brimbank Integrated Water Management Strategy' to better align to current water management governance and our key stakeholder partners.
- Improving the clarity of the high level objectives within the Strategy.
- Increasing the focus on data collection and management supported by a Monitoring, Evaluation, Reporting and Improvement (MERI) framework.
- Upgrading Council's water asset maintenance program through prioritised actions, regular audits, better data management, clear processes and well-understood roles and responsibilities.
- Improving engagement with Traditional Owners on relevant water-related initiatives and activities.
- Engaging private developers to facilitate the adoption of best practice IWM.

Action Status

Actions	Status	Comments
Innovate to reduce drinking water use for irrigation	Achieved and ongoing	Improved irrigation management systems have reduced drinking water use. Additional reductions have come from increased water storage on sites, a grass conversion

		program, and appropriate use of synthetic sport surfaces.
Reduce drinking water usage in Council buildings	Partially achieved	Council has successfully installed efficient fittings and rainwater tanks on a number of Council facilities for use in building operations. Further work is require to update all Council building including leasing and licensing provisions.
Maximise use of captured rainwater for toilet flushing and council maintenance activities (streets sweeping, drain cleaning and street tree irrigation)		
Support community uptake of water efficient products and behaviours	Progressed through other government programs or plans	These actions have progressed via regional programs and plans such as Target 155 and Make Every Drop Count. Greater Western Water and Melbourne Water provides up-to-date information on water consumption and storage levels.
Promote business uptake of water efficient products and behaviours		
Publicise community water consumption data		
Continue to work with key partners and authorities	Achieved and ongoing	These actions are now business as usual. Council works with partner organizations such as Melbourne Water, Greater Western Water and the State Government in all water management planning activities.
Source founding and grants		
Construct and ensure good performance of the large-scale alternative water systems in Balmoral, Delahey, Dempster and other priority sites.	Partially achieved	Multiple stormwater harvesting systems have been developed successfully. An improved monitoring and maintenance program is required to review the performance of the systems over time and ensure ongoing functionality.
Investigate the concept of sewer mining and small scale membrane based water recycling systems	Progressed through other government programs or plans	Melbourne Water, Greater Western Water and DEECA invest in alternative water research initiatives to increase knowledge and social acceptance.
Promote greater use of greywater recycling on site and investigate incentives and measures to overcome barriers to uptake		
Investigate opportunities to share alternative water sources by practice case studies and approach potential partner organisations		
Support clubs to be water wise	Achieved and ongoing	Council has installed recycled water systems in different reserves and provided information to upgrade sport facilities.
Utilise capability in water demand forecasting and climate change to		Feasibility studies, business cases and designs of projects consider water and

support the prioritization and placements of water assets		climate change data. Future projects will be better supported through a MERI framework.
Facilitate IWM working group		Staff from Environment, Engineering, Urban Design, Asset Management, and Parks attend bimonthly IWM internal working group meetings.
Map Municipal water oases	Completed	Dempster Park, Delahey Reserve; Keilor Downs Activity Centre and St Albans Leisure Centre were identified as key water oases across the municipality.
Showcase completed WSUD projects	Achieved and ongoing	Council teams have shared knowledge gained from working on WSUD projects with industry, academia and the community.
Prepare Council's systems and processes for land use planning WSUD requirements for all new development		Planning approval processes were established to ensure all development plans meet policy requirements. Guidance for developers are currently being updated.
Provide community education		Council regularly hosts events in riparian reserves to engage community on their local environment. These events included the World Environment Day which is held every year in early June, and community events where people can learn about riparian ecosystems.
Implement WSUD as infiltration and water quality treatment as standard practice for capital works planning and design		Capital works projects related to open space, streetscape and hard surface areas now incorporate WSUD elements. For instance, Sunvale Community Park incorporates a stormwater treatment system with underground water storage used for irrigation.
Prevent point source pollution in priority sub-catchments at Cumberland/Sunshine, Kayes, Burgess St and Anderson Rd diversion Drains	Partially achieved	A WSUD prioritisation framework was developed with specific concept designs to prevent point source pollution at a number of sites. Further work is still required at Cumberland/Sunshine, Kayes, Burgess St and Anderson Rd on diversion drains.
Roads and car park projects to include WSUD	Achieved and ongoing	Various roads and car park projects have included WSUD. Examples include the road rehabilitation at George Street, which incorporated passive irrigation to street trees, and the swale in Simmie Street that contained stormwater capture and treatment from a car park for irrigation of future open space. In Dawson St and Keilor Village, raingardens were established to capture car park runoff and passive irrigation

		of tree pits was constructed along Old Calder Highway.
Remove weeds from open storm water and water courses	Partially achieved	Staff from Council, Melbourne Water, and community organisations work on weed removal in water assets. Further works and resources are needed to remove and control aquatic weeds from open storm water and watercourses. Future projects involving management of assets will be better supported through a MERI framework.
Assist waterway rehabilitation and revegetation efforts with collaborative agencies and community organisations in important sites including Stoney Creek	Achieved and ongoing	Council is part of the intergovernmental working group established to provide advice and inputs regarding Stony Creek. A series of revegetation efforts have been implemented with community organisations and Melbourne Water. Community planting events were undertaken in Taylors Creek, co-hosted with Friends of Maribyrnong Valley. These events focused on weed control and stream revegetation.
Undertake Water Sensitive Cities Index benchmarking	Partially achieved	Council did not undertake the Water Sensitive Cities Index. However; Melbourne Water developed a Brimbank Integrated Water Management Transition Assessment in 2022. This assessment includes indicators from the Water Sensitive Index benchmarking.
Continue to refine WSUD prioritisation planning and designs	Achieved and ongoing	WSUD is considered in open space, facilities redevelopments and roads projects. A WSUD Audit was developed in 2019 to ensure the assets were performing as per design intent. The WSUD audit reviewed all the wetlands in the council area and provided maintenance recommendations. It also identified the need to remove large volumes of sediment and control erosion in 21 sediment basins. Works are scheduled for the coming years to rectify those sites and an updated audit is planned for 2024.
Review and strengthen enforcement of sediment control and erosion protection		
Review Council's approach to maintaining 35 wetlands across 14 sites	Completed	
Integrate climate adaptation and liveability in the IWM governance systems and processes to ensure that are part of all decision making processes	Partially achieved	Progress was made in IWM governance through Council's bimonthly working group however further work is required to more formally integrate climate adaptation and livability measures in decision making process.
Maintain strong data management and monitoring		Data management and monitoring remains a gap in Council's water management program. The WSUD audit conducted in 2019 provided relevant data about the water assets, however, it is necessary to update it (scheduled for 2024) and establish a formal monitoring program that identifies trends

		and measures progress toward expected outcomes.
Complete a final review of the Brimbank Sustainable Water Strategy and development new version		This document is the final review of the 2013 - 2023 Brimbank Sustainable Water Management Strategy. The next step is the development of the new water Strategy.
Continue the GPT (Gross Pollutant Traps) program and align with the WSUD prioritization findings	Completed	The design of WSUD projects takes into account gross pollutant traps (GPTs). Nevertheless, the traps are expensive, and as such, Council only installs GPTs in higher priority sites.
Investigate tree health in the Maribyrnong catchment		An investigation was undertaken to understand stresses and conditions impacting the health of the River Red Gum population, and possible ecological and hydrological interventions. Outputs from this investigation informed design and response measures for other catchments.
Implement Flood Management Plan 2017		The engineering team worked with Melbourne Water staff in the review and update of the flood management plan incorporating new flood data relevant for water projects.

Want to know more

- Review the Strategy: Brimbank Sustainable Water Management Strategy 2013-2023
- Further information on water sensitive cities can be found at https://watersensitivecities.org.au/
- Check water management activities developed by the council at https://www.brimbank.vic.gov.au/environment-and-sustainability/water-management
- Email environment@brimbank.vic.gov.au or contact the Customer Service on 9249 4000

Brimbank City Council

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12.5	Quarter 2 Budget Report (Oct/Nov/Dec2023)
Directorate	Corporate Services
Director	Mark Stoermer
Manager	Andrew Brae
Attachment(s)	1. Quarterly Budget Report - 31 December 2023 [12.5.1 - 22 pages]

Purpose

For Council to note the Quarterly Budget Report and accompanying statements for the period ending 31 December 2023.

Officer Recommendation

That Council notes the Quarterly Budget Report and accompanying statements for the period ending 31 December 2023, at Attachment 1 to this report.

Background

The Quarterly Budget Report is a requirement under the Local Government Act 2020 (the Act).

Matters for Consideration

For Council to note the Quarterly Budget Report and accompanying statements for the period ending 31 December 2023, as per Attachment 1 to this report.

Analysis

Operating Performance

The Annual Budget for the 2023/24 financial year has an operating surplus of $8.03 million.

The year to date (YTD) operating surplus of $104.39 million is $12.35 million or 13.41% favourable to the YTD Budget of $92.05 million.

Current full year forecast estimates an operating surplus of $1.12 million, being $6.92 million or 86.09% unfavourable to the Annual Budget, driven in part by $14.17 million reduction in Victorian Grants Commission received and recognised in 2022/2023 financial year whilst budgeted to be received in 2023-2024, as this amount was paid to Brimbank early June 2023. Our cash position is not affected negatively, but we have downgraded our Income forecast by this amount in the current year. Other major factors offsetting the reduction in Victorian Grants Commission funding include $3.39 million increase in Capital Grants mainly due to carried forward grants from last financial year, $5.24 million increase in Cash Contributions mainly due to unbudgeted Open Space Contribution of $3.75m received from subdivision of Aldi land and $1.00 million from Australian Renewable Energy Agency and User Fees up by $1.94 million due to increased membership uptake in Brimbank Aquatic and Wellness Centre.

Capital Performance

The 2023/24 Annual Budget is $72.40 million, comprising of $55.85 million of Capital Works projects and $16.55 million carried forward from the 2022/23 financial year.

YTD Capital Works actual expenditure is $18.07 million against a budget of $18.74 million. This is a favourable variance of $0.67 million made up of favourable Road Works $3.78 million, offset by unfavourable Playgrounds/Parks/Gardens ($1.28 million), Sports Facilities ($0.52 million) and Other (0.83 million) made up of Plant & Machinery, Passenger & Commercial Vehicles.

The full year capital expenditure forecast estimates expenditure of $64.33 million being $8.07 million lower than budget.

YTD external funding is $4.59 million comprising recurrent and non-recurrent grants and Contributions. Total full year external funding Forecast is $6.42 million.

Cash Position
The Annual Budget has a cash balance of $69.85 million at the end of the financial year.

The YTD cash balance is $90.93 million comprising an opening balance of $93.71 million at 1 July 2023 and year to date net cash outflows of ($2.78) million.

The forecast year end cash balance is $69.75 million which is ($102K) lower than the budgeted closing cash at bank of $69.85 million. Section 2 of attached report provides a detailed analysis on the variances to budget.

Key Financial Ratios
Details of key financial ratios are:

Indicator	Measure	Budget 2023/24	Forecast	Risk
Adjusted underlying result	Underlying net surplus (or deficit) / Adjusted Underlying Revenue	3%	1%	Low
Self-Financing	Net Operating cash flows / Adjusted underlying revenue	22%	21%	Low
Capital Replacement	Capital expenditure / Depreciation	1.49	1.33	Medium
Asset Renewal	Asset renewal expenditure / Depreciation	0.56	0.59	Medium
Working Capital	Current assets / Current liabilities	1.47	4.56	Low
Indebtedness	Non-current liabilities / Own source revenue	34%	42%	Medium

Adjusted Underlying Result

This measures an entity's ability to generate surplus in its ordinary course of business, excluding non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital expenditure from its net result. A surplus or increasing surplus suggests an improvement in the operating position.

The forecast result of 1% indicates a Low risk.

Self-Financing

This indicator measures the ability to replace assets using cash generated by the entity's operations. The forecast result of 21% indicates a Low risk.

Capital Replacement

This is a long-term indicator. The forecast result of 1.33 indicates a Medium risk and that spending is faster than the depreciation rate. This result should be read with caution as it is important to note that only 43% of the overall capital budget was identified as renewal expenditure.

Asset Renewal

The forecast result of 0.59 indicates a Medium risk and is constant with only 43% of the overall capital budget identified as renewal. This would suggest that there is insufficient spending on the renewal of existing assets.

Working Capital

The actual result of 4.56 indicates a Low risk to Council. This is due to a change in accounting treatment of rates income. The full amount of rates income is now recognised when we issue the Annual Notice, instead of progressively recognising income over the year which has significantly increased the rates debtors in current assets at the start of the year. It is anticipated that the ratio will be in line with the budget at year end with the payment of rates.

Indebtedness

The actual result of 42% indicates Medium risk and that Council has the ability to repay debt from its own revenue sources. This is mostly driven by the recognition of Lease Liability as per AASB 16.

Community Engagement

The Annual Budget 2023/2024 was adopted by Council at the Council Meeting on 20 June 2023, following a community consultation process.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

Financial: significant financial impacts
• Yes - Council must ensure that it has implemented the principles of sound financial management including prudently managing financial risks faced by Council, pursuing spending and rating policies consistent with a reasonable degree of stability, ensuring decisions are made and actions taken having regard for the financial effects on future generations, and ensuring full, accurate and timely disclosure of financial information relating Council. This report addresses the risks associated with demonstrating Council's commitment to the principles of sound financial management by reviewing Council's financial position to the adopted budget, projecting a year end position to ensure overall financial strength of Council and outlining to the community that Council is managing its finances in a sustainable and responsible manner.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• Yes - The Quarterly Budget Report is a requirement under the Local Government Act 2020

Legislation/Council Plan/Policy Context

This report supports the Council Plan 2021-2025 strategic direction and objective of:

4. Leadership and Governance - A high performing organisation that enacts the vision and decisions of Council through the delivery of quality and innovative services - A fairer place for all
• Engaged and Responsive - Community insights are valued to enhance connection and engagement with Council
• High Performing and Accountable - Our workforce strive to enhance services and liveability for the Brimbank community.

This report complies with *Local Government Act 2020*, Australian Accounting Standards and Annual Budget 2023/2024.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

Brimbank City Council Quarterly Budget Report December 2023

The Quarterly Budget Report for December 2023 has been prepared in accordance with Australian Accounting Standards.

This report is designed to identify major variances against the December 2023 year to date budget.

The year to date and Annual Budget referred to in this report reflects the budget approved by Council on 20 June 2023 which includes the carry forward funding for 2022/23 projects and capital works forward commitments.

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SECTION 1: EXECUTIVE SUMMARY

Key Financial Highlights and Overview
for the Period Ended 31 December 2023

Key Financial Record	Actual YTD $'000	Budget YTD $'000	Variance YTD $'000	Status YTD	Annual Budget $'000	Forecast $'000	Variance $'000	Status FY
Income	222,977	216,237	6,740	↑	251,974	251,372	(603)	→
Expenditure	118,583	124,190	5,607	↑	243,940	250,254	(6,314)	→
Operating Surplus/ (Deficit)	104,394	92,047	12,347	↑	8,034	1,117	(6,917)	↓
Capital Works Income	4,590	0	4,590	↑	1,181	6,417	5,236	↑
Capital Works Expenditure	18,071	18,737	666	↑	72,399	64,325	8,074	↑

Status Legend	
Above YTD budgeted revenue or under YTD budget expenditure	↑
Below YTD budgeted revenue or over YTD budgeted expenditure <10%	→
Below YTD budgeted revenue or over YTD budgeted expenditure >10%	↓

Operating Performance
The Annual Budget for the 2023/24 financial year has an operating surplus of $8.03 million.

The year to date (YTD) operating surplus of $104.39 million is $12.35 million or 13.41% favourable to the YTD Budget of $92.05 million.

Current full year forecast estimates an operating surplus of $1.12 million, being $6.92 million or 86.09% unfavourable to the Annual Budget, driven by the net of:

- Total Income $0.6 million unfavourable to full year budget, made up of:
  - ($13.33 million) of lower than budgeted Grants Operating mainly due to a reduction of $14.17 million in Victorian Grants Commission received and recognised in June 2023 whilst budgeted to be received in 2023-2024. This was offset by an increase of $1.27 million carried forward operating grants from financial year 2022-23
  - $3.39 million increase in Capital Grants due to carried forward grants of $2.31 million from last financial year 2022-23 and unbudgeted grants of $0.99 million mainly relating to Roads Rehabilitation
  - $5.24 million increase in Cash Contributions mainly due to unbudgeted Open Space Contribution of $3.75m received from subdivision of Aldi land, unbudgeted project contributions of $1.00 million from Australian Renewable Energy Agency (Milestone 2 Funding for Construction of Brimbank Aquatic and Wellness Centre $748k base funding and Contingency $352k), $345k Dept. of Industry - Community Batteries for Household Solar and carried forward grants of $157k from financial year 2022-23
  - $1.94 million increase in User Fees mainly due to increased membership uptake in Brimbank Aquatic and Wellness Centre ($1.95 million)
  - $1.89 million increase in Other income mostly from Western Rail Plan & Sunshine $593k (funding from Victorian Government for level crossings), increase in income from interest in investments $550k and interest from bank $150k due to higher than anticipated interest forecasted for the rest of the 2023/24 financial year and Workcover Recovery of $316k.

- Total Expenses ($4.23 million) unfavourable to full year budget is made up of:
  - ($160k) in Employee expenses unfavourable to budget mainly due to:
    - increase in Annual WorkCover Premium by ($1.5 million). Increase in workcover premium is due to State Government changes on the 1st July 2023 which have led to significant premium increases for Council due to WorkCover rate hikes, industry classifications, and claims experience.
    - reduction in Forecasted salary saving allocation in Corporate Services by ($2.1 million) due to salary savings Forecasted at individual programs.
    - increase in Salaries and Wages Casual ($585k) mostly in the Leisure Centres.
    - unbudgeted redundancy payments of ($277k)
    - increase in Workcover payments by ($347k)

    The above unfavourable variances are offset by underspend in Salaries and Wages ordinary by $4.68 million or 5% to budget mostly in:
    - Chief Information Office (CIO) $1.53 million due to delays in filling positions. Savings in CIO to be utilised towards unbudgeted Interleave contract and Agency Staff in Materials and Services
    - Maternal Child & Health (MCH) $485K due to vacancies in the first half of the financial year
    - Parks Services $464k, City Compliance $349k and Building Maintenance $332k. Savings in these areas are partially offset by overspend in Agency Staff (Parks Services $282k and $172k in City Compliance)

  - ($5.92 million) in Materials and Services higher than budget due to a combination of unbudgeted:
    - ($1.72 million) twelve months Interleave contract in IT. This is being offset by savings in Employee expenses $1.7m and Minor Assets Purchases $0.5m in IT
    - Agency staff by ($2.39 million) mostly in IT support $615k, Building Services Group $510k, Parks $282k, Service Access Support & Engagement $175k, Communication Community Engagement & Change $156k and City Compliance $172k. The unbudgeted Agency staff within IT support is funded by savings from salaries
    - Additional consultant expenses of $433k mostly in Western Rail Plan & Sunshine $510k, Property Management $336k, Environment$152k, Risk and Insurance Management $116k and Biodiversity Planning $90k. The unbudgeted consultant expenses across the Business Units are offset by the savings in IT consultant expenses of $863k
    - Additional external contract fees of $918k in Parks Services $753k and Environment $166k
    - Insurance Premium increase of $248k
    - Additional Administration/Program expenses of $444k mainly in Social Connections $161k, Community Care $100k and Libraries $64k
  - ($269k) unfavourable to budget in Other Expenses due to unbudgeted Infringement Adjustments/withdrawals $371k.

Capital Performance
The 2023/24 Annual Budget is $72.40 million, comprising of $55.85 million of Capital Works projects and $16.55 million carried forward from the 2022/23 financial year.

YTD Capital Works actual expenditure is $18.07 million against a budget of $18.74 million, a favourable variance of $0.67 million made up of favourable Road Works $3.78 million, offset by unfavourable Playgrounds/Parks/Gardens ($1.28 million), Sports Facilities ($0.52 million) and Other (0.83 million) made up of Plant & Machinery, Passenger & Commercial Vehicles.

The YTD external funding is $4.59 million comprising recurrent and non-recurrent grants and contributions. This is driven by carried forward capital grants from 2022/23 financial year of $2.39 million and unbudgeted $1.00 million from Australian Renewable Energy Agency (Milestone 2 Funding for Construction of Brimbank Aquatic and Wellness Centre). Total full year external funding is forecasted at $6.42 million.

The full year capital expenditure forecast estimates expenditure of $64.33 million being $8.07 million lower than budget.

Cash Position

The YTD cash balance is $90.93 million comprising an opening balance of $93.71 million at 1 July 2023 and year-to-date net outflows of ($2.78 million).

The forecast closing cash at bank for the year ending 30 June 2024 is $69.75 million which is ($102K) lower than the budgeted closing cash at bank of $69.85 million. This is due to the following:

- Lower than budgeted opening cash balance at 1st July 2023 ($2.96 million) which included early receipt of Vic Grants Commission ($14.17 million) but offset by lower actuals to forecasted Rates, Statutory Fees and Capital Grants in the previous year.
- Lower than budgeted net cash inflows from operating activities in:
    - Grants – Operating ($14.78 million)
    - Materials and Services ($5.83 million)

  The above unfavourable variances is offset by favourable variances in
    - Other Receipts $6.33 million
    - Contributions monetary favourable $4.78 million.
    - User Fees $1.94 million mostly due to increase in revenue from BAWC
- Lower than budgeted outflow of cash of $8.07 million expected for Capital Works program. Refer to Capital Works section below for explanation.

SECTION 2: FINANCIAL REPORTS

Income Statement

Comprehensive Income Statement
for the Period Ended 31 December 2023

	Actual YTD $'000	Budget YTD $'000	Variance YTD $'000	Status YTD	Annual Budget $'000	Forecast $'000	Annual Variance $'000	Status FY
Income								
Rates and charges	180,927	180,835	92	↑	180,957	181,044	87	↑
Statutory fees and fines	5,212	4,954	258	↑	9,153	9,328	175	↑
User fees	9,928	8,392	1,536	↑	16,845	18,789	1,944	↑
Grants - Operating - recurrent	8,154	14,193	(6,039)	↓	24,984	11,065	(13,920)	↓
Grants - Operating - non-recurrent	1,405	482	923	↑	713	1,301	587	↑
Grants - Capital - Recurrent	175	0	175	→	1,181	2,016	835	↑
Grants - Capital - Non-Recurrent	2,566	0	2,566	→	0	2,552	2,552	↑
Contributions - cash	8,361	2,417	5,944	↑	4,434	9,671	5,238	↑
Other income	6,115	4,708	1,407	↑	9,894	11,793	1,898	↑
Subdivisional contribution	0	0	0	→	3,300	3,300	0	→
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	134	256	(122)	↓	513	513	0	→
Total Income	222,977	216,237	6,740	↑	251,974	251,372	(603)	→
Expenses								
Employee expenses	51,544	54,680	3,136	↑	107,690	107,851	(160)	→
Materials and services	38,579	41,121	2,541	↑	78,160	84,045	(5,885)	→
Bad and doubtful debts	63	100	37	↑	1,100	1,100	0	→
Depreciation	24,732	24,255	(478)	→	48,529	48,529	0	→
Other expenses	1,575	1,820	244	↑	4,029	4,298	(269)	→
Amortisation - right of use assets	777	887	110	↑	1,775	1,775	0	→
Borrowing costs	1,208	1,191	(17)	→	2,383	2,383	0	→
Finance costs - leases	103	137	33	↑	273	273	0	→
Total Expenses	118,583	124,190	5,607	↑	243,940	250,254	(6,314)	→
Surplus/(deficit) for the period	104,394	92,047	12,347	↑	8,034	1,117	(6,917)	↓

Status Legend	
Above YTD budgeted revenue or under YTD budget expenditure	↑
Below YTD budgeted revenue or over YTD budgeted expenditure <10%	→
Below YTD budgeted revenue or over YTD budgeted expenditure >10%	↓

The year to date (YTD) December operating surplus is $12.35 million which is 13% favourable to the YTD Budget.

The full year forecast is expected to be $1.12 million surplus which is ($6.92 million) unfavourable to the Annual budget. This is driven by:

Account Summary	YTD Budget	Forecast
User Fees	YTD User Fees are favourable to YTD budget by $1.54 million or 12% mostly due to: • Higher income outperformed the financial modelling which was undertaken during budgeting: o BAWC by $1.49 million o Sunshine Leisure Centre $169k • The above favourable income is offset by lower than anticipated income in: o City Compliance $112k (mostly in Local Law Enforcement - $69k and City Compliance Management - $35k) • Neighbourhood Houses $71k.	The full year forecast for User Fees is expected to be $1.94 million in BAWC ($1.92 million) as revenue is estimated to outperform the financial modelling which was undertaken during budgeting.
Operating Grants (Recurrent & Non-Recurrent)	YTD Operating Grants are unfavourable to budget by ($5.12 million) or 34% mostly due to a net off: • Recurrent Operating Grants ($6.04 million) unfavourable to budget relating to Victorian Grants Commission which was received and recognised in 2022/23, earlier than anticipated; • Increase of $1.27 million from prior year grants being carried into the current financial year. Some of the key drivers of this include: o HACC Domestic Assistance (Coord & Home Care) $371k o Maternal & Child Health (Sleep & Settling) $238k o Western Alliance Greenhouse Action $142k o Service Support & Co-ordination $111k o Local Planning & Change Management Grant $82k o Biodiversity Planning (Bridge & Marine S173 Agreement - site 103 Reid St, Ardeer) $80k o Free from Violence Local Government Program $70k o CASI Community Connector Program $60k o Arts & Cultural Development (Sidney Myer Fund grant for Bowery) $52k o Digital Literacy for Seniors Program $45k • School Crossing Subsidy $369k received earlier than anticipated	The full year forecast for Operating Grants is expected to be unfavourable to budget by ($13.33 million). This is mainly due to a net of: • ($14.17 million) reduction in expected income from Victorian Grants Commission funding for the 2023/2024 financial year, as this amount was paid to Brimbank early in June 2023, and was recognised in the 2022/23 financial year. • ($721k) to be carried forward into next financial year 2024-25 and grants recoupment due to targets not me in the following arears : - $171k funding in Meals to be recouped due to 40% less target achieved in this financial year. - $350k in Community Care ($200k predicted to be carried forward into 2024/25 and $150k to be recouped in this financial year) - $200k in Sleep & Settling predicted to be carried forward into 2024/25 for recoupment. • $1.27 million increase due to unbudgeted grants brought forward $1.27 million from financial year 2022/23. • $150k unbudgeted additional received - Respite for Carers grant • Additional funding of $95k received in MCH Universal as a result of extra 30mins increase per visit.
Account Summary	YTD Budget	Forecast

Capital Grants Recurrent & Non-Recurrent	YTD Capital grants were favourable to budget by $2.74 million or 100% mainly due to a combination of unbudgeted grants received and prior year grants being carried over into the current year, including: • Brought forward grants of $2.39 million mostly for Female SF Upgrade-Selwyn Park Res $612k, Road Rehabilitation - Derrimut St $408k, Sunshine Transport Precinct Activity $276k, Sports Pavilions Kitchen Upgrade $267k and Road Rehabilitation Hutchinson (Commonwealth Roads Grant Recovery) St $175k • Local Roads & Community Infrastructure Fund $453k (Grenvillea Road and Woodland Drive) received earlier than anticipated. • Sydenham Park Stage 1 unbudgeted $75k - Construction Completion Final Instalment - Department of Energy, Environment and Climate Action	The full year forecast is expected to be over budget by $3.69 million predominately due to: • Increase in grants as a result of prior year grants carried over from 2022/23 financial year of $2.39 million. • Increase in grants of $1.11 from Roads Rehabilitation (LRCI $1.08 million) and Libraries ($29k).
Contributions - cash	YTD Contributions - Cash ended the period $5.94 million or 246% favourable against year to date budget mainly due to: • Unbudgeted Developer Contributions Public Open Space $3.82 million ($3 million subdivision received of Aldi land) • Unbudgeted $1.00 million from Australian Renewable Energy Agency (Milestone 2 Funding for Construction of Brimbank Aquatic and Wellness Centre - $680k base funding and Contingency $320k) • Unbudgeted $345k Dept. of Industry - Community Batteries for Household Solar • Brought forward contributions of $461k from the financial year 2022-23 (Water Sensitive Urban Design Asset - Milestone 1 - Stormwater Harvesting Partnering Fund $157k and WAGA contributions $145k).	The full year end forecast shows a favourable position by $5.23 million or 118% largely reflecting: • Unbudgeted Open Space Contribution of $3.34 million received from subdivision of Aldi land • Unbudgeted cash contributions position $1.00 million Australian Renewable Energy Agency (Milestone 2 Funding for Construction of Brimbank Aquatic and Wellness Centre $748k base funding and Contingency $352k) • Unbudgeted $345k Dept. of Industry - Community Batteries for Household Solar • Brought forward $461k from 2022/23 financial year.
Other income	YTD Other income ended $1.40 million or 30% favourable to budget by • Rental/Lease $898k (Western Rail Plan & Sunshine $593k (unbudgeted) from Victorian Government rental (level crossings) for using our land • Higher interest from investments of $358k • Work-cover recovery $306k • Rebates received $127k • The favourable variances above are offset by lower than anticipated Interest on Rates by $460k to budget as more ratepayers on payment plans which reduces interest.	The full year forecast is expected to be $1.90 million favourable mostly due to: • Western Rail Plan & Sunshine $593k (unbudgeted) • Increase in income from interest in investments $550k (sustained higher interest rates) • Workcover Recovery $316k • Higher interest from bank $150k
Employee Expenses	YTD Employee expenses were favourable to budget by $3.14 million or 5.74% due to • Salaries and Wages Ordinary $4.12 million mostly due to delay in filling roles across the council mostly in o Chief Information Office $964k mostly in IT support. Savings are utilised towards unbudgeted Interleave contract o Maternal and Child Health $416k (approx. 4 FTE) mostly in Maternal & Child Health Universal o Governance $286k o Community Services $288k o City Compliance Group $364k o Parks & Palm Realm $256k o Engineering $244k o Parks services $220k o Building Maintenance $163k o Libraries $159k o City Planning $129k o Service Access Support $122k o Roads Maintenance $103k o Other various $408k The favourable variance is offset by unfavourable expenditure in: • Salaries and Wages Casual ($390k) or (16.32%) mostly in BAWC ($154k), City Compliance Group ($60k), Leisure & Community facilities ($89k) and Community Care ($54k). • WorkCover Lost Time Payments ($193k) in various locations and Redundancy Payments of ($275k)	The full year forecast is expected to be $160k or 0.15% unfavourable to budget driven by: • Increase in WorkCover premium by $1.68 million across council • reduction in Forecasted salary saving allocation in Corporate Services by $2.1 million due to salary savings Forecasted at individual programs. • Increase in Salaries and Wages Casual by $585k mainly BAWC and Leisure & Community Facilities • Redundancy Payments of $278k • Work-cover Lost Time Payments of $225k The above unfavourable variances are offset by underspend in Salaries and Wages Ordinary $4.68 million. Savings of $963k will be offset by Interleave twelve months contract unbudgeted in Materials and Services.
Materials and services	YTD Materials and Services expenditure was underspend to budget by $2.54 million or 6.18% across the Council mainly due to delays in providing services than projected. Key drivers were: • Tip Fees of $742k mainly within the Refuse area due to timing of payment. • External Standard Contract Payment / Fees $570k mostly in the Parks area Design – Tree Planting due to timing of tree planting which will occur in next quarter • Administration/Program Expenses $575k across various business units. • Minor Asset Purchases $205k mostly in Chief Information Office ($300k). These savings are to be utilised towards the unbudgeted Interleave contract • Public Lighting Operating Costs favourable $404k. • Lower than expected debt collection expenses of $214k. • Recycling Gate Fees lower than expected at $166k due to less activity. • Training lower than budget by $155k due to timing of training. • Electricity lower than budget by $336k due to timing of payment. • Telecommunication lower than budget by $174k due to timing of payment. The favourable variance is offset by unfavourable expenditure in: • This was partly offset by unfavourable Agency Cost of ($1.67) million, mainly in the Building Services Group ($312k), CIO ($379k) and Parks Services ($388k).	The full year end forecast is expected to be ($5.89 million) unfavourable to budget driven by: • External Standard Contract Payment – unbudgeted Interleave twelve months contract of ($1.72 million). This is being partially offset by savings in Employee expenses $963k and Minor Assets Purchases $300k. • Increase in Agency Staff by ($2.39 million) mostly in IT support $615k, Building Services Group $510k, Parks $282k, Service Access Support $175k, City Compliance $172k, Comm Engagement $157k, Refuse $102k and various others. • Additional consultant expenses of $433k mostly in Western Rail Plan & Sunshine $510k, Property Management (Emergency Ward Training) $336k, Environment $152k and Western Alliance Greenhouse Action $46k. The unbudgeted consultant expenses across the Business Units are offset by the savings in IT consultant expenses of $863k. • Insurance Premium increase of $248k

		• Additional Administration/Program expenses of $444k mainly in Community Wellbeing areas. • Additional lease/machinery hire costs of $268k mainly in Fleet • Reduction in Cost Transferred to capital of $330k

Balance Sheet

Balance Sheet
for the Period Ended 31 December 2023

Account Summary	Actual YTD $'000	Annual Budget $'000	Forecast $'000
Current Assets (Assets)			
Cash and Cash Equivalents	90,930	69,853	69,751
Trade and other receivables (inc FSPL)	137,334	35,106	26,204
Inventories	119	110	119
Other assets	3,708	323	1,433
Total Current Assets	232,091	105,393	97,507
Non-Current Assets (Assets)			
Property, infrastructure, plant and equipment	2,724,013	2,677,909	2,675,443
Right of use assets	4,303	3,115	3,115
Trade and other receivables	58	115	70
Total Non-Current Assets	2,728,374	2,681,139	2,678,629
TOTAL ASSETS	2,960,464	2,786,532	2,776,135
Current Liabilities (Liabilities)			
Trade and other payables	5,150	22,561	24,788
Trust funds and deposits	18,925	12,642	4,773
Provisions	21,623	25,803	23,642
Lease liabilities	673	456	1,415
Interest bearing loans and borrowings	4,570	10,462	9,037
Total Current Liabilities	50,942	71,924	63,655
Non-Current Liabilities (Liabilities)			
Trust funds and deposits	6,493	0	6,605
Provisions	2,568	8,529	2,568
Lease liabilities	3,781	1,421	3,276
Interest-bearing loans and borrowings	79,714	73,539	75,444
Total Non-Current Liabilities	92,555	83,489	87,892
TOTAL LIABILITIES	143,497	155,413	151,547
NET ASSETS	2,816,968	2,631,119	2,624,588
Equity			
Accumulated surplus	1,223,879	1,120,998	1,116,600
Reserves	1,593,089	1,510,121	1,507,988
TOTAL EQUITY	2,816,968	2,631,119	2,624,588

Victorian Auditor-**General's Office Six Sustainability Indicators**

Indicator	Measure	Budget 2023/24	Forecast	Risk
Adjusted underlying result	Underlying net surplus (or deficit) / Adjusted Underlying Revenue	3%	1%	Low
Self-Financing	Net Operating cash flows / Adjusted underlying revenue	22%	21%	Low
Capital Replacement	Capital expenditure / Depreciation	1.49	1.33	Medium
Asset Renewal	Asset renewal expenditure / Depreciation	0.56	0.59	Medium

Indicator	Measure	Budget 2023/24	Actual YTD	Risk
Working Capital	Current assets / Current liabilities	1.47	4.56	Low
Indebtedness	Non-current liabilities / Own source revenue	34%	42%	Medium

Adjusted Underlying Result	This measures an entity's ability to generate surplus in its ordinary course of business, excluding non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital expenditure from its net result. A surplus or increasing surplus suggests an improvement in the operating position. The forecast result of 1% indicates a Low risk.
Self-Financing	This indicator measures the ability to replace assets using cash generated by the entity's operations. The forecast result of 21% indicates a Low risk.

Capital Replacement	This is a long-term indicator. The forecast result of 1.33 indicates a Medium risk and that spending is faster than the depreciation rate. This result should be read with caution as it is important to note that only 43% of the overall capital budget was identified as renewal expenditure.
Asset Renewal	The forecast result of 0.59 indicates a Medium risk and is constant with only 43% of the overall capital budget identified as renewal. This would suggest that there is insufficient spending on the renewal of existing assets.
Working Capital	The actual result of 4.56 indicates a Low risk to Council. This is due to a change in accounting treatment of rates income. The full amount of rates income is now recognised when we issue the Annual Notice, instead of progressively recognising income over the year which has significantly increased the rates debtors in current assets at the start of the year. It is anticipated that the ratio will be in line with the budget at year end with the payment of rates.
Indebtedness	The Actual result of 42% indicates Medium risk and that Council has the ability to repay debt from its own revenue sources. This is mostly driven by the recognition of Lease Liability as per AASB 16.

Statement of Cash Flows

Statement of Cash Flows
for the Period Ended 31 December 2023

Account Summary	Actual YTD Inflows / (Outflows) $'000	Annual Budget Inflows / (Outflows) $'000	Forecast Inflows / (Outflows) $'000
Cash flows from operating activities			
Rates and Charges	99,085	180,957	181,044
Statutory fees and fines	4,043	9,153	9,328
User fees	10,162	16,845	18,789
Grants - operating	8,150	25,698	10,921
Grants - capital	613	1,181	2,431
Contributions - monetary	8,229	4,434	9,211
Other receipts(includes Rent received)	5,915	5,461	11,793
Trust funds and deposits (taken and repaid)	(43)	1,000	1,000
Net GST refund/(payment)	4,407	0	0
Employees costs	(54,445)	(107,690)	(107,851)
Materials and services	(64,053)	(78,160)	(83,986)
Other payments	(1,281)	(5,129)	(5,398)
Net cash provided by / (used in) operating activities	20,781	53,748	47,281
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	(18,794)	(72,399)	(64,325)
Proceeds from sale of property, infrastructure, plant and equipment	350	45	1,134
Proceeds on sale of investments	0	0	0
Net cash provided by / (used in) investing activities	(18,444)	(72,354)	(63,191)
Cash flows from financing activities			
Finance costs	(1,072)	(2,533)	(2,288)
Proceeds from borrowings	0	6,000	6,000
Repayment of borrowings	(3,981)	(9,020)	(9,784)
Interest paid - lease liabilities	(103)	(273)	(273)
Repayment of lease liabilities	36	(2,383)	(1,708)
Net cash provided by / (used in) financing activities	(5,119)	(8,210)	(8,053)
Net increase/(decrease) in cash and cash equivalents	(2,783)	(26,816)	(23,962)
Cash and cash equivalents at the beginning of the financial year	93,713	96,670	93,713
Cash and cash equivalents at the end of the period	90,930	69,853	69,751

The YTD cash balance is $90.93 million comprising an opening balance of $93.71 million at 1 July 2023 and year-to-date net outflows of ($2.78 million).

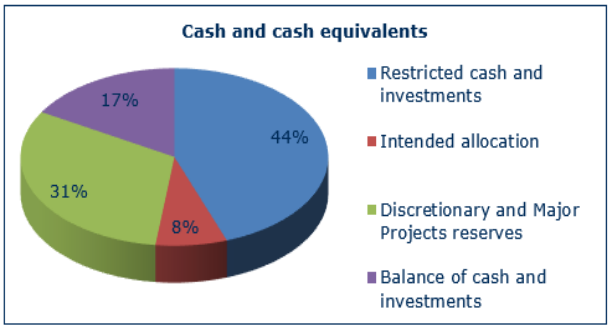
The forecast closing cash at bank for the year ending 30 June 2024 is $69.75 million which is ($102K) lower than the budgeted closing cash at bank of $69.85 million. This is due to the following:

- Lower than budgeted opening cash balance at 1st July 2023 ($2.96 million) which included early receipt of Vic Grants Commission ($14.17 million) but offset by lower actuals to forecasted Rates, Statutory Fees and Capital Grants in the previous year.
- Lower than budgeted net cash inflows from operating activities in:
    - Grants – Operating ($14.78 million)
    - Materials and Services ($5.83 million)

  The above unfavourable variances is offset by favourable variances in
    - Other Receipts $6.33 million
    - Contributions monetary favourable $4.78 million.
    - User Fees $1.94 million mostly due to increase in revenue from BAWC
- Lower than budgeted outflow of cash of $8.07 million expected for Capital Works program. Refer to Capital Works section below for explanation.

Cash Balance Commitments
The following table outlines the cash balance commitments of the forecast cash position.

After taking into consideration restricted cash and discretionary reserves there is a predicted positive net cash balance of $11.60 million.



	$'000
Total Forecast cash and investments	69,751
Restricted cash and investments:	
Developers contributions	(19,637)
Total trust funds and deposits	(11,378)
Intended allocation:	38,735
Carry forward capital works 2023/24	(5,230)
Unrestricted cash and investments	33,506
Major Projects reserves	(9,547)
Discretionary reserves (sinking fund)	(12,400)
Unrestricted cash adjusted for discretionary reserves	11,559
Balance of cash and investments	11,559

Capital Works Report

Statement of Capital Works
for the Period Ended 31 December 2023

Asset Category	Actual YTD $'000	Budget YTD $'000	Variance YTD $'000	Status YTD	Annual Budget $'000	Forecast $'000	Annual Variance $'000	Status FY	Predicted Carry Fwd $'000
Community Facilities	939	675	(264)		2,269	2,356	(87)		0
Drainage Works	691	286	(406)		1,150	1,695	(545)		0
Other	2,022	1,197	(825)		6,469	5,916	553		0
Pathways	265	265	(1)		3,661	2,227	1,434		653
Playgrounds/Parks/Gardens	2,036	753	(1,283)		9,575	8,479	1,096		835
Road Works	9,246	13,024	3,778		29,444	30,142	(698)		460
Sports Facilities	2,720	2,197	(524)		17,976	11,642	6,334		3,281
Sustainability	1	0	(1)		80	81	(1)		0
Town Centre	149	288	139		858	890	(32)		0
Total capital works expenditure	18,071	18,737	666		72,399	64,325	8,074		5,230
Capital works income	4,590	0	4,590		1,181	6,417	5,236		0

Capital Works Context - Operating Environment

International events, including conflicts in the middle-east and the COVID-19 pandemic, continue to affect material supply and contractor availability, impacting Council's ability to deliver its 2023/2024 CWP within scope, time, and budget. This impact is being felt most in the construction industry, affecting materials such as concrete, timber and steel, and in the transport sector, affecting energy supplies.

In addition to this, Victoria's Big Build program, worth over $90 billion investment delivering over 165 major road and rail projects across the state, is also continuing to place further demand and competition for construction materials and access to skilled workforce.

More local issues that have impacted the delivery of some projects include delays related to the process for CHMP, including engagement with traditional owners, assessments and offsets for native grasslands, heritage, third party approvals and other planning related matters.

Projects Completed

The following projects have reached the completion stage as of 31 December 2023:

Asset Class	Program	Project/s	Project Value
Community Facilities	Community Facilities Kitchen Upgrade	Keilor Playgroup, Keilor Village Kindergarten, and Killeen Street Child Care Centre	$200,000
	Flooring Upgrade	Deer Park Playgroup, Alexandra Avenue Child Care Centre, and Delahey Community Centre	$65,000
	Storage Upgrade	Remus Way Child Care Centre, Biggs Street Community Centre, and Keilor Downs Hall	$35,000
		SUB TOTAL - ASSET CLASS	$300,000
Sports Facilities	Goal post replacement program	Various locations	$35,000
	Sportsground fence replacement program	JR Parsons Reserve, Oval No.1	$55,000
	Shade shelter installation program	Sasella Park	$70,000
		SUB TOTAL - ASSET CLASS	$160,000
Playgrounds, Parks & Gardens	Public Toilets	Simmie Street, Sunshine West	$156,140
	Suburban Park Upgrade	Noble Court Reserve, Sunshine West	$454,785
	Neighbourhood Park Upgrade	Monash Pizzey Reserve, Sunshine	$86,498
	Local Park and Reserves Upgrade,	Pindari Crescent Path, Taylors Lakes	$200,000
		SUB TOTAL - ASSET CLASS	$897,415

Asset Class	Program	Project/s	Project Value
Roads	Rehabilitation Program	Blackley Court, Deer Park	$269,269
		Derrimut Street, Albion	$498,242
		Frank Street, Sunshine West	$111,605
		Hutchinson Street, Albion	$555,783
		Jacinta Way, Kings Park	$628,507
		Joshua Court, Kings Park	$179,000
		Marcia Street, Sunshine West	$1,941
		Moondani Avenue, St Albans	$ 1,232,014
		Shae Court, Kings Park	$187,003
		Yallourn Street, Ardeer	$251,775
		Bernborough Court, Keilor Downs	$217,620
		Devon Place, Sunshine	$1,040,000
		Hammerwood Ave, Derrimut	$756,992
		Lantana Ct, St Albans	$191,880
		Lyndford Court, St Albans	$306,280
		Mailey Street, Sunshine West	$555,500
		Nandeen Court, Keilor Downs	$202,200
		Sofia Court, Sunshine North	$200,720
		Sorghum Way, Delahey	$370,000
		St Leonards Avenue, Derrimut	$248,043
		Tullaroop Court, St Albans	$247,000
		Thistle Court, Delahey	$283,400
		Welwyn Parade, Deer Park	$510,000
		SUB TOTAL - ASSET CLASS	9,044,744
Pathways	Sunshine Transport Precinct Activation	Debenham Drive, St Albans	$40,809
		Simmie Street	$9,877
	Pathway Upgrade	Yanchep Court Reserve, Taylors Lakes	$15,400
		SUB TOTAL - ASSET CLASS	$66,086
Stormwater Drainage	Installation of Gross Pollutant Traps	Harrison Street, Deer Park	$342,835
		SUB TOTAL - ASSET CLASS	$342,835
Traffic Management	Traffic island and kerb modifications	Various locations	$15,000
		SUB TOTAL - ASSET CLASS	$15,000
Land Rehabilitation	Resurfacing Works	Sunshine Energy Park	$200,000
		SUB TOTAL - ASSET CLASS	$200,000
Municipal Facilities	Installation of CCTV Cameras	Sunshine	$290,385
		SUB TOTAL - ASSET CLASS	$290,385
GRAND TOTAL			$11,316,465

Changes to the 2023/24 Capital Works Program

Changes to the Capital Works Program are necessary at times throughout the year to address changes in circumstance – whether relating to project scope, cost or timeframe. Where the change is material, this is managed via a process to ensure any change is approved according to delegated authority. A budget variance to a project may result in under expenditure or a request for additional funding. Under expenditure may be treated as a saving, or may be reallocated to assist the delivery of other projects. A request for additional funding will be assessed in terms of necessity, priority and the ability to allocate additional funding; where the quantum of funding is beyond the delegation of the Project Manager or Project Sponsor, approval will be sought via the CEO or Council.

As of the 31 December 2023, a total of $3,285,000 has been identified as approved under expenditure (which reflects the cumulative effect of the approved changes requests, shown below). All project under expenditure is held as funds which can then be re-allocated to offset cost increases on other projects in the Capital Works Program.

In contrast to the under expenditure, there has been a total of $2,442,859 identified as combined cost increases to projects.

As of the 31 December 2023, the net difference between combined under expenditure ($3,285,000) and combined cost increases ($2,442,859), as a result of approved changes requests, is $842,141 (under expenditure).

Officers will continue to identify projects in 2023/24 that can be funded via under-expenditure in the program, and will prioritise projects which reduce risk, add value to existing projects or priorities, or which can reduce the renewal gap and/or the broader financial burden in 2024/25, and will report these to Council in future reports, as required.

Officers note the figures above may not be immediately obvious in the 'Statement of Capital Works' above (P.12); this is due to system reporting limitations, however Officers are confident the amounts reported as under-expenditure and cost increases, and the figure available for reallocation, are accurate as they reflect advice from project managers on each project.

Please refer below to – Change Request Running Sheet 2023 - 2024 to view the list of projects that have an approved variance from what was originally adopted in the 2023-2024 Capital Works Program by Council.

Projects at Risk

In addition to projects that have already declared a change, flagging a change to scope or cost (with individual project impacts and the cumulative financial impact captured in Change Request Running Sheet 2023 - 2024), the following 18 projects have been identified as being at risk of not achieving the intended scope of works by June 2024; these projects may be subject to further change, and if so, will be reported to Council.

Project Title and Adopted Budget (23/24)	Project description	Explanation of risk
JR Parsons Reserve $240,000	Construction of a new sports pavilion for cricket and football including car parking.	The process to engage the Football & Cricket Club to inform the Concept Plan, and timeframes involved, are expected to delay the completion date for this project. Construction is expected to commence in August 2024, and will be subject to budget consideration in Councils draft 2024/25 budget.
JR Parsons Reserve $150,000	Construction of a new tennis pavilion, including car parking.	The process and timeframes to engage the Tennis Club to inform the Concept Plan is expected to delay the completion date for this project. Construction is also expected to commence in August 2024, and will be subject to budget consideration in Councils draft 2024/25 budget.
Delahey Reserve $350,000	Construction of new fully enclosed dog off-leash park and improvements to existing park.	Due to delays relating to permit approvals, this project is at risk of not being completed by June 2024, with delivery likely in 2024/25, subject to budget consideration in Councils draft 2024/25 budget.
Flagship Park Renewal Program $950,000	Ongoing renewal of flagship parks. 2023/24 Sites: Delivery of Kevin Flint Memorial Reserve	This project is ready for tender in February 2024. It is anticipated that the works will commence late in the 2023-2024 financial year and therefore expecting an under expenditure in 2023/24, with some funding required in 2024/25 to complete the project.

Sydenham Rail Corridor Bicycle Track	Development of the off-road cycling route along the Sydenham railway corridor, linking the Sydenham, St Albans and Sunshine Town Centres. This includes new pedestrian/cycling bridge over Taylors Road and new Shared User Path along Sydenham Road. 2022/23: Design only.	Currently finalising documentation package for tender for Part 1 of the Shared User Path, along St Albans Road. MTM approvals are required, which are likely to take a considerable period of time to be approved, therefore placing the project at risk of construction not commencing before 30 June 2024. Budget allocation will be considered once the timeframe for approvals is confirmed.
Security Lighting in reserves program $100,000	Installation of security lighting	Works is expected to commence in April / May 2024 and not expected to be completed by June 2024.
Water security program $300,000	This project is to undertake an expansion of the stormwater harvesting system in Green Gully.	This project is now expected to cost considerably more than estimated. In addition, as the civil works would be best to occur in the summer months, this project is not likely to be completed by June 2024. The approach to this project requires further consideration.
East-west transmission line cycle path - M80 Trail to Kororoit Creek path, St. Albans $250,000	Stage 1 detailed design underway including solar lighting.	Project at risk of not being completed by June 2024 due to the timeframe relating to receiving planning permit. Additional budget allocation will be considered once the timeframe for approvals is confirmed.
Local Park and Reserves upgrade program $200,000	Upgrade of various Local Reserves including tree planting and furniture installation as part of Creating Better Parks Implementation and in response to community requests. 2023/24 Sites: Pindari Avenue Taylors Lakes Access, Cocoparra Crescent Reserve, Taylors Lakes	Pindari Crescent Path is completed. Cocoparra Cresent Path is currently on track to commence in February 2024 and expected to be completed by June 2024. Lipton Street Reserve is not likely be completed by June 2024 due to timeframes to confirm permit approvals.
Lloyd Reserve, Sunshine – Soccer / Cricket pavilion upgrade $750,000	Sports pavilion upgrade	Due to protracted delays in the awarding of the construction contract, project has been delayed and expected to be completed by October 2024.
Local cycle route connection program $260,000	Program to continue the roll-out off-road cycle routes to complete missing link as part of the Cycling & Walking Strategy implementation	The project is at risk of not being completed by June 2024 due to time required to obtain permit approvals, and lack of contractor availability.
Lionheart Reserve Tennis Pavilion Upgrade, Taylors Lakes $1.75M	Tennis pavilion refurbishment.	Project was re-tendered due to original submissions over budget and tenderers considered to be a risk to Council. Currently out to tender again. Expecting contract to be awarded in May 2024. Project is behind schedule and will not completed by June 2024. Additional budget allocation will be considered for 2024/25 once the timeframe for approvals is confirmed, and cost is better understood.
Jones Creek trail extension $200,000	Trail extension, Cairnlea - Cairnlea to the M80 Ring Road Trail	Project has been delayed due to the time taken to obtain all relevant project permits. Project is not likely to be completed by June 2024.

Taylors Lakes Easement Shared User Path $100,000	Shared User Path	Project has been delayed due to protracted CHMP requirements. Project is not likely to be completed by June 2024, and is now intended to be delivered in 2024/25.
Bon Thomas Reserve development, Deer Park $200,000	Installation of a circuit path.	Project has been delayed due to protracted discussions with DEECA assessment team. Project is not likely to be completed by June 2024.
Sydenham, Sydenham Park, Keilor North - Share User Trail - Stage 2. $2M	Share User Trail - Stage 2.	Project has been delayed due to the need for additional planning and staging of works. Project is not likely to be completed by June 2024, and is expected to be progressed in 2024/25.
Town Centre lighting strategy $200,000	Review of lighting levels in the Town Centres and implementation plan to achieve recommended levels for safety and amenity. 2023/24 Sites: Princess Lane, St Albans	Project has been delayed due to requiring further planning and staging of works. Project is not likely to be completed by June 2024.
Municipal Gateway Landscaping $100,000	Upgrade and renewal of Municipal Gateway Landscaping.	Project has been delayed due to the need for additional planning. Project is not likely to be completed by June 2024.

Change Request Running Sheet 2023 – 2024

CR Number	Program	Project	Project Description	2023/24 Authorised Fund	Budget Variation sought		Change Details			Details of Change Request
					Under Expenditure	Funding Reallocated	Budget	Timelines	Scope	
01	Community Facilities	Community Facilities Heating / Cooling Upgrade Program	Rolling program to upgrade heating and cooling. Various locations as identified in the Community Services and Infrastructure Plan. 2023/2024 Sites: Glengala Community Centre.	60,000	-	**$60,000**	✓	-	-	Additional funding is to complete additional duct work that is required for new air conditioning unit, as well as the installation of an energy efficient Variable Speed Drive unit to meet National Construction Code (BCA) requirements. Existing duct work was intended to be used but the new Air Conditioning Unit requires upgraded duct work for the unit to reach its optimal design. APPROVED under delegation November, 2023.
02	Community Facilities	Children's Service Facilities Playgrounds Upgrade Program	Replace non-compliant playground equipment in Council's children's facilities and bring all playgrounds into compliance with relevant regulations as identified in the Community Services and Infrastructure Plan. 2022/2023 Sites: Keilor Park and Keilor Gatehouse. 2023/2024 Sites: Orama Street Children's Centre, Remus Way Child Care Centre	$250,000	-	-	-	✓	✓	Project listed in 2022/2023 budget were not delivered due to time constraints. Requesting to undertake playground projects listed in 2022/2023 budget (Keilor Park and Keilor Gatehouse) that were not delivered and deliver the 2023/2024 listed projects (Orama and Remus Way Kindergartens) in 2024/2025. APPROVED under delegation November, 2023.
03	Community Facilities	Community Facilities Toilet Upgrade Program	Upgrade existing toilets to be compliant with the Disability Discrimination Act and/or to refurbish ageing toilets. Various locations as identified in the Community Services and Infrastructure Plan. 2023/2024 Sites: Sydenham Children's Hub, Delahey Community Centre, Keilor Village Kinder, Deer Park Hall, Orama Street Child Care Centre	$200,000	-	**$80,000**	✓	-	✓	Additional $80K is required due to cost escalation in materials and labour, and additional costs to remove existing wall linings including tiles and cement sheets. Cost estimates are based on finalised quotations from the contractor for specific schedule of works. APPROVED under delegation November, 2023.
04	Community Facilities	Robertson's Homestead Restoration	Structural restoration works. 2022/23: Design 2023/24: Commence construction 2024/25: Complete construction	$500,000	**-$320,680**	-	✓	✓	-	Due to delays in appointing the consultant, formulating the brief the consultant, as well as impacts due to CHMP advice, ecological report, archaeological survey, and delay in obtaining Planning Permit and approvals from HV. In all, this project is expected to be delayed by 6 to 9 months and predicting to spend $180K in 2023-2024. APPROVED under delegation November, 2023.

05	Sporting Facilities	Sports Reserve Lighting Upgrade Program	Annual rolling program to upgrade or install new sportsground lighting. 2023/2024 Sites: Sassella Tennis 5 and 6, and Selwyn Park Tennis Courts 1 to 6 Inc.	$450,000	**-$173,516**	-	✓	✓	-	Sassella Park Tennis Courts is a carry forward project from 2022/23 and will be completed in 2023/2024 under a separate cost code, but required additional funding of $173K, to be transferred from Selwyn Park Tennis project. The remaining $276K budget allocation for this project should be sufficient for Selwyn Park Tennis Courts 1 to 6. APPROVED under delegation November, 2023.
06	Sporting Facilities	New sportsground development program	Green Gully Reserve Oval 2 (access road, car park, sportsground lighting, sports change rooms) 2022/23 - Commence construction 2023/24 - Complete construction	$3,850,000	**-$3,285,000**	-	✓	✓	-	Due to the Commonwealth and State Government protected native grass approvals and cultural heritage approvals, this project will be considerably delayed, and the projected unspent $3.3M; the expenditure will be replanned. APPROVED under delegation November, 2023.
07	Sporting Facilities	Sports Netting Replacement Program	Program to upgrade or replace sports nets in sporting facilities. 2022/2023 Sites: Barclay Baseball Batting Cage/Shed	$199,235	-	**$90,000**	✓	-	-	Additional $90K funding required for power works to abolish existing power to site as the site has 3 incoming power connections and Powercor advised this needs to be reduced. Due to these works, power will need to be upgraded back to the pavilion to allow power back to the new batting shed. APPROVED under delegation November, 2023.
08	Sporting Facilities	Sports Netting Replacement Program	Program to upgrade or replace sports nets in sporting facilities. 2023/24 Sites: Selwyn Park, Cricket	$150,000	-	**$229,000**	✓	-	-	Based on the quotation received, costs to deliver the project has increased. The original budget for this rolling program is not enough to complete the project. Required additional $229K. APPROVED under delegation November, 2023.
09	Sporting Facilities	Sportsground Irrigation Upgrade Program	Installation of new irrigation systems as part of an annual rolling irrigation program. 2023/24 Sites: Keilor Lodge Soccer Pitch 1	$100,000	-	**$20,000**	✓	-	-	Additional $20K is required based on the quotes received. This is due to an unexpected increase in materials and labour. APPROVED under delegation November, 2023.
10	Sporting Facilities	Dempster Park Tennis Refurbishment	Rolling program to upgrade and refurbish ageing kitchens in sporting facilities. 2022/23 Sites: Dempster Park Tennis Pavilion	$102,204	-	**$504,501**	✓	✓	✓	The scope was changed from a kitchen upgrade to a refurbishment due to SRV funding approval, and club's contributions. An additional $835K required to complete the project, Council's already secure external funding of $287K so, Council's contribution will be $504K that has been approved by the Council CM9 Ref: 16 May 2023 Governance Report. APPROVED under delegation November, 2023.
11	Sporting Facilities	Sportsground Fence Replacement Program	Annual rolling program to replace fences at sports grounds to promote participation of local Brimbank residents on sporting reserves. 2023/24 Sites: Parsons Reserve Oval 2	$55,000	-	**$8,961**	✓	-	-	The three quotations received exceed the Capital Works 2023/24 budget. The change request is for an additional $8,961 to cover the projects costs. APPROVED under delegation November, 2023.

12	Sporting Facilities	Female Sports Facilities Upgrade	Rolling program to Increase equity, access and opportunities for existing and emerging female participants and officials in sport and active recreation. 2023/24 Sites: Robert Bruce Reserve pavilion refurbishment	$948,902 (+ external income of **$612,000)**	-	-	✓	✓	✓	This project currently has a carry forward from 2022/23 Robert Bruce Reserve pavilion refurbishment of $948,902 plus the income of $612,000. This is not a request for additional funds, but rather recognising income from 2022/23. Change Request due to the income expenditure needs to be adjusted. APPROVED under delegation November, 2023.
13	Sporting Facilities	Bon Thomas Reserve Stage 2	Development of new sports facilities at Bon Thomas Reserve, Deer Park. The scope includes a new cricket nets/multipurpose area, new path network, car park upgrade and irrigation upgrade on the oval.	$159,405	-	**$266,397**	✓	-	-	Carry forward amount is the unspent fund $159K of $1M funding from the Victorian Government's Community Sports Infrastructure Stimulus Program – Round #2 (SRV). To fulfil the funding condition, the project needs to be completed although now the project cost is higher than anticipated. The project requires an additional $266,397 to complete the project including circuit path. Contract has been awarded and the contract number is 23/3381Q. APPROVED under delegation November, 2023.
14	Playgrounds, Parks & Gardens	Park playground renewal program	Works, as identified from annual playground audit, include refit of playground & park assets to ensure safety and functionality. Various sites.	$200,000	-	**$200,000**	✓	-	✓	A large structure at Cliff Harvey Lagoon Reserve is in urgent need of replacement. These costs cannot be accommodated under the existing budget of $180,000 due to committed work. Works estimated to cost approx. $200,000. Additional works already committed to this budget include a playground renewal at Corunna Avenue Reserve ($70,000 - committed to the community), fencing to Ainsworth Reserve ($10,000) and other minor works, including park and playground repairs (min. $60,000 to undertake reactive works). APPROVED under delegation November, 2023.
15	Playgrounds, Parks & Gardens	Skate facilities Upgrade Program	Improvement to existing facilities and new facilities as per Creating Better Parks. 2023/24: Construction of Derrimut Site	$150,000	-	**$594,000**	✓	✓	-	Original funding and delivery approach in 10 year plan was to deliver over two financial years. $150,000 was allocated in first year. This project is 'shovel ready' and other projects scheduled for delivery are at risk of not being delivered on time, thus the proposal to bring this forward for delivery in 23/24. Additional fund is proposed to be sourced from the savings of Dog Off Leash budget appx ($215k) and Neighbourhood Park Budget for ($50k) which are projects unlikely to be delivered in 2023/2024. The rest of the money $329K ($594K – $215K + $50K) will be sourced from consolidated savings from the 2023/2024 CWP. APPROVED under delegation November, 2023.

16	Pathways	Keilor Downs Recreation Reserve, Keilor Downs	Construction of the footpath network including a circuit path. 2022/23: Design and planning investigation 2023/24: Construction	$200,000	-	**$115,000**	✓	-	-	Available budget is insufficient to complete minimum scope of works. Native vegetation offsets costs considerably higher than estimated. This budget increase can be absorbed through savings identified in the dog off leash budget for 2023/2024. APPROVED under delegation November, 2023.
17	Sports Facilities	Sports reserve car parking upgrade program	Construction of a new asphalt car park and lighting works. 2023/24 Sites: Green Gully Reserve.	$51,533	-	**$95,000**	✓	✓	✓	This Change Request is to carry out additional works as requested by Powercor. Additional compliance works were imposed on Council by Powercor to upgrade the existing electrical cables in the area to be safe prior to Powercor gifting the existing light poles to Council and the rewiring of the MMBW pumping station and German Shepherd Dog Club to a new electrical distribution board. The additional works will provide new, safer and more reliable electrical power supply to the area. Once all completed, the lights to the new car park and new road way at Green Gully Reserve can be switched on. APPROVED under delegation December, 2023.
18	Community Facilities	Children's Service Facilities Playgrounds Upgrade Program	Replace non-compliant playground equipment in Council's children's facilities and bring all playgrounds into compliance with relevant regulations as identified in the Community Services and Infrastructure Plan. 2023/2024 Sites: Keilor Park and Keilor Gatehouse.	$250,000	-	**$180,000**	✓	-	-	The RFQ process completed in October 2023 has firmed up the delivery costs for both projects sites. The proposed works are very time sensitive as they can only be carried out during the school holidays. Requesting an additional $180K to deliver the two playgrounds listed in the 2022/23 Capital Works Program which were not completed in the 2023-2024 fiscal year. NOTE: Changes to the Project Sites in 2022/2023 and 2023/2024 have been approved as part of an earlier Change Request (Refer to Change Request No. 02) which will be reported separately to Council as part of the quarterly finance report. The requested changes is consistent with outcomes and objectives of the overarching program, but re-scheduled into the new fiscal year. APPROVED under delegation December, 2023.
19	Road Works	Road Rehabilitation Program	Due to construction costs coming in lower than expected, we are proposing to include two additional roads in the 2023-2024 CWP. They are: - Dover Street, Albanvale between Trafalgar Street and Tamara Street and	$16,080,000	-	-	-	-	✓	This change request is not seeking additional funds. Instead, it is seeking a change in scope to the existing road rehabilitation program for 2023-2024. Due to construction costs coming in lower than expected, we are requesting to use some of the surplus savings to rehabilitate two (2) additional roads in Albanvale that have been identified as being in poor condition , these are - Dover Street, Albanvale between Trafalgar Street and Tamara Street and - Tamara Street, Albanvale between Dover Street and Robyn Avenue. APPROVED under delegation December, 2023.

			- Tamara Street, Albanvale between Dover Street and Robyn Avenue. The required budget amount is $829,470 which will be funded from the Road Rehabilitation Program surplus amount of $1,305,358.							
TOTAL					**Under Expenditure** **$3,285,000**	**Funding Reallocated** **$2,442,859**				
					Net Amount **$842,141**					

SECTION 3: ENVIRONMENTAL UPGRADE AGREEMENT QUARTERLY REPORT

Environmental Upgrade Agreement Quarterly Report

An Environment Upgrade Agreement (EUA) is a financing agreement to improve the environmental performance of a commercial building. The agreement is between a financial institution, a property owner and Council.

The financial institution advances funds to a commercial property owner to undertake upgrade works. The commercial property owner then makes repayments through their Council rates.

The benefit of Council involvement is that the loan is attached to the Council rates for the commercial property, and therefore has a high level of security. This security enables the financial institution to offer very attractive loan terms.

To be eligible for a EUA the building:

- Must have been rateable premises for the past two years.
- Must be commercial premises with a minimum of 50% of the building operating as commercial.
- Must not have been in arrears with rate payments for the past three years.
- Must not be owned through a superannuation trust.
- Tenanted commercial buildings are eligible

This report provides an update on the Environmental Upgrade Agreements involving Council, as required by the Local Government Act.

In accordance with the Local Government Act 1989, Section 138 Quarterly Statements,

(1) At least every 3 months, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public.
(2) The regulations may prescribe matters to be included in the statement.

The Local Government Act 1989 further requires under Section 181G, Quarterly Statement that:

The Chief Executive Officer must ensure that a statement prepared under section 138 includes a record of the following—

a) each environmental upgrade agreement entered into in the last quarter, and the rateable land to which the agreement relates;
b) each environmental upgrade charge approved in respect of the agreements referred to in paragraph (a), and the value of the charges;
c) the total number of environmental upgrade charges in operation in the last quarter;
d) the total value of all environmental upgrade charge payments that have fallen due and have not been paid;
e) the total value of all environmental upgrade charge payments that are yet to fall due.

Reporting requirement	Status as at 14 December 2023
a) Each environmental upgrade agreement entered into in the last quarter, and the rateable land to which the agreement relates	$0
b) Each environmental upgrade charge approved in respect of the agreements referred to in paragraph (a), and the value of the charges	$0
c) The total number of environmental upgrade charges in operation in the last quarter;	6
d) The total value of all environmental upgrade charge payments that have fallen due and have not been paid;	$0
e) The total value of all environmental upgrade charge payments that are yet to fall due.	$477,161.93

12.6	Governance Report February 2024
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Danny Bilaver
Attachment(s)	1. Record of Informal Meeting of Councillors [12.6.1 - 14 pages] 2. Delegates and Representatives Report [12.6.2 - 6 pages] 3. Sydenham Park Consultative Committee Terms of Reference - February 2024 [12.6.3 - 5 pages] 4. Minutes of Audit and Risk Committee - 24 November 2023 [12.6.4 - 8 pages] 5. Risk Management Policy 2024 [12.6.5 - 11 pages] 6. Kindergarten Registration and Enrolment Guideline 2024 [12.6.6 - 12 pages] 7. CONFIDENTIAL Attachment [12.6.7 -2 pages]

Purpose

For Council to consider:

- A summary of recent Governance activity.
- Contracts entered into, and works orders approved in accordance with the S7 Instrument of Sub Delegation.
- Councillor Declarations of Representations by Members of Parliament.
- Updated Sydenham Park Consultative Committee Terms of Reference.
- Audit and Risk Committee Minutes of 24 November 2023.
- Risk Management Policy.
- Kindergarten Central Registration and Enrolment Guideline.
- Funding Agreement with the State Government for Old Geelong Road, Brooklyn
- Update on the Regional Assessment Service.

Council Recommendation

That Council:

a. Notes the:

i. Governance Report February 2024.

ii. Contracts entered into, and works orders approved, in accordance with S7 Instrument of Sub Delegation (24/3414; 24/3420MAV).

iii. Records of Informal Meetings of Councillors, at Attachment 1 to this report, for incorporation in the minutes of this meeting.

iv. Delegate's and Representative's Reports, at Attachment 2 to this report, for incorporation in the minutes of this meeting.

v. Councillor Declarations of Representations by Members of Parliament.

b. Increases the representation of Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation membership on the Sydenham Park Consultative Committee from two to three positions, to enable representation from the Nevin, Wandin and Terrick families, and endorses the revised Sydenham Park Consultative Committee Terms of Reference shown at Attachment 3.

c. Notes the Minutes of Audit and Risk Committee Meeting No. 137 held on 24 November 2023, at Attachment 4 to this report.

d. Adopts the Risk Management Policy, at Attachment 5 to this report. Authorises the Chief Executive Officer to enter into a Funding Agreement with the State Government:

   i. for the amount of $1.67 million to construct and seal the western end of Old Geelong Road in Brooklyn and enter into any contracts necessary to discharge Council's obligations under the Funding Agreement.

   ii. for the amount of $2 million to implement road safety treatment projects as part of the Safe Local Roads and Street Program and enter into any contracts necessary to discharge Council's obligations under the Funding Agreement.

e. Notes the Kindergarten Registration and Enrolment Guideline as at Attachment 6.

f. Notes the update provided on the Regional Assessment Service as contained in Confidential Attachment 7.

Background

The monthly governance report is a standing report to Council, in accordance with best practice and good governance principles, and to ensure compliance with the requirements of the *Local Government Act 2020 (the Act),* Councillor Code of Conduct 2021 (Code), and Councillor Support (Major) Policy 2020.

Matters for Consideration

Exercise of Delegated Authority

Council delegates powers, duties and functions to the Chief Executive Officer in order to support efficient operation and delivery of Council services. The Chief Executive Officer has sub-delegated some authority to Directors (and other Council officers). Significant decisions made, or actions undertaken exercising delegated authority, are reported to Council as a transparency and accountability measure.

The Chief Executive Officer has been delegated authority by Council to award contracts up to $1,000,000 (inclusive of GST) through an Instrument of Delegation made on 18 October 2022 (S5 Instrument of Delegation to the Chief Executive Officer). The Chief Executive Officer has sub-delegated authority to Directors to award contracts up to $200,000 (inclusive of GST) through an Instrument of Delegation made on 12 December 2023 (S7 Instrument of Sub-Delegation by the Chief Executive Officer).

Contracts entered into, and works orders approved, in accordance with S7 Instrument of Sub-Delegation

Contracts entered into, and works orders approved, under delegation since reporting to the last Council Meeting are:

Contract No.	Description	Successful Tenderer	Contract Amount (inc GST)	Date Awarded
24/3414	Fire Equipment Maintenance Services	Wormald Australia	$450,000	18/12/2023
24/3420 MAV	Supply and Delivery of Two Compact Street Sweepers	Sweepers N Scrubbers	$529,126.60	15/12/2023

Records of Informal Meetings of Councillors

An Informal Meeting of Councillors includes meetings that are:

- Scheduled or planned for the purpose of discussing the business of Council or briefing Councillors,
- Attended by at least one member of Council staff, and
- Not Council meetings, Delegated Committee meetings or Community Asset Committee meetings.

Written records of Informal Meetings of Councillors are kept and include the names of all Councillors and Council officers attending, the matters considered, any conflict of interest disclosures made, and whether a Councillor who has disclosed a conflict of interest leaves the meeting.

These records, as soon as practicable, will be reported at a Council Meeting, and incorporated in the minutes of that Council Meeting.

Records of Informal Meetings of Councillors (Attachment 1) were received for the following meetings:

Date	Event
6 December 2023	Heritage Advisory Committee
11 December 2023	Disability Advisory Committee
11 December 2023	Sydenham Park Consultative Committee
13 December 2023	BATSICC
30 January 2024	Briefing
13 February 2024	Council Meeting Briefing
13 February 2024	Planning Forum

Delegate's and Representative's Reports

The participation on a range of local, specific issues, committees established by Council, peak body/sector associations, and local and regional forums, is an essential part of the representative role Council plays. Council nominates Councillors as delegates and representatives to these committees annually.

The role, as the Council delegate or Council representative on these committees, is to represent the position of Council, and report back to Council at a Council Meeting on the issues or progress of the committees, and any recommendations made by the committees.

Delegate's and Representative's Reports (Attachment 2) were received for the following meetings:

Date	Event	Councillor/s
6 December 2023	Heritage Advisory Committee	Cr Bruce Lancashire
11 December 2023	Disability Advisory Committee	Cr Victoria Borg and Cr Thomas O'Reilly
11 December 2023	Sydenham Park Consultative Committee	Cr Ranka Rasic and Cr Bruce Lancashire
13 December 2023	BATSICC	Cr Jae Papalia

Councillor Declarations of Representations by Members of Parliament

Councillors have a legitimate role in advocating on behalf of their communities. At times, this may include the receiving of representations by a Member of State or Federal Parliament, to Council or Councillors. Councillors will declare and record any representations made to a Councillor by a Member of Parliament or their staff representative.

Councillor Declaration of Representations by Members of Parliament was received for the following meetings.

Date	Councillor	Member of Parliament	Matter Discussed
29 January 2024	Cr Rasic	Dr Daniel Mulino	Melbourne Airport Rail Melbourne Airport Third Runway Calder Freeway Climate Emergency Addressing Unemployment Homelessness Community Facilities Rate Capping Federal Election Vietnamese Museum of Australia ALGA National General Assembly (July 2024) LeadWest advocacy update

Sydenham Park Consultative Committee

At the Council Meeting on 17 October 2023, Council resolved, among several matters, to endorse changes to the terms of reference for the Sydenham Park Consultative Committee (Committee), which included increasing the representation of Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation (WWCHAC) from one to two positions. This change was at the request of the Brimbank Aboriginal and Torres Strait Islander Consultative Committee.

The Committee's independent chair, Dr David Jones, has been liaising with the WWCHAC regarding their nominated representatives. The WWCHAC is made up of three family groups - Nevin, Wandin and Terrick. The WWCAC Board of Directors has indicated that they would like three positions on the Committee so that each family can be represented. This is a similar arrangement to Wurundjeri Woi-wurrung representation on the Birrarung Council and is considered best practise.

The Committee Terms of Reference have been revised to reflect this change and are shown at Attachment 3.

Audit and Risk Committee

Minutes of the Audit and Risk Committee (ARC) meeting held 24 November 2023, is presented to Council for noting at Attachment 4.

Risk Management Policy

The Risk Management Policy outlines Council's commitment to managing risks. It sets Councils risk management objectives. It also defines how responsibility for managing risks is distributed among Councillors, officers and committees of the organisation. The policy is enacted through the Risk Management Framework and various management system processes and procedures.

It is considered opportune to review the Risk Management Policy due to recent changes to Council's risk management operating environment. The changes include:

- alignment with the new organisational structure
- the establishment of the Strategic Risk and Internal Audit Group (SRIAG) to:
  - provide oversight and active management of major and emerging risks, issues, opportunities and Council's assurance environment
  - lead role in promoting, communicating and embedding a positive risk, innovation and opportunity culture across the organisation
  - have oversight of risk maturity program, audit management function, control and assurance management and uplifting organisational risk culture.

This Risk Management Policy is supported by the Risk Management Framework, which has also been subject to a simultaneous review. This aligned and coordinated approach strengthens Council's risk maturity and provides a level of transparency in Council's commitment and approach to risk. The Risk Management Policy is a central part of Council's governance framework for risk management, which also includes the:

- Risk Management Framework;
- Fraud and Corruption Framework;
- Audit and Risk Committee;
- Strategic Risk and Internal Audit Group; and
- Internal and External Audit Program.

The Audit and Risk Committee has endorsed the Risk Management Policy during the 24 November 2023. The policy is presented for adoption at Attachment 5.

Funding Agreements

1. Funding Agreement to construct and seal part of Old Geelong Road, Brooklyn

Council has recently been awarded $1.67m in grant funding from the State Government to construct and seal the western end of Old Geelong Road in Brooklyn to effectively remove the dust nuisance occurring from the existing section of unsealed road. The project is fully funded by the State Government.

A project proposal has now been agreed in principle between Council and the Department of Transport and Planning. Council's delegation to the CEO allows the CEO to enter into funding agreements in line with financial delegation thresholds. As the agreement exceeds the CEO delegation thresholds, this proposal is being put to Council to be formally endorsed.

The works are expected to commence towards the end of the current financial year (2023/24) and be completed in the following financial year (2024/25).

2. Funding Agreement for the Safe Local Roads and Street Program
Council has been given in-principal approval for $2m in funding from the State Government for the Safe Local Roads and Street Program. The program is a partnership between the TAC and the Department of Transport and Planning. Funding is being provided to Council to implement Council identified road safety treatments projects on local roads within the municipality.

Council's delegation to the CEO allows the CEO to enter into funding agreements in line with financial delegation thresholds. As the agreement exceeds the CEO delegation thresholds, this proposal is being put to Council to be formally endorsed. Upon endorsement, Council will complete the administrative process to formalise the funding agreement.

Kindergarten Central Registration and Enrolment Guideline

At the 18 July 2023 Council Meeting, Cr Virginia Tachos brought forward the following Notice of Motion that was carried:

> *That Council undertakes a review of the current Kindergarten Central Registration and Enrolment Policy prior to the 2025 kindergarten allocation process, to consider the inclusion of additional local criteria of family's proximity to preferred kindergarten.*

A review was undertaken that included:
- Benchmarking analysis with other LGAs, with a focus on those with similar demographic and geographic profiles to Brimbank;
- Data analysis of potential impacts of the inclusion/exclusion of local priority of access criteria on different demographics and suburb areas of the Brimbank community;
- Community consultation via a Your Say survey and targeted outreach activities.

The review resulted in the following proposed changes:
- Inclusion of Council and Central Registration and Enrolment Scheme (CRES) principles and obligations
- Introduce a 3km radius residential proximity as local Priority of Access criteria
- Introduce existing sibling attendance as a local Priority of Access criteria.

The key changes to the guidelines as at Attachment 6 include:

- Increased emphasis on the intent of the Central Registration and Enrolment Scheme, which is to promote equity, consistency and access
- Introduction of additional local criteria:
  - 3km radius residential proximity as local Priority of Access criteria
  - Existing sibling attendance as a local Priority of Access criteria
  - Four-Year-Old kindergarten if attended Three-Year-Old kindergarten (this was already being applied but not formalised in policy).

With the introduction of local criteria, it should be noted that these are secondary to the existing criteria for high priority children as defined by the Department of Education. Children experiencing vulnerability will be placed ahead of any other children, regardless of their previous attendance, sibling connections or proximity to the kindergarten.

To support transparency for families a procedure document has been developed, along with other promotional material, to support families to understand the kindergarten registration and enrolment process.

Regional Assessment Service

An update on the Regional Assessment Service is provided in Confidential Attachment 7.

Community Engagement

Not applicable.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• This report fulfils legislative governance obligations, to provide transparent and accountable reporting of governance activity.

There are no Community, Environmental, Financial or Safety risks identified.

Legislation / Council Plan / Policy Context

This report supports the Council Plan 2021-2025 strategic direction and objective of:

4. Leadership and Governance - A high performing organisation that enacts the vision and decisions of Council through the delivery of quality and innovative services - A fairer place for all
• High Performing and Accountable - Our workforce strive to enhance services and liveability for the Brimbank community.

This report complies with the *Local Government Act 2020, Local Government (Governance and Integrity) Regulations 2020*, Council Plan 2021-2025, S5 Instrument of Delegation to the Chief Executive Officer, S7 Instrument of Sub-Delegation by the Chief Executive Officer, Councillor Code of Conduct 2021 and Procurement Policy.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

Record of Informal Meeting of Councillors

Meeting details

Title:	Heritage Advisory Committee		
Date:	6 December 2023	Time:	5.30pm to 7.30pm
Location:	Brimbank Civic Centre and Zoom		
Councillors in attendance:	☐ Cr Victoria Borg ☐ Cr Sarah Branton ☐ Cr Thuy Dang ☐ Cr Sam David JP ☐ Cr Maria Kerr ☒ Cr Bruce Lancashire, Mayor ☐ Cr Jasmine Nguyen ☐ Cr Thomas O'Reilly ☐ Cr Jae Papalia ☐ Cr Ranka Rasic, Deputy Mayor ☐ Cr Virginia Tachos		
Council Officers in attendance:	Justin Burgess (Brimbank City Council, Acting Manager City Strategy) Kristen Gilbert (Brimbank City Council, Manager City Development Services) Michael Nigido (Brimbank City Council, Municipal Building Surveyor) Eunice Wong (Brimbank City Council, Strategic Planner)		
Other attendees:	Sunshine Historical Society Brimbank City Council Heritage Advisor Community Representative x2		
Name of Council Officer completing Record of Informal Meeting:	Justin Burgess (Brimbank City Council, Acting Manager City Strategy)		

Issues considered *(if no conflicts of interest were disclosed, enter "nil" in name column. Add and delete rows as required)*

No.	Brief description of issue/agenda item	Name of person(s) who disclosed a conflict of interest	Did the person(s) leave the meeting?
1.	Former Council Offices, Alexandra Avenue Sunshine update	Nil	N/A
2.	Brimbank Planning Scheme Amendment update C219 and C227	Nil	N/A
3.	General Business - Housing and Neighbourhood Character Strategy update	Nil	N/A

Forward completed *Record of Informal Meeting of Councillors* to Governance within 48 hours of the meeting for Reporting to Council.

Record of Informal Meeting of Councillors

Meeting details

Title:	Disability Advisory Committee		
Date:	11 December 2023	Time:	10:00am to 12:00pm
Location:	Brimbank Civic and Community Centre and Zoom		
Councillors in attendance:	☒ Cr Victoria Borg ☐ Cr Sarah Branton ☐ Cr Thuy Dang ☐ Cr Sam David JP ☐ Cr Maria Kerr ☐ Cr Bruce Lancashire, Mayor ☐ Cr Jasmine Nguyen ☒ Cr Thomas O'Reilly ☐ Cr Jae Papalia ☐ Cr Ranka Rasic, Deputy Mayor ☐ Cr Virginia Tachos		
Council Officers in attendance:	Raewyn Afu, Coordinator Strengthening Communities Lisa Frost, Strategic Partnerships and Planning Officer		
Other attendees:	Community representatives x 6		
Name of Council Officer completing Record of Informal Meeting:	Lisa Frost, Strategic Partnerships and Planning Officer		

Issues considered *(if no conflicts of interest were disclosed, enter "nil" in name column. Add and delete rows as required)*

No.	Brief description of issue/agenda item	Name of person(s) who disclosed a conflict of interest	Did the person(s) leave the meeting?
1.	Welcome and Acknowledgement of Country	Nil	

No.	Brief description of issue / agenda item	Name of person(s) who disclosed a conflict of interest	Did the person(s) leave the meeting?
2.	Introductions	Nil	
3.	Previous minutes	Nil	
4.	Update on actions from previous meeting	Nil	
5.	Disability Action Plan update	Nil	
6.	Presentation - Overview of Council budget and Annual Plan	Nil	
7.	Presentation - Brimbank demographic and census data 2021 update		
8.	Brimbank Disability Network Group update	Nil	
9.	Other Business • Update on Accessible Events Guide - Deferred until February 2024 meeting • Information shared on DRAFT Sunshine Energy Park Plan	Nil	
10.	Close of meeting	Nil	

Forward completed *Record of Informal Meeting of Councillors* to Governance within 48 hours of the meeting for Reporting to Council.

Record of Informal Meeting of Councillors

Meeting details

Title:	Sydenham Park Consultative Committee		
Date:	11 December 2023	Time:	2.00pm to 3.30pm
Location:	Brimbank Community and Civic Centre		
Councillors in attendance:	☐ Cr Victoria Borg ☐ Cr Sarah Branton ☐ Cr Thuy Dang ☐ Cr Sam David JP ☐ Cr Maria Kerr ☒ Cr Bruce Lancashire ☐ Cr Jasmine Nguyen ☐ Cr Thomas O'Reilly ☐ Cr Jae Papalia ☒ Cr Ranka Rasic, Mayor ☐ Cr Virginia Tachos		
Council Officers in attendance:	Leanne Deans , Acting Director City Futures Lynley Dumble, Director Community Wellbeing Bride Blake, Acting Manager Urban Design		
Other attendees:	Dr David Jones (chair), Gary Egan, Richard Carthew, Joan Ellis, Neil Hunichen, Jessica Gerger, Megan O'Shea		
Name of Council Officer completing Record of Informal Meeting:	Leanne Deans, Acting Director City Futures		

Issues considered *(if no conflicts of interest were disclosed, enter "nil" in name column. Add and delete rows as required)*

No.	Brief description of issue/agenda item	Did the person(s) leave the meeting?
1.	Acknowledgement of Country & Welcome	No
2.	Meeting Purpose & Outline	No
3.	Introductions	No
4.	Strategic Documents Overview	No
5.	Sydenham Park Re-naming process update	No
6.	Other matters including lines of communications, confidentiality & privacy and meeting schedule.	No

Forward completed *Record of Informal Meeting of Councillors* to Governance within 48 hours of the meeting for Reporting to Council.

Record of Informal Meeting of Councillors

Meeting details

Title:	Aboriginal and Torres Strait Islander Consultative Committee		
Date:	13 December 2023	Time:	5:45pm to 7:30pm
Location:	Cooinda Community Centre (43 Furlong Road, Sunshine North)		
Councillors in attendance:	☐ Cr Victoria Borg ☐ Cr Sarah Branton ☐ Cr Thuy Dang ☐ Cr Sam David JP ☐ Cr Maria Kerr ☐ Cr Bruce Lancashire, Mayor ☐ Cr Trung Luu ☐ Cr Jasmine Nguyen ☒ Cr Jae Papalia ☐ Cr Ranka Rasic, Deputy Mayor ☐ Cr Virginia Tachos		
Council Officers in attendance:	Lynley Dumble - Director Community Wellbeing Wambui Thirimu - Coordinator Connected Communities Kate Van Lierop - Community Engagement Lead Pam Giumarra - Library Unit Manager		
Other attendees:	Community Representatives (Six)		
Name of Council Officer completing Record of Informal Meeting:	Wambui Thirimu		

Issues considered *(if no conflicts of interest were disclosed, enter "nil" in name column. Add and delete rows as required*

No.	Brief description of issue / agenda item	Name of person(s) who disclosed a conflict of interest	Did the person(s) leave the meeting?
1.	Welcome and warm up	N/A	N/A
2.	Acknowledgment of Country	N/A	N/A
3.	Review minutes and actions from previous meeting	N/A	N/A
4.	Meet and Greet - Library department	N/A	N/A
5.	Jan 26 update	N/A	N/A
6.	Cooinda update	N/A	N/A
7.	Council reflection	N/A	N/A
8.	Yarn Up - Community perspective	N/A	N/A
9.	Meeting Close	N/A	N/A

Forward completed *Record of Informal Meeting of Councillors* to Governance within 48 hours of the meeting for Reporting to Council.

Record of Informal Meeting of Councillors

Meeting details

Title:	Briefing		
Date:	30 January 2024	Time:	6.00-7.50pm
Location:	Level 6, BCCC		
Councillors in attendance:	☒ Cr Victoria Borg ☐ Cr Sarah Branton ☒ Cr Thuy Dang ☒ Cr Sam David JP ☐ Cr Maria Kerr ☐ Cr Bruce Lancashire ☐ Cr Jasmine Nguyen ☐ Cr Thomas O'Reilly ☒ Cr Jae Papalia, Deputy Mayor ☒ Cr Ranka Rasic, Mayor ☐ Cr Virginia Tachos		
Council Officers in attendance:	Fiona Blair, Chief Executive Officer Ashley Fleming, Acting Director Community Wellbeing Georgie Hill, Director People, Partnerships and Performance Chris Leivers, Director Infrastructure and City Services Mark Stoermer, Director Corporate Services Kelvin Walsh, Director City Futures Rose Bruhn, Manager Community Learning and Participation Jes Camilleri, Reform Lead – Ageing and Inclusion Erin Clark, Manager Community Care Simone Kemp, Acting Manager Communications, Community Engagement and Change Michael Shiell, Arts and Culture Coordinator		
Name of Council Officer completing Record of Informal Meeting:	Georgie Hill, Director People, Partnerships and Performance		

Issues considered *(if no conflicts of interest were disclosed, enter "nil" in name column. Add and delete rows as required)*

No.	Brief description of issue / agenda item	Name of person(s) who disclosed a conflict of interest	Did the person(s) leave the meeting?	Note
1.	Draft Arts and Culture Strategy	Nil	Nil	
2.	Aged Care Reform	Nil	Nil	
3.	Sports Facility Hire, Licences and Leases Agreement Policy	Nil	Nil	
4.	New Website update and demonstration	Nil	Nil	

Record of Informal Meeting of Councillors

Meeting details

Title:	Council Meeting Briefing		
Date:	13 February 2024	Time:	6.10-7.36pm
Location:	Zoom		
Councillors in attendance:	☐ Cr Victoria Borg ☒ Cr Sarah Branton ☒ Cr Thuy Dang ☒ Cr Sam David JP ☐ Cr Maria Kerr ☐ Cr Bruce Lancashire ☒ Cr Jasmine Nguyen ☐ Cr Thomas O'Reilly ☒ Cr Jae Papalia, Deputy Mayor ☒ Cr Ranka Rasic, Mayor ☐ Cr Virginia Tachos		
Council Officers in attendance:	Fiona Blair, Chief Executive Officer Lynley Dumble, Director Community Wellbeing Georgie Hill, Director People, Partnerships and Performance Chris Leivers, Director Infrastructure and City Services Mark Stoermer, Director Corporate Services Kelvin Walsh, Director City Futures Paul Battaglia, Acting Senior Community Infrastructure Planning Officer Danny Bilaver, Manager Governance and Risk Bride Blake, Acting Manager Parks and Public Realm Andrew Brae, Finance Manager Liz Chapman, Urban Design Coordinator Ashley Fleming, Acting Manager Assets and Property Services Caitlin Lombard, Acting Manager Leisure and Community Facilities		
Name of Council Officer completing Record of Informal Meeting:	Georgie Hill, Director People, Partnerships and Performance		

Issues considered *(if no conflicts of interest were disclosed, enter "nil" in name column. Add and delete rows as required)*

No.	Brief description of issue / agenda item	Name of person(s) who disclosed a conflict of interest	Did the person(s) leave the meeting?	Note
1.	Planning Activity Update and Delegate Decisions including Planning Scheme Amendment Update	Nil	Nil	
2.	Planning Compliance Activity Update	Nil	Nil	
3.	Application to Amend Planning Permit P699/2017 for 322 Duke Street and 30A Riverview Link, Sunshine North	Nil	Nil	
4.	Integrated Water Management Strategy Review	Nil	Nil	
5.	Quarter 2 Finance Report 2023 / 2024	Nil	Nil	
6.	Governance Report	Nil	Nil	
7.	Appointment to Committees 2024	Nil	Nil	
8.	Council Plan 2021 - 2025 - Year Three Annual Action Plan and Organisational Strategy (2nd Quarter Progress Report)	Nil	Nil	
9.	Contract HRIS Systems 2 Year Extension	Nil	Nil	
10.	Draft Community Services and Infrastructure Major Policy	Nil	Nil	
11.	Extension to Contract 21/3049PA – 2306/0843 Library Collections Furniture Equipment and Associated Requirements (Year 4	Nil	Nil	
12.	Community Services and Infrastructure Plan Update and CSIP Policy	Nil	Nil	
13.	Alfrieda Street Public Realm Draft Master Plan (for approval to consult)	Nil	Nil	
14.	Keilor Golf Course Operational Update	Nil	Nil	

Record of Informal Meeting of Councillors

Meeting details

Title:	Planning Forum		
Date:	13 February 2024	Time:	8.01pm to 8.16 pm
Location:	Via Zoom		
Councillors in attendance:	☐ Cr Victoria Borg ☐ Cr Sarah Branton ☒ Cr Thuy Dang ☒ Cr Sam David JP ☐ Cr Maria Kerr ☐ Cr Bruce Lancashire ☒ Cr Jasmine Nguyen ☐ Cr Thomas O'Reilly ☒ Cr Jae Papalia, Deputy Mayor ☒ Cr Ranka Rasic, Mayor ☐ Cr Virginia Tachos		
Council Officers in attendance:	Kelvin Walsh - Director City Futures Kristen Gilbert - Manager City Development Services Tony Vo - Coordinator Council Business Robert Shatford - Coordinator City Planning Sukh Kaur - Senior Development Planner		
Other attendees:	Applicant for the planning application under consideration		
Name of Council Officer completing Record of Informal Meeting:	Kristen Gilbert		

Issues considered *(if no conflicts of interest were disclosed, enter "nil" in name column. Add and delete rows as required)*

No.	Brief description of issue / agenda item	Name of person(s) who disclosed a conflict of interest	Did the person(s) leave the meeting?
1.	Application to Amend Planning Permit P699/2017 for land previously known as 322 Duke Street, Sunshine North	Nil	

Forward completed *Record of Informal Meeting of Councillors* to Governance within 48 hours of the meeting for Reporting to Council.

Council Representative Report

Report details	
Representative:	Cr Bruce Lancashire
Committee name:	Heritage Advisory Committee
Meeting date:	6 December 2023
Report author:	Justin Burgess, Acting Manager City Strategy

Report

The meeting included updates and discussion on a range of matters including:

Former Council Office, Alexandra Avenue Sunshine

Kristen Gilbert, Manager City Development Services and Michael Nigido, Municipal Building Surveyor, provided an update on the condition of the former Council Office and steps being undertaken to secure the building.

Amendment update

Justin Burgess, Acting Manager City Strategy, provided an update on the progress of Amendment C219 (Heritage update) and Amendment C227 (Sunshine Silos).

General Business

The Housing and Neighbourhood Character Strategy were discussed including Albion and the links to HV McKay.

Recommendation

There were no matters to be presented to Council for consideration.

Next meeting:	6 March 2024 at 5:30pm (TBC)

Council Representative's Report

Report details	
Representative/s:	Cr Victoria Borg and Cr Thomas O'Reilly
Committee/Event:	Brimbank Disability Advisory Committee
Meeting date:	11 December 2023
Report author:	Lisa Frost - Strategic Partnership and Planning Officer

Report

The Brimbank Disability Advisory Committee (DAC) was held in person and via Zoom. The meeting included the following updates:

Disability Action Plan Actions

DAC members were provided with an overview of the following DAP actions:

- Council's website design, inclusive of DAC information and biographies is currently being developed and will be able to access on line over the next two weeks.
- Userway plugin applications have been installed on the Council's website for increased website accessibility.
- Sunshine Special School students are currently participating in a Parks and Gardens work experience placement program. There are seven participants.
- Delivered two International Day of People with Disability events were celebrated across Council. A collaboration with Brimbank Leisure and Communities Facilities and Strengthening Communities saw the "Let's All Move Day" held at the Brimbank Aquatic and Wellness Centre showcasing a variety of activities and entertainment for over 150 people who attended to try. The Keilor Basketball stadium also provided an all abilities sports day in collaboration with Variety Kids Australia.
- Wayfinding signage has now changed at the Brimbank Community & Civic Centre to reference the Adult Accessible Change Facility located on the ground floor. A special mention to DAC member, Sharlene Howard for her assistance and expertise with the changes made.
- The Brimbank Aquatic and Wellness Centre has created an Attendant Support Program position. A person with lived experience of disability has now been employed for this role.

Overview of Council's Annual Plan and Budget

The Manager of Customer Experience and Service Innovation provided an overview of the 2024/2025 Council Budget and annual Action Plan. They sought DAC feedback on priorities informed by the perspectives of people with lived experience of disability and service providers. Feedback provided by DAC members included:

Mental Health - The Council Plan needs to focus on priorities that are important to the community as there is a lot of stress around finances, housing and employment. These areas are a part of the mental health issues that are presenting. People coming through to access mental health services are also asking for financial support.

The Brimbank Local is providing services Monday – Friday from 8am – 6pm and people are able to walk in for support and services, no appointment required. Link provided for further information: https://www.cohealth.org.au/policy-submissions/service-model-for-adult-mental-health-centres/

The change in community behaviours shows the importance of offering training in Mental Health First Aid, Disability and Cultural Awareness for staff as well as training on how to effectively engage with non-verbal clients.

Employment & Education - There needs to be employment targets when recruiting people with disability. Students need to learn about the diverse range of positions available in local government - volunteering, apprenticeships and traineeship opportunities. How many people are currently employed at Council with disability? If low, how can we improve this data?

Local government needs to lead by example and showcase best practice. The Brimbank Learning Futures are showcasing skills required for career opportunities and focus on young people with disability looking for employment.

Explore educational options at earlier year levels within schools that identify pathways for year 7,9 and 10.

Parks and Gardens/ Improving Public Realm - Explore the need for fencing at Council's flagship parks, to support young people that run or bolt. Increase water facilities within parks or promote the parks that have these facilities more widely. Consider toilet access for communities that are can be provided by Council and not sporting clubs. Ensuring a

Support for Vulnerable People - Homelessness and housing stress will continue to be a priority for people living with disability, families and carers.

Council to explore delivering the Hidden Sunflower Scheme that encourages inclusivity, acceptance and understanding by using a Sunflower (lanyard or bracelet) that allows you to share that you have a hidden disability voluntarily. By wearing the Sunflower, you are letting everyone know that you might need extra help, understanding, patience or just more time.

To better understand Council's priority advocacy work, a link to the Council's Brimbank Advocacy Plan was provided - https://www.brimbank.vic.gov.au/advocacy-initiatives

Ultimately, ensuring Council gives voice to the voiceless. What are the opportunities at Council for people living with disability.

Presentation 2 - Demographic census data 2021 - Overview and update on Council's Brimbank Community profile:

Council's Social Research Officer provided an overview the Brimbank Community Profile, highlighting key results for Brimbank through the 2021 Census data. Information included:

- Key data from the 2021 Census has now been developed for use as an educational tool for planning and policy development.
- To complement this work, a snapshot of Brimbank's unemployment data was developed using information from the Jobs and Skills Australia website - INDICATOR SNAPSHOT - Unemployment - Updated October 2023
- In addition, the National Disability Insurance Scheme provides a data tool specifically around disability - https://data.ndis.gov.au/explore-data

Update on the Brimbank Disability Network Group (BDNG)

The December meeting provided information and updates on:

- The services and camps offered by the YMCA for young people living with disability. Noting that 55+ camps are delivered annually covering a wide age range and activities.
- The LGTBQIA+ Action Plan which was recently endorsed at the November 2023 Council meeting.
- Brimbank Youth Services L2P Drivers program and access for people living with disability.
- International Day of People with Disability 2023 celebrations.

Other Business

1. Draft Sunshine Energy Park Plan

   Discussions on the Draft Sunshine Energy Plan were shared and a request to see the focus on people with disability included in the development of skills, opportunities for apprenticeships and traineeships and to target particular groups for inclusion in the development.

Recommendations

There were no matters to be considered by Council.

Next meeting:	Details to be confirmed for 2024 meeting dates and times

Council Representative Report

Report details	
Representative:	Cr Ranka Rasic (Mayor) and Cr Bruce Lancashire
Committee name:	Sydenham Park Consultative Committee
Meeting date:	11 December 2023
Report author:	Leanne Deans, Acting Director City Futures

Report

The informal meeting was held to provide an opportunity for members to meet each other and included an introduction to the Yarning Circle in advance of Wurundjeri members joining the group; a brief outline of the strategic documents relevant to Sydenham Park; an update on the renaming process; and discussion about other matters including lines of communications, confidentiality and privacy and the 2024 meeting schedule.

Recommendation

There were no matters to be presented to Council for consideration.

Next meeting:	TBC

Council Representative's Report

Report details	
Representative/s:	Cr Jae Papalia.
Committee/Event:	Brimbank Aboriginal and Torres Strait Islander Consultative Committee
Meeting date:	13 December 2023
Report author:	Wambui Thirimu

Report

The Brimbank Aboriginal and Torres Strait Islander Consultative Committee included discussions and reports on the following matters:

1. Brimbank Libraries and opportunities to plan programs with Cooinda.
2. January 26 update and possibilities of hosting community events into the future.
3. Cooinda update.
4. Council update on the Aboriginal and Torres Strait Islander program outcomes.
5. Yarn up - community perspective.

Recommendations

There were no formal recommendations.

Next meeting:	20 March 2024 at 5:30pm to 7:30pm, Brimbank Aquatic and Wellness Centre or Cooinda

Sydenham Park Consultative Committee - Terms of Reference

20 February 2024

1. Purpose

The purpose of the Committee is to provide a direct engagement channel for Council to receive feedback from members during the implementation of the Sydenham Park Master Plan. This Committee is intended to act as a community engagement activity as part of a wider Community Engagement Plan in respect of the Sydenham Park Master Plan.

2. Objectives

The Committee's objectives are to:

a. Provide a forum for sharing ideas and discussions between members on a range of matters relating to the implementation of the Sydenham Park Master Plan.

b. Assist Council to advocate for appropriate investment and development of Sydenham Park in accordance with the Sydenham Park Master Plan and the resolutions of Council.

c. Complement a broader community and stakeholder engagement process where required under the Community Engagement Policy.

d. Facilitate discussions between key stakeholder groups on a range of matters impacting the Park.

3. Extent of Authority

a. The Committee is not a Delegated Committee in accordance with section 63 of the Local Government Act 2020 and acts only in an advisory capacity to Brimbank City Council.

b. The Committee does not exercise any power of Council and has no power to commit Council to any decision or action.

c. The Committee will provide advice, input and feedback to Brimbank City Council through officer reports to Council meetings.

d. The Committee is expected to promote the implementation of the Sydenham Park Masterplan endorsed by Council.

e. The Committee has no power to direct Council officers in their duties.

4. Membership and Appointments

a. The Sydenham Park Consultative Committee will comprise of:

- One (1) Independent Chair
- Two (2) Councillors
- Two (2) Council Directors and/or representatives.
- Eight (8) representatives from the community including:
- Three (3) Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation representatives from the Nevin, Wandin and Terrick families.
- One (1) representative from the Sydenham and District Historical Society
- One (1) representative from the Friends of Sydenham Park
- One (1) representative from the Golf Club of Keilor Inc
- Three (3) representatives from the Brimbank community, with an active interest in Sydenham Park.

b. Other invitees from other community or representatives of associations and other interested related to the park may be invited to present to the group or join discussions.

c. Council officers may be invited to attend to present if required.

5. Vacancies

a. A selection panel, as appointed by Council, will recommend membership to the Consultative Committee, and fill vacancies if they arise over term.

b. The selection panel may promote vacancies on the Consultative Committee through advertisement, notification and, or direct approach.

6. Committee Behaviours

a. The Committee will be guided by Council's values and behaviours:

i. We act with Integrity

ii. We find Better Ways

iii. We are Respectful

iv. We work Together.

b. All members must engage in behaviours that are respectful, tolerant, courteous and collaborative.

c. All members are required to refrain from bullying and harassment.

d. Committee members who are Councillors will comply with the Councillor Code of Conduct.

e. Committee members who are staff members of Brimbank City Council will comply with the current employee Code of Conduct while performing duties as committee members.

f. Members who are not Councillors or staff members are required to meet the standards of Committee behaviours in this section and are further required to keep all information that is provided as a consequence of their membership in the Committee confidential.

g. The Chair can remove members from a committee meeting or revoke membership of the committee if they deem any non-staff or non-Councillor member is engaging in behaviours that do not meet the required standards.

h. The Chief Executive Officer has the ability to remove any non-Councillor member from this committee where it is believed that a member is engaging in behaviours that create a risk to the health and safety of other members.

7. Conflicts of Interest

a. The Committee will recognise that members will have different obligations and methods of disclosure under the *Local Government Act 2020*.

b. Committee members must disclose any General or Material Conflicts of Interest prior to their appointment, and on an ongoing basis, in accordance with the *Local Government Act 2020*.

c. Committee members will disclose to the Committee at, or before, each meeting if they have disclosed any Conflict of Interest in accordance with their obligations under the *Local Government Act 2020* in relation to any matter to be discussed in the agenda at that meeting and identify the relevant item of the agenda for which the Conflict exists.

d. A Committee member who is not a relevant person under the *Local Government Act 2020* will disclose any potential or perceived conflict of interest to the Chair on appointment to the Committee and on an ongoing basis and identify the relevant item of the agenda for which the Conflict exists.

e. Committee members must be absent from discussions in relation to matters which they have disclosed a conflict of interest.

8. Procedures

a. The Committee will be led by an Independent Chair, whose role is to:

i. Ensure meetings are scheduled and committee members are notified

ii. Invite specialists to attend meetings as required

iii. Guide the meeting according to the agenda and time available

iv. Ensure all discussion items end with a decision, action or definite outcome

v. Review and approve the agenda and draft minutes before distribution.

9. Meetings

a. The Committee will meet quarterly for approximately two hours.

b. Meetings will be held during usual business hours, unless otherwise agreed to by the Committee.

c. The location of meetings will be determined by the Independent Chair in consultation with the Committee.

d. Council officers will provide administrative support to the Committee for the purpose of:

i. Convening meetings, i.e. booking meeting rooms and arranging invitations

ii. Preparation and distribution of agendas and minutes

iii. Minute taking.

10. Minutes and Agendas

a. Agendas will be distributed one week prior to the meeting.

b. Minutes will be distributed within one week of the meeting being held.

c. The Committee will be required to endorse the minutes as a true and accurate record at the commencement of the next meeting

11. Quorum

a. A quorum of six (6) members (excluding Council officers) is required.

12. Absences

a. Committee members must advise the Chair or Council officer if they are unable to attend a meeting.

b. If a Committee member is absent for three consecutive meetings without notice or justifiable reason, the Chair, in consultation with the Committee, will review, and may cancel, their membership.

13. Attendance by non-members

a. Meetings are not open to the public.

b. Non-members may attend at the invitation of the Chair.

14. Confidentiality

a. From time to time the Committee may discuss or be provided with material that must remain confidential. Such items and discussions will be identified at the time. All Committee members will be required to maintain confidentiality.

b. Members will be required to sign a Participation and Confidentiality Agreement.

c. The Chair of the Committee is the media spokesperson.

15. Committee Member Entitlements

a. Committee members are entitled to be remunerated for necessary out of pocket expenses incurred while performing duties as a committee members, with such reimbursements to be made in accordance with Brimbank City Council policy and guidelines.

b. Staff members are entitled to be remunerated for their time spent on Committee activities as per their current employment agreement.

c. Councillors are able to claim expenses in accordance with Brimbank's expense policy. Any expenses claimed by Councillors in their capacity as Committee members will be reviewed by Council's Audit and Risk Committee and reported publicly.

16. Review

a. The Terms of Reference will be reviewed every two years and adopted by Council.

Minutes

Title:	Audit and Risk Committee (Committee) Meeting No. 137		
Date:	24 November 2023	Time:	2:00PM – 4:00PM
Location:	BCCC L6 Function Room		
Chairperson:	Geoff Harry		
Attendees:	ARC: Cr David; Jen Johanson; Mick Jaensch Council Officers: • Chief Executive Officer, Fiona Blair • Director People, Partnership and Performance, Georgie Hill • Acting Director City Future, Leanne Deans • Director Infrastructure and City Services, Chris Leivers • Director Community Wellbeing, Lynley Dumble • Manager Governance and Risk, Danny Bilaver • Manager People, Culture and Wellbeing, Mark Brady • Coordinator Risk & Compliance Adnan Yacoub • Strategic Risk & Assurance Officer, Ryan Goldberg. Officers attending to present specific agenda items: • Chief Information Officer, Sendur Kathir • Manager Finance, Andrew Brae • Manager Asset & Property Services, Dominic Di Martino • Michelle Van Gerrevink, Manager Climate Emergency and Environment.		
Conflict of interest:	Declarations of conflicts of interest received from Geoff Harry, Jen Johansen and Mick Jaensch - Refer to item 2		
Guests:	Andrew Zavitsanos – Partner, Crowe		
Apologies:	Cr O'Reilly, Cr Lancashire, and Acting Director Corporate Services, Kelvin Walsh		
Minute taker:	Strategic Risk and Assurance Officer, Ryan Goldberg.		

Meeting items

No	Topic	Key discussion points	Future actions
1.	Attendance	The Chair made a statement of acknowledgement of country, and welcomed attendees, new attendees and noted apologies. The chair noted that it is good to see everyone in person.	NFA
2.	Conflicts of Interest	The Chair invited members to declare any matters of interest in any items in the agenda and any actual or perceived conflicts of interest arising from changes in private interests since the previous meeting. • Member Mick Jaensch reported that he has finished his short term role as interim Director of Corporate Services with Glen Eira Council. • Member Jen Johanson – completed term on University of Melbourne Audit & Risk Committee and was a member of Education Services Australia Finance Risk and Audit Committee - now chairing that Committee and joining their board as a Non-Exec Director. • The Chair Geoff Harry has joined the board at Agriculture Victoria Services and remains the ARC Chair. _____ The Chair provided some reflections on the Agenda Pack: • Generally reports are of good length and diligence however there could be better alignment of agenda items across the agenda pack. • Members would appreciate inclusion of officer analysis and insights for agenda items to assist them to understand trends and officer challenges going forward. • MAP for scope of tendering practice internal audit has been resolved out of session.	NFA Identify what has changed since the last meeting and provide adequate progress notes in the Actions Register. *Action Officers – Feb 2024*
3.	ARC Annual Work Plan	The Committee noted the ARC annual work plan. Chair enquired whether there have been any deferred items. The Committee noted reports with no deferred items	NFA

4.	Confirmed Minutes of Meeting No.136	The Chair noted minutes of meeting no.136 as confirmed. Minutes noted and accepted by the Committee.	Draft Minutes of Meeting No. 137 to be provided to the Chair for review and approval. A recommendation to present to Council at the next available Council Meeting – *That the Audit and Risk Committee recommends to Council to note the ARC Minutes of Meeting 137.* *(Strategic Risk Officer – Feb 2024)*
5.	Minutes Actions Status Report	The Committee discussed the below items: • Remove action 17 (pg. 17) reference to Council approval of Financial and Performance Statements. • Action 20 (pg. 18) - Climate change adaptation - to provide progress against timelines. It was suggested by the Committee that action 17 be removed and action 20 be updated to include milestones and progress. The Committee noted the report with above feedback.	Minutes actions of meeting no. 137 to be added to the Minutes Actions Status Report *(Strategic Risk Officer – Feb 2024)* Action 20: Climate Change Adaptation Internal Audit Report: Long term actions of recommendations to be broken down to milestones and reported through the Internal Audit Recommendations Status Report. *(Director City Future to provide update including timing – Feb 2024)*
6.	CEO Update	The Chief Executive Officer, Fiona Blair, provided a summary of key points detailed in the report. The Committee discussed: • Information Management (IM) Capability – External Review and Information Management Framework • Closed Green Gully Landfill – the Chair queried Council learnings from EPA comments. • Climate Emergency and Council target to next emission • Private Swimming Pool Safety Barrier Compliance and changes to legislation and any possibility of cost recovery through increased fees • Updated org structure, CEO made comments about changes in corporate services • Annual Planning and Budget Process • Operation Sandon/Planning Reform • Closed Sunshine Landfills Update. The Committee noted the report.	Investigate if additional fees could be charged to recover costs for swimming pool compliance. *(Director City Futures – Feb 2024)*

7.	Risk Management		
	7.1 Strategic Risk Management Update Report	Mark Brady presented the report and the discussion was centered around: • Strategic Risk and Internal Audit Group (SRIAG) overseeing and driving risk management and internal audit. • Members suggested reviewing the SRIAG TOR to highlight the connection to the ARC, and the possibility of tabling SRIAG minutes at ARC meetings and noted the role of SRIAG should be to review the scope of internal audits rather than approve • Policy and framework in agenda - taken as read • BCP – test scheduled for next week on the updated plan • Fraud and awareness program progress report to be presented at next ARC meeting including some significant improvements, new staff members, and draft fraud reporting and investigation procedure. This addresses 4-5 internal audit actions • Motor vehicle (at fault) - where does BCC sit compared to the sector • Motor vehicle claims annual report being prepared by insurer for 2022-23 at ARC. The Committee noted the report.	SRIAG Minutes to be attached to future risk management report in ARC agenda. SRIAG TOR to be amended to reflect that it has a reviewing rather than approving role in regard to the scopes of internal audits. Comparative at fault motor vehicle claims sector data to be provided at next ARC meeting. *(Risk and Compliance Coordinator – Feb 2024)*
	7.2 Significant Insurance Matters	Mark Brady presented the report.	Taken as Read
	7.3 ICT Strategy Update	Sendur Kathir presented the report and noted that: • ICT strategy update has been presented to Councillors • Progress is being made on information security and Council has recently appointed a new position • Current state analysis completed • Finance system outdated and options for replacement are being explored. The Committee noted the report.	NFA
	7.4 Cyber Security Program Progress report	Sendur Kathir presented the report and noted that phishing tests have been conducted internally and training is underway to increase knowledge and mitigate risk of phishing. The Committee noted the report.	NFA

7.5 IT Disaster Recovery Plan	Sendur Kathir presented the report. The Committee noted that the Disaster Recovery Plan is out of date. Member Jaensch queried regarding if points 1, 2, 3 are mutually exclusive and Sendur advised they will all be completed. The Chair acknowledged the baseline of report. Future strategic reporting to include: • Key infrastructure • Where IT is heading • What other IT risks are in place • Linking these to Council risks The Committee noted the report with feedback.	Future progress reports to include provided feedback. *(Chief Information Officer – May 2024)*
7.6 ICT Security Report	Sendur Kathir presented the report. The Committee discussed the report and noted that is useful to understand the strategic systems and where BCC is heading. The Committee discussed the importance of understanding the ICT risks and capturing these in the Strategic Risk for monitoring. It was suggested that the work that has occurred at Stonington could be provided for reference. The Committee noted the report.	NFA
7.7 Potential Contaminated Land Program Update	Leanne Deans presented the report. The Committee provided positive feedback on the quality of the report and noted that Council is at the forefront of knowledge in this area. The Committee asked for future reports to include information on what has changed since the last report to ARC. The Committee noted the report.	The Chair requested a paragraph on what has changed since previous report to ARC. *(Director City Futures-May 2024)*
7.8 Strategic Risk Register	Mark Brady presented the report and noted that RiskLogic had worked with Council to consolidate the Strategic Risk Register in alignment with the Council Plan strategic objectives. Mark indicated that this first phase has not included the review of controls and that this would be completed in early 2024. The Committee provided the following comments: • It was noted that the seven strategic risks identified were broader than other Councils and as such BCC will need to ensure that sufficient detail sits behind those risks so that nothing is lost and they are effectively managed by BCC. Suggestion made that BCC utilize the template Crowe has developed for this. • Suggestion to reframe Strategic Risks Proposed that BCC switches language around strategic risks to not confuse them with controls and look at external impacts. Operational risks to be considered.	ARC endorsed noting the feedback that was provided for the next phase. Provide update at the next meeting. *(Manager Governance and Risk– Feb 2024)* Move 7.1 and 7.8 together to improve the flow of paper for the next meeting. *(Strategic Risk & Assurance Office – Feb 2024)*

		• Important to adequately capture emerging risks that may not rate as a strategic risk. It was noted that financial sustainability and land contamination are BCCs biggest emerging risks. • Suggestion to include a broad summary of each Strategic Risk including inherent and residual risk informed by the connection to risk appetite and tolerance. ARC would like to better understand how assessments are moving since last meeting. • Suggestion to consider reviewing risk appetite with Councillors. The Committee noted the report with feedback.	
8.	Internal Controls		
	8.1 Quarterly Financial Report	Andrew Brae presented the report. The Committee noted continuing concerns in relation to the treatment of Federal Assistance Grants. Committee noted the report.	Andrew Brae to discuss with Mick Jaensch offline regarding suggestions for improvement. *(Manager Finance– Feb 2024)*
	8.2 Annual Performance Report - 2022-2023 Capital Works Program	Dominic Di Martino presented the report. The Committee noted that not many Councils do this type of reporting and that it is highly valued. The Committee commented that the focus on improvements are paying dividends. The Committee noted the report.	NFA
9.	Internal Audit		
	9.1 BCC IA Progress Report	Report taken as read.	NFA
	9.2 Curious Eyes Report	Report taken as read.	NFA
	9.3 Internal Audit Recommendations Status Report	Mark Brady presented the report. The Committee queried the completed ICT actions and requested that they are followed up. Management advised ICT recommendations have been incorporated within the ICT reports presented to ARC, mainly the ICT Disaster Recovery Plan updates provided at agenda item 7.5. The Chair queried contaminated lands actions being pushed back from September to December. It was suggested that the scope of SRIAG could include reviewing closed audit items to ensure that they have been dealt with satisfactorily and considering the deferral of actions. The Committee noted the report.	SRAIG to confirm a process of close out audit actions, and manage deferred timelines. ***(Manager Governance and Risk- Feb 2024)***

	9.4 Contract Management Internal Audit Report	Andrew Zavitsanos from Crowe presented report. The Chair raised concerns in relation to the outdated contract management manual, actions being achieved within the timeframes and the effectiveness of training. The Chair requested an update at the next meeting. The Committee noted the report.	Brief update from the Director at the next meeting on how actions will be rolled out to the organisation and how actions are being delivered. *(Director Corporate Services - Feb 2024)*
	9.5 Depot Operations Internal Audit Report	Andrew Zavitsanos presented the report. It was noted that there is an opportunity for improvement in consistency across the functions at the Depot and that the culture is supportive of finding improvement opportunities. The Management comments and timeframes were accepted by Crowe. The Committee noted the report.	NFA
	9.6 Internal Audit Contract Service Review (Circulated separately)	Mark Brady presented the report. It was noted that Council is satisfied with the KPIs and performance standards of the Internal Auditors. Council acknowledged the value of the internal audit reports. It was noted that there have been changes in the oversight of the internal audit function due to restructure which has been challenging. The Committee discussed the opportunity to improve the link with SRAIG. The Committee noted the report and supported the recommendations.	SRIAG to invite Andrew Zavitsanos (Crowe) to meetings or provide outcomes/agendas. ***(Manager Governance and Risk – Feb 2024)***
10.	ARC Performance		
	10.1 ARC Annual Self-Assessment Survey 2023	The Chair presented the report and noted concern around Councillor participation in ARC and highlighted the opportunity to increase Councillor awareness around the purpose and value of ARC. It was suggested that additional questions could be included in next year's survey about the Committee's meeting environment and whether how enabled members and officers feel about sharing information at Committee meetings. The Committee noted the report.	NFA

11.	Legislative Governance 11.1 Significant Legal Matters and Legislative Governance Report	Mark Brady presented the report. The Committee discussed the increasing FOI requests submitted by Ratepayer groups and requested further analysis on the number of FOIs (number received, completed and outstanding. The Committee noted that progress in updating governance policies and requested marked up versions for easy of tracking changes for future policy reviews.	Chair requested marked up version of any policies and frameworks to be provided to ARC. Provide more information on FOI requests as per provided feedback. *(Manager Governance and Risk– Feb 2024)*
12.	Other Business		
	12.1 Audit and Risk Committee Meeting Schedule 2025	Adnan Yacoub presented the meeting schedule. The Committee requested that the ARC meeting on Friday 30 August 2024 be moved to Thursday 29 August 2024 and the ARC meeting on Friday 5 September 2025 to be moved to Thursday 4 September 2025. The Committee requested a 2 and a half hour runtime for August and September meetings. The Committee noted the schedule with amendments	Amend schedule and send invitations as requested. *(Coordinator Risk and Compliance– Feb 2024)*
	12.2 Documents for Review	Report taken as read. Risk Management Policy and Framework were endorsed.	Risk Management Policy and Framework be tabled at the next Council meeting for adoption and noting respectively. *Strategic Risk and Assurance Officer– Feb 2024)*
	The Chair closed the meeting at 3:59pm		
Next meeting:	Friday 23 February 2024 – BCCC L6 Function Room		

Risk Management Policy

Policy Owner	Governance & Risk	Record no.	23/317714
Approved by:	SRIAG	Approval date:	9/11/2023
Endorsed by:	Audit and Risk Committee	Date endorsed:	24/11/2023
Adopted by:	Council	Adoption date:	20/2/2024
Version	G		
Next review date:	October 2025		
Prepared by	Strategic Risk and Assurance Officer		
Related document/s	Risk Management Framework		

Risk Management Policy

1. Purpose

Brimbank City Council's Risk Management Policy (Policy) describes Council's commitment to managing risk. It enables the integration of risk management into the organisations core business activities and decision making processes, and enables top management and oversight bodies to ensure the allocation of appropriate resources for managing risk. The Policy explains how responsibility for managing risk is distributed between officers and committees of the organisation, and other personnel engaged to conduct Council business.

The Policy is enacted through the Risk Management Framework (RMF) that articulates how the intent of the Policy commitment is communicated and implemented throughout the organisation.

Council acknowledges the moral, financial and legal responsibility for effectively managing risks and opportunities in all areas of operations. The purpose of the Policy is to ensure the efficient and ethical use of resources and services used by rate-payers, residents, staff and visitors.

The Policy applies to councillors, council staff, volunteers, contractors and service providers engaged to conduct authorised Council business.

2. Policy Statement

Council is committed to managing risk to maximise opportunities and minimise adverse outcomes in all activities.

The objectives of the Policy are to:

- effectively manage risks to minimise adverse outcomes and maximise opportunities
- promote a culture of risk awareness throughout the organisation
- protect and enhance Council's assets, services and reputation
- continue to strengthen Council's controls and performance
- contribute to more efficient use/allocation of resources within the organisation
- reinforce that risk management is to be implemented consistently throughout the organisation.

The Policy is consistent with AS *ISO 31000:2018 Risk Management – Guidelines (Australian Standard)*.

3. Risk Management Principles

All levels of Council shall commit to incorporating the following principles from the Australian Standard to create value and protection.

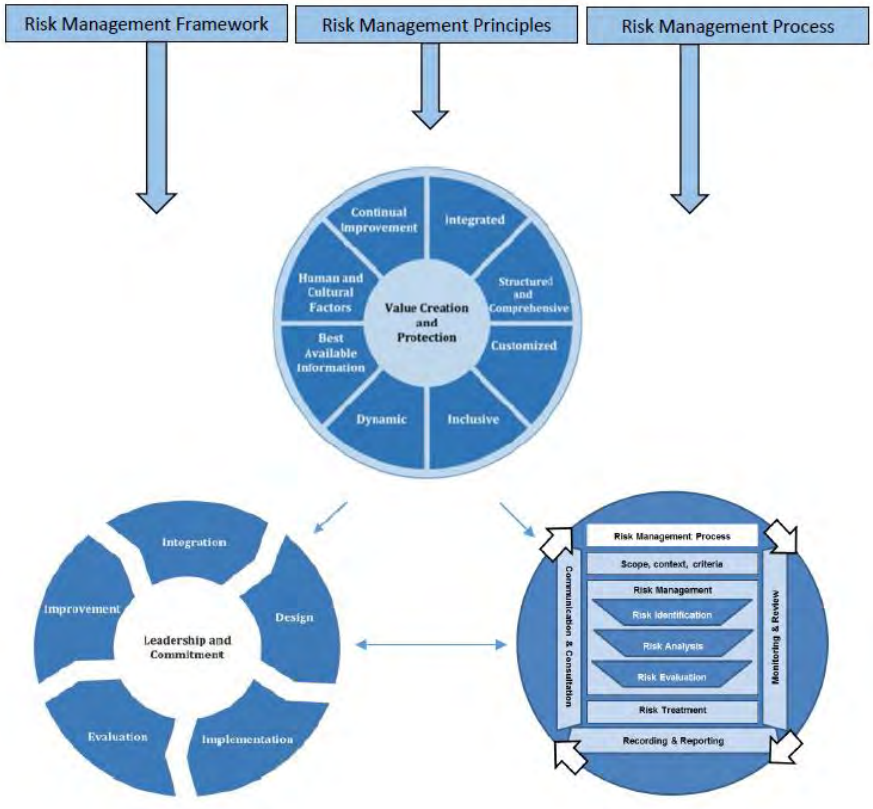
Risk management at Council will:

- Be an integral part of all organisational processes
- Aid in making informed decisions and identify effective actions
- Contribute to efficient, consistent and comparable results
- Align with the internal and external context related to Council objectives

- Be a timely and inclusive process for all relevant stakeholders
- Anticipate, detect, acknowledge and respond to changes resulting in new and emerging risks
- Be based on historical and current information, and on future expectation
- Recognise behaviour and culture that influences achievement of objectives
- Continually improve through learning and experience

4. Risk Management Framework

- Council will maintain a RMF to articulate how the intent of the Policy commitment is to be communicated and implemented throughout the organisation.
- The RMF will detail Council's approach to risk management and provide a consistent methodology to identify, assess, prioritise and manage risk.
- Council requires all employees to work within the RMF and consistently comply with the risk management process and risk reporting requirements as detailed in the RMF document.
- The RMF will be
    - o approved by the Strategic Risk & Internal Audit Group (SRIAG) as delegated by the Executive Leadership Team,
    - o endorsed by the Audit and Risk Committee,
    - o noted by Council, and
    - o reviewed at least every two years.
- The RMF will be aligned to the Australian Standard on risk management.



Source ISO 31000:2018

5. Risk Profile

Council's risk profile considers matters emanating from within Council activities, and those external matters that influence Council activities.

The Risk & Compliance Team coordinates strategic and operational risk profiling activities every two years. Projects outside of this undertake risk assessments on an as-needs basis.

5.1 Strategic risk management

- Council will maintain a strategic risk register including key risks in the external and internal operating environment that could materially impact the delivery of the Council Plan.
- A summary of strategic risks, controls and improvement actions will at a minimum:
    - be considered annually by the Audit and Risk Committee as part of development of the Strategic Internal Audit Plan
    - be considered by the Strategic Risk & Internal Audit Group and the Audit and Risk Committee on a quarterly basis.
- Any material changes in strategic risk will be reported to the Strategic Risk & Internal Audit Group and Audit and Risk Committee as soon as practicable.

5.2 Operational risk management

- Council will maintain an operational risk register including key risks faced by each department in the internal operating environment.
- Managers are accountable for the management of operational risks within their respective departments.

5.3 Emerging risk management

- Consideration of emerging risks will be discussed and identified during strategic and operational risk profiling activities every two years at a minimum.
- Any material emerging risk identified will be reported to the Strategic Risk & Internal Audit Group and Audit and Risk Committee.

5.4 Project level risk management

- Project level risks will be identified during the planning process but will also be added during a project's lifecycle if required.
- Recording and reporting of project level risks rests with the identified project owner/s.
- The status of high priority projects will be reported to the Audit and Risk Committee as often as requested or required.

6. Risk Appetite

The Vision for Brimbank City Council is 'Brimbank - a vibrant, harmonious and welcoming, a great place to live, work and grow'. The Council Plan identifies a series of goals and strategic objectives that describe what Council is aiming for in order to achieve the Vision for Brimbank.

The risk appetite of Brimbank City Council is driven by its vision and business strategies, and is consistent with Council Plan objectives and stakeholder expectations.

Risk appetite represents the type and degree of risk that Council is willing to pursue, retain or take to achieve its business objectives, while maintaining financial viability. Nine key categories of risk have been identified based on Council's risk profile, and areas that pose the greatest potential impediment on achieving Council Plan objectives. Risk appetite has been determined for each of those categories to guide Council and management on how to approach the treatment of risk that is most significant to Council's operating environment.

If the risk appetite threshold is breached, risk management controls and actions are required to bring the exposure level back within the accepted range.

7. Roles, responsibilities and accountabilities

In order for Council's risk management practices to be effective, all Council employees, Councillors and contractors must comply with the risk management principles in their day to day activities, and are responsible for managing risks in their areas.

The Australian Standard emphasises the role of 'Top Management' (Chief Executive Officer, Strategic Risk & Internal Audit Group and the brimbank Leadership Team) and that they are accountable for managing risk, while 'Oversight Bodies' (Council and Audit and Risk Committee) are accountable for overseeing risk management.

Roles, responsibilities and accountabilities for risk management

Personnel	Accountabilities and responsibilities
Council	• Reviews and adopts the Policy and applies risk management principles to the decision making process
Chief Executive Officer	• Promotes a strong risk management culture • Ensures a policy and RMF is in operation • Ensures adequate organisational structure and resourcing for risk management.
Strategic Risk and Internal Audit Group	• Maturity of the Risk Management Program • Monitor audits and internal control framework • Promote organisational risk culture and accountability • Approves, commits to, and promotes the Policy and RMF • Monitors Council's overall risk profile and mitigation strategies • Ensures risk management is embedded into all critical functions and activities • Empowers staff to actively participate in managing risk and to encourage a proactive risk culture • Reviews strategic risks quarterly prior to each Audit and Risk Committee meeting or as otherwise may be provided as part of other reporting

Personnel	Accountabilities and responsibilities
Audit and Risk Committee	• Monitors implementation of effective risk and opportunity management controls and the effectiveness of the RMF through regular reviews and reporting • Regularly reviews the strategic risk register and oversees that extreme and high level risks are being managed in accordance with the RMF
Internal Audit	• Periodically audits Council's risk management practices and provides recommendations for improvement.
Executive leadership Team	• Oversight and annual review of SRIAG operations and effectiveness.
Strategic Risk and Assurance Officer	• Provides guidance and assistance to staff in relation to the application of the RMF and reporting within the Strategic Risk Register • Ensures relevant risk information is reported and escalated to the Strategic Risk & Internal Audit Group and Audit and Risk Committee or cascaded to staff, as relevant • Maintains the Risk Management Policy and RMF
Coordinator Risk and Compliance	• Provides guidance and assistance to staff in relation to the application of the RMF and reporting within the Operational Risk Register • Provides support and advice to Managers and staff in the application and use of the RMF as required.
Occupational Health and Safety Coordinator	• Provides guidance and assistance to staff in relation to the identification, assessment and control of hazards and risks • Monitors OHS performance and ensures relevant OHS information is reported and escalated to relevant Directorates.
Managers and Coordinators	• Commits to, and promotes the Policy and RMF, ensuring risk management is embedded into all critical functions and activities • Ensures ongoing and regular reviews of the risk registers including the actioning of any overdue risk treatments • Empowers staff to actively be involved in managing risk, and promotes a proactive risk culture
All staff, volunteers and contractors	• Understands the risk management processes that are integrated into all Council activities • Identifies, evaluates, reports and manages risks in daily activities and projects.

Full detail of roles, responsibilities and accountabilities for risk management at Council are specified in the RMF, Audit and Risk Committee Charter, and individual position descriptions.

8. Risk Performance Measures

Measuring performance is a key monitoring activity to assess how effective Council's risk management is at supporting strategic objectives. Council's risk management performance indicators include:

- the number of internal audits completed per annum,
- the number of internal audit findings accepted by management
- the timeliness of remediating internal audit findings
- progress against, and deviation from, the risk management plan or treatment plans
- the reduction in the number of extreme and high risks in the risk registers
- review the effectiveness of the RMF.

Measures of the effectiveness of risk controls and treatments are defined, agreed and formalised with risk and control owners. Indicators and measures of risks are in place for Occupational Health and Safety risks and are developed for specific risks as required.

9. Monitoring and reporting

Council has establishment ongoing monitoring and reporting processes to ensure that:

- Treatment plans are meeting milestones and are effective
- Risk levels remain relevant
- Controls continue to operate effectively
- New emerging risks are recorded
- Risk information is up to date

The monitoring components are essential to sound governance and are applied systematically to strategic, operational and project level risk.

The following table illustrates Council's risk reporting requirements:

Activity / Report	Frequency	Accountability
Audit and Risk Committee strategic risk report: • Strategic Risk Report • Strategic Risk Register	Quarterly	Audit and Risk Committee Strategic Risk & Internal Audit Group Manager, Governance and Risk Strategic Risk & Assurance Officer Risk owners
SRIAG strategic risk reporting: • Strategic Risk Report • Strategic Risk Register	Quarterly	Strategic Risk & Internal Audit Group Manager, Governance and Risk Risk owners Coordinator Risk & Compliance Strategic Risk & Assurance Officer
Update the status of risk ratings, mitigations and add new risks	Ongoing, as needs	Brimbank Leadership Team Risk owners Coordinator Risk & Compliance Strategic Risk & Assurance Officer
Review of: Risk Management Policy Risk Management Framework	Biennially	Council (policy) Audit and Risk Committee Strategic Risk & Internal Audit Group Manager, Governance and Risk Coordinator Risk & Compliance Strategic Risk & Assurance Officer
Review Strategic Risk Register Review Operational Risk Register	Biennially	Strategic Risk & Internal Audit Group Brimbank Leadership Team Manager, Governance and Risk Strategic Risk & Assurance Officer Coordinator Risk & Compliance Risk owners
Staff awareness training	Biennially or as otherwise required	Manager, Governance and Risk Strategic Risk & Assurance Officer Coordinator Risk & Compliance Organisational Development Coordinator

10. Continual improvement

- Every two years Council conducts a Risk Awareness Program (Program). The Program involves a comprehensive review of the Policy, RMF and strategic and operational risk registers, and a risk awareness training component for all Council staff to improve transparency and increase Council's risk management culture.

- Outcomes of the Program are reported to the Strategic Risk & Internal Audit Group and the Audit and Risk Committee.

- Improvements made to the Policy and RMF are presented to Council for adoption considering any recommendations of the Audit and Risk Committee.

11. Definitions and key terms used in this Policy

Control:	Measurable activity that is intended to modify the level of risk
Risk:	Effect of uncertainty on objectives. Risk is measured in terms of the likelihood of an event occurring and the consequence (impact) if it does
Risk appetite:	The type and amount of risk Council is prepared to pursue, retain or take to achieve its objectives
Risk management:	Coordinated activities (culture, processes, and systems) to direct and control an organisation with regard to risk
Risk Management Framework:	Set of components that provide the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation
Risk management process:	Systematic process of identifying, analysing, evaluating, treating, monitoring and reviewing a risk

Schedule of amendments

Revision #	Adoption Date	Reason for Amendment
A	20/9/2011	Annual review/New format
B	16/10/2012	Biennial Review
C	8/9/2015	Review
D	19/6/2018	Biennial review – minor changes
E	May 2020	Review
F	15 June 2021	Review
G	October 2023	Biennial review – roles realigned with new structure, and schedule of amendments table added

Local Government Act 2020 Compliance Statement

Section 9(1) of the *Local Government Act 2020* (Act) requires Council to give effect to the overarching governance principles, in the performance of its role. Section 9(2) of the Act specifies the governance principles as follows:

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

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

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

d) The municipal community is to be engaged in strategic planning and strategic decision making (Engage the community in strategic planning and decision making);

e) Innovation and continuous improvement is to be pursued (Strive for innovation and continuous improvement);

f) Collaboration with other Councils and Governments and statutory bodies is to be sought (Collaborate with all other levels of government and government agencies);

g) The ongoing financial viability of the Council is to be ensured (Secure the ongoing financial viability of Council);

h) Regional, state and national plans and policies are to be taken into to account in strategic planning and decision making (Strategic planning and decision making must take into account plans and policies in operation at all levels);

i) The transparency of Council decisions, actions and information is to be ensured (Council decisions, actions and information must be transparent).

Risk Management Policy

In reviewing the Risk Management Policy, Council has considered and given effect to the overarching governance principles, as summarised below:

	Governance Principle	Considerations
(a)	Compliance with the law	There is no legal requirement to implement a Policy. However the effect of the Policy promotes compliance with relevant obligations and seeks to ensure effective monitoring of compliance with relevant laws.
(b)	Achieve best outcomes for the community	The Policy enables risks and opportunities to be identified and managed appropriately to ensure strategic objectives are met and best outcomes for the community are achieved.
(c)	Promote the sustainability of the municipality	Economic, social and environmental sustainability was considered in developing the Policy that provides risk registers are to be implemented for ongoing monitoring of risks including mitigation and planning for climate change.
(d)	Engage the community in strategic planning and decision making	Not applicable for the Policy.
(e)	Strive for innovation and continuous improvement	Council will review the Policy on a no less than biennial basis, and pursue innovation and continuous improvement during every review.
(f)	Collaborate with all other levels of government and government agencies	Not applicable for the Policy.
(g)	Secure the ongoing financial viability of Council	The Policy: • is designed to create and protect value by targeting effort and resources to areas of highest priority; • supports Council's commitment to its financial responsibility for effectively managing risks and opportunities in all areas of operations; • supports the protection of Council assets and finances; • promotes efficient and ethical use of resources and services.
(h)	Strategic planning and decision making must take into account plans and policies in operation at all levels	Not applicable for the Policy.
(i)	Council decisions, actions and information must be transparent	Not applicable for the Policy.

Kindergarten Central Registration and Enrolment Guideline

2024

Council respectfully acknowledges and recognises Wurundjeri and Bunurong peoples as the Traditional Custodians of this land and pays respect to their Elders past, present and future.

Council acknowledges the legal responsibility to comply with the Charter of Human Rights and Responsibilities Act 2006 and the Equal Opportunity Act 2010. The Charter of Human Rights and Responsibilities Act 2006 is designed to protect the fundamental rights and freedoms of citizens.

The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.

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1 GUIDELINE PURPOSE

The purpose of this guideline document is to increase access to sessional kindergartens in Brimbank, particularly for vulnerable and at-risk children, through a transparent, consistent, equitable and accessible registration service.

Brimbank Council administers a Central Registration and Enrolment Scheme (CRES) for participating sessional kindergartens within the municipality. The CRES provides a single point for families to apply for a funded sessional kindergarten place in Brimbank. This service is co-funded by the Victorian Government and Brimbank City Council.

The Victorian Government is reforming early childhood education to provide children with best start in life. The reforms have included providing all Victorian children access to two years of quality kindergarten before they start primary school and increasing kindergarten hours for three and four year old kindergarten.

As a result of these changes, Brimbank has seen an increase in demand for sessional kindergarten places. At some kindergartens, demand for places is higher than the number of places available. The principles in this guideline and the priority of access criteria guides the approach that is taken in these instances.

2 GUIDELINE SCOPE

2.1 This guideline covers

This guideline describes the approach to kindergarten registration and allocation for sessional Kindergartens that is administered by Brimbank City Council through the funded Central Registration and Enrolment Scheme.

2.2 This guideline applies to

This guideline applies to the Kindergarten Registration function within the Early Years team at Brimbank City Council.

It guides the work processes of the team that administers the Central Registration and Enrolment Scheme.

2.3 This guideline does not cover

This guideline does not:

- Cover the enrolment process with the kindergarten service provider.

  The registration process allocates children to a kindergarten. When families accept their offer through CRES they are contacted by the kindergarten service provider to complete the process of enrolling their child into that service for funded kindergarten.

- Provide specific information with regard to the service delivery of individual kindergarten service providers.

- Apply to funded kindergarten places for services that are not registered with

Brimbank City Council as part of the CRES. This includes integrated kindergarten available in long day care/childcare centres.

- Manage the number of available kindergarten places within the municipality.

3 DEFINITIONS

For the purposes of this guideline, Council adopts the following definitions:

Term	Definition
CRES	Central Registration and Enrolment Scheme (CRES) is a Victorian Government funded service that provides a single point for families to apply for multiple sessional kindergarten services within a local government area. In Brimbank, all sessional/stand-alone kindergartens participate in this program. In Brimbank registration for integrated kindergarten programs is not included in the CRES.
Sessional Kindergarten	Sessional kindergarten is offered on set days and times.
Integrated Kindergarten	Integrated kindergarten is a kindergarten program delivered within a long day care service and sometimes called long day care kindergarten.
Early Start Kindergarten	Early Start Kindergarten is a Victorian State Government initiative providing free or low cost kindergarten to eligible three year old children, delivered by a qualified teacher in a four year old program. To be eligible for Early Start Kindergarten, a child must be three years of age or older by 30 April in the year they will be attending kindergarten, and: • From a refugee or asylum seeker background, or • Identify as Aboriginal and/or Torres Strait Islander, or • Your family has had contact with child protection
Registration	Registration is the initial step where parents or guardians formally express their intention to enrol their child in a kindergarten program. It involves providing basic information.
Offer	Facilitated by Council. Using the priority of access criteria, an offer of a place at a one of the sessional kindergartens that is part of the CRES is made to the parent/ guardian of a child. The offer can be accepted or declined. All accepted offers are then forwarded to the enrolment officer at each kindergarten to finalise enrolment.
Enrolment	Enrolment is the subsequent step in which parents or guardians complete the necessary paperwork to secure a spot in the kindergarten program
Three and Four-Year-Old Kindergarten	An early childhood educational program delivered by a qualified early childhood teacher to children in the two years before they start school. In Victoria, a "funded kindergarten program" follows guidelines in the Kindergarten Funding Guide aligning with the Victorian Early Years Learning and Development Framework Three-Year-Old kindergarten is for children who are three years of age or older by 30 April in the year they will be attending kindergarten. Four-Year-Old Kindergarten is for children four years of age or older by 30 April in the year they will be attending kindergarten.

4 STATEMENT OF PRINCIPLES

4.1 Equitable

This guideline supports equitable access to kindergarten for Brimbank children and families. This is in line with Brimbank City Council's Social Justice Charter. Council services require an equitable approach at a structural, community and individual level and in some cases allows for preferential, additional or targeted treatment to ensure everyone receives fair and balanced access to services, facilities and opportunities.

4.2 Consistent and Transparent

The guideline provides a consistency for the kindergarten registration process. It is consistent with relevant practice standards and funding requirements. Having a public facing document provides transparency to families who are registering for kindergarten.

4.3 Accessible

The CRES aims to improve access to kindergarten for children and families in Brimbank through provision of a centralised registration and allocation service that is free of charge. The service includes proactive engagement, promotion and support to enable equitable access and participation.

5 SPECIFIC REQUIREMENTS

5.1 **Council's Role**

The role of Council is to oversee registrations and placements of kindergarten programs in Brimbank participating in the CRES, by coordinating:

- Kindergarten registrations and placement offers for participating centres across Brimbank.
- The placement of children into sessional kindergarten programs, including registration support and placement.
- Registrations and support for enrolments of children eligible for Early Start Kindergarten

Council will provide a transparent, equitable, fair and accessible registration service for funded sessional kindergarten programs by:

- Offering parents/guardians the opportunity to nominate their top three preferred centres and using this, where possible, to allocate families to a preferred kindergarten.
- Provide a system of fair allocation of kindergarten places through applying the Victorian "Priority of Access" criteria to enrolment applications, ensuring that children experiencing vulnerability or disadvantage have priority access to kindergarten
- Providing regular, timely registration updates to participating sessional kindergarten programs.
- Collating and analysing registration data on current and projected demand for early year's services, to inform evaluation and future planning, including early years infrastructure planning and investment.

5.2 Eligibility

In accordance with State Government funding agreements, the following children are eligible to attend kindergarten:

- Children who are three years of age or older by 30 April in the year they are eligible to attend three year old Kindergarten.
- Children who are four years of age or older by 30 April in the year they are eligible to attend four year old Kindergarten.
- Families of children born between January and April can decide whether to enrol their children in the year they turn three, or the following year. These decisions will be up to the individual families, and factors that might be considered include the individual child's developmental and learning levels, family circumstances and potential school starting ages.

Children are eligible to attend kindergarten in accordance with the Victorian Government funding criteria. This includes access to Early Start Kindergarten (ESK) for:

- Aboriginal and/ or Torres Strait Islander children, and children who have had contact with Child Protection or been referred to The Orange Door (previously ChildFIRST)
- Brimbank CRES allocation priorities are aligned with those detailed in the Victorian Government Kindergarten Guide and the DE Priority of Access Guidelines as stated in this guideline.

5.3 Priority of Access Criteria

The Victorian Department of Education's priority of access criteria must be applied to all funded kindergarten places. Anyone meeting priority 1 criteria will be prioritised.

Priority of Access Criteria can be found below:

Priority	Description	Criteria
1	High Priority Children	Defined by the Victorian State Government Department of Education (DE) as • Children at risk of abuse or neglect, including in Out-of Home Care • Aboriginal and/or Torres Strait Islander children • Asylum seeker and refugee children • Children with additional needs, defined as children who: o require additional assistance in order to fully participate in the kindergarten program o require a combination of services which are individually planned o have an identified specific developmental delay • Children eligible for the Kindergarten Fee Subsidy o a child or parent holds a Commonwealth Health Care

Priority	Description	Criteria
		o Card, Pensioner Concession Card, Veteran's Affairs Card o multiple birth children of triplets or quadruplets To support fair and equitable access to kindergarten, children of City of Brimbank residents will also be considered for priority of access should they have the following risk factors of vulnerability: o A parent or child has a life threatening or debilitating illness or disease o A parent who has a disability, diagnosed mental illness or drug and/or alcohol dependency o Court orders that limit choices for Kindergarten o Risk of family violence o Risk of homelessness
2	Four-Year-Old kindergarten if attended Three-Year-Old	Children who have attended a Three Year Old program will get priority into a Four Year Old program at the same kindergarten.
3	Siblings	Siblings attending kindergarten in the same year
4	Residents of Brimbank Local proximity	Children and their parents/guardians who live in Brimbank within 3km of their 1st preference
5	Residents of Brimbank	Children and their parents/guardians who live in Brimbank
6	Non-Residents of Brimbank	No formal connection with Brimbank

6 REGISTRATION AND ALLOCATION PROCESS

6.1 Expression of Interest (EOI)

Families can register their interest by completing an EOI at any time from birth until the year before starting kindergarten.

By completing an EOI a child and family's details are entered into Council's registration system and will be contacted when registrations open for the year their child is to attend kindergarten.

6.2 Registration

Registrations open in February, for the following kindergarten year and continue until kindergarten commences.

Child registration for both three and four-year-old kindergarten can be accessed and completed on the Brimbank City Council website anytime throughout the year. To complete the registration form, families and/or guardians need to provide information

about themselves and their child.

Council supports 'High Priority' registrations as defined by the Department of Education's Kindergarten Funding Guide. These registrants are defined as 'Priority 1' in the Brimbank Kindergarten Registration Priority of Access Criteria.

Maternal and Child Health nurses and Supported Playgroup Facilitators will encourage and support families to complete registrations.

6.3 Kindergarten preferences

Parents/guardians may nominate up to three kindergartens of their choice at the time of registration in order of preference. Families can nominate any of the participating sessional kindergartens in the municipality.

A change of kindergarten preference must be lodged with Council.

6.4 Offer Allocation process

The CRES registration service will allocate offers of kindergarten places in an accessible and equitable manner, based on:

- The defined Priority of Access Criteria as per the Brimbank Central Registration and Enrolment Guideline.
- Children who attend a 3 Year Old program will be given priority to attend a 4 Year Old Program at the same kindergarten, if places are available.
- If there is a higher demand than places available after the priority of access has been applied, a randomised computer generated allocation system.
- On-going allocation and re-allocation of any places becoming available due to registration cancellations and/or changes during the annual placement offers period.
- Offers are allocated from June each year for 4 year old programs and from July for 3 year old programs, via email before the nominated kindergarten year.

Council will notify families of their allocation via letter.

6.5 Waiting Lists

If places are not available at a family's preferred listed kindergartens, parents/guardians may accept a place at another kindergarten and still remain on the waiting list for the preferred kindergarten. Parents/ guardians who choose to wait for their preferred kindergarten and not take up alternative offers will remain on the waiting list.

Children on waiting lists will be allocated places once vacancies arise in accordance with parent/guardian nominated preferences. Places are allocated in line with the Priority of Access followed by randomised computer generated allocation. Note that children who have been on the waiting list longer are not given preference over families who have been on the waiting list for a shorter period of time.

6.6 Acceptance of place

Following the offer of a place by Council, the parent/guardian must notify their acceptance to Council by the date listed on the letter.

Where no response to an offer of placement is received within the specified timeframe of two weeks, a courtesy SMS and/or telephone call will be made prior to the child's place being cancelled.

Families who do not notify by the date advised or are uncontactable within the specified timeframe will forfeit their place.

1

6.7 Enrolment in preferred kindergarten

Once families have accepted an offer, they will be contacted by the kindergarten provider to complete the kindergarten enrolment process.

Requirements

The Brimbank Kindergarten Registration procedure complies with the requirements set out by the Victorian State Government Department of Education (DE).

Access to Kindergarten data will be restricted to the Kindergarten Registration Officers, and other relevant Council Officers, in accordance with Council's Information Privacy Policy. Sharing of information will only occur with the consent of the enrolling parent or if required by law.

7 ROLES AND RESPONSIBILITIES

6.1 Manager Community Care

Manager Community Care is responsible for:

- Ownership of the guideline
- Timely review of the guideline
- Informing ELT and Council of changes of significance
- Ensuring the guideline is adhered to
- Managing escalations or complaints from families

6.3 Coordinator Early Years Programs, Planning and Partnerships

Coordinator Early Years Programs, Planning and Partnerships is responsible for:

- Supporting Kindergarten Registration staff to adhere to processes to adhere to this guideline
- Directing resources within the Unit to support the implementation of the guideline

8 GUIDELINE OWNERSHIP

Responsible Director: Director Community Wellbeing

Responsible Officer: Manager Community Care

Directorate: Community Wellbeing

Unit: Early Years

9 APPROVAL

Approved by: Director Community Wellbeing

Date: 30 January 2024

10 RELATED POLICIES & LEGISLATION

NAME	LOCATION
Brimbank Social Justice Charter 2018	https://www.brimbank.vic.gov.au/plans-policies-and-strategies/policies/social-justice-charter
Brimbank Kindergarten Service and Infrastructure Plan	Kindergarten facilities and capital funding | vic.gov.au (www.vic.gov.au)
Charter of Human Rights and Responsibilities Act 2006	www.legislation.vic.gov.au
Child Wellbeing and Safety Act 2005	www.legislation.vic.gov.au
Children, Youth and Families Act 2005	www.legislation.vic.gov.au
Child Safe Standards	www.legislation.vic.gov.au
Disability Discrimination Act 1992 (Commonwealth)	www.comlaw.gov.au
Victorian Gender Equality Act 2020	www.legislation.vic.gov.au
Human Rights and Equal Opportunity Commission Act 1986 (Commonwealth)	www.comlaw.gov.au
Kindergarten Funding Guide 2016	https://www.education.vic.gov.au/
Health Records Act 2001	www.legislation.vic.gov.au
Victorian Kindergarten policy, procedures and funding criteria.	http://www.education.vic.gov.au

Brimbank City Council

Telephone 9249 4000
Email info@brimbank.vic.gov.au
Post PO Box 70, Sunshine, VIC 3020

Hearing or speech impaired?

- TTY dial 133 677
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12.7	Appointment to Committees 2024
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Danny Bilaver
Attachment(s)	Nil

Purpose

For Council to consider appointments to Committees.

Officer Recommendation

That Council:

a. Appoints until Council resolves otherwise:

i. Councillor _____ as Councillor delegate, and Councillor _____ as proxy, to the LeadWest Joint Delegated Committee.

ii. Councillors _____ and _____ as representatives, and Councillors _____ and _____ as substitute to the Audit and Risk Committee.

iii. Councillor _____ as Chair, and Councillors _____ and _____ as representatives, to the Brimbank Arts Advisory Committee.

iv. Councillor _____ as co-Chair, and Councillors _____ and _____ as representatives, to the Brimbank Disability Advisory Committee.

v. Councillor _____ as co-Chair, and Councillor _____ as representative, to the Brimbank Youth Council.

vi. Councillor _____ as Chair, to the Brooklyn Industrial Precinct Strategy Committee.

vii. Councillors Ranka Rasic, _____, _____, _____, _____, and _____ as representatives, to the Chief Executive Officer Employment Matters Committee.

viii. Councillor _____ as Chair, to the Heritage Advisory Committee.

ix. Councillor _____ as Chair, and Councillor _____ as representative, to the Social Justice Coalition – Strategic Implementation Group.

x. Councillor _____ as representative, to the Sunshine Town Centre Partnership Group.

xi. Councillor_____ and Councillor _____ to the Sydenham Park Consultative Committee.

xii. Councillor _____ as delegate and Councillor _____ as substitute to the Brimbank Community Fund Advisory Committee.

xiii. Councillor _____, Councillor _____ and Councillor _____ as delegates to the Brooklyn Community Representative Group.

xiv. Councillor _____ as delegate, and Councillor _____ as substitute, to the Calder Highway Improvement Committee.

xv. Councillors _____ as representative to the Local Government Working Group on Gambling.

xvi. Councillors _____ as delegate to the Melbourne Regional Landfill Community Reference Group.

xvii. Councillor _____ as delegate to the Metropolitan Transport Forum.

xviii. Councillor _____ as delegate, and Councillor _____ as substitute delegate to the Municipal Association of Victoria (MAV).

xix. Councillor _____ as delegate to the Western Melbourne Tourism Committee.

b. Notes that in accordance with their respective Terms of Reference, Council appointed Councillor representatives to the following Committees for a two year term in February 2023:

i. Brimbank Aboriginal and Torres Strait Islander Reconciliation Action Plan Consultative Committee;

ii. Safety and Wellbeing Partnership; and

iii. St Albans Town Centre Partnership Group.

Background

Committees

Council has established LeadWest Joint Delegated Committee with four other western metropolitan councils and appointed Council delegates to this committee. Council has also established a range of internal advisory committees to which it appoints Council representatives. Council is also invited to participate on external committees convened by other organisations and bodies, to which it appoints Council delegates.

The role of the Council representative or delegate is defined in the Terms of Reference for each committee, and is, broadly, to represent the issues facing, and position of Council.

Matters for Consideration

Committee Appointments

Council generally reviews appointments of Council delegates and representatives to committees on an annual basis, at the February Council Meeting.

Chief Executive Officer Employment Matters Committee
Under the Chief Executive Officer Employment Matters Committee Terms of Reference, the Mayor is a compulsory appointment. Accordingly, it is recommended Council appoints the Mayor, Councillor Ranka Rasic, to the Committee.

Community Engagement

Not applicable.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• This report fulfils legislative governance obligations, to provide transparent and accountable reporting of governance activity.

There are no Community, Environmental, Financial or Safety risks identified.

Legislation/Council Plan/Policy Context

This report supports the Council Plan 2021-2025 strategic direction and objective of:

4. Leadership and Governance - A high performing organisation that enacts the vision and decisions of Council through the delivery of quality and innovative services - A fairer place for all
• High Performing and Accountable - Our workforce strive to enhance services and liveability for the Brimbank community.

This report complies with the *Local Government Act 2020, Local Government (Governance and Integrity) Regulations 2020*, Council Plan 2021-2025, S5 Instrument of Delegation to the Chief Executive Officer, S7 Instrument of Sub-Delegation by the Chief Executive Officer, Councillor Code of Conduct 2021 and Procurement Policy.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

Section 129 of the *Local Government Act 2020* provides that a conflict of interest does not arise in relation to a decision by a Councillor on a matter or in a circumstance that is prescribed to be exempt by the Local Government (Governance and Integrity) Regulations 2020. Regulation 7(1) prescribes the following are exempt matters:

- the nomination or appointment by the Council of a Councillor to a position for which the Councillor will not be remunerated;
- the nomination or appointment by the Council of a Councillor to a position in the Municipal Association of Victoria or in another body that has the purpose of representing the interests of Councils.

12.8	Local Government Reforms 2024 Consultation Paper
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Danny Bilaver
Attachment(s)	1. Brimbank Council Submission on Local Government Reform 2024 Consultation Paper [12.8.1 - 4 pages] 2. Local Government Reforms 2024 Consultation Paper [12.8.2 - 15 pages]

Purpose

For Council to consider and endorse its feedback submission (Attachment 1) on the Local Government Reforms 2024 Consultation Paper (Attachment 2) prepared by Local Government Victoria.

Officer Recommendation

That Council endorses its feedback submission (Attachment 1) on the Local Government Reforms 2024 Consultation Paper (Attachment 2) and submits it to Local Government Victoria.

Background

On November 17, 2023, the Victorian Government announced plans for legislative reforms in 2024 to enhance governance and integrity in the local government sector before the 2024 council general elections.

Following the enactment of the *Local Government Act 2020* (Act), Victorian Councils have undergone significant reform, with a high compliance rate reported in adopting required policies. Continued sector engagement is crucial for embedding the new principles-based Act and promoting ongoing improvement.

Efforts for continuous improvement involve addressing governance issues highlighted by integrity body reports and government initiatives.

Since October 2020, the Minister for Local Government has appointed Municipal Monitors to ten Councils, with the dismissal of Moira Shire council in 2023 following a Commission of Inquiry. Strathbogie Shire Council was suspended in December 2023. Most recently Municipal Monitors were appointed to Moonee Valley City Council for a period of 6 months.

Moreover, interventions by bodies like the Independent Broad-based Anti-Corruption Commission (IBAC), the Local Government Inspectorate (LGI), and government projects such as the Local Government Culture Project underscore governance challenges and suggest opportunities for enhancing leadership, capability, and conduct within Councils. These issues, if not tackled, risk eroding public trust, hampering decision-making, and obstructing essential service delivery to local communities.

Matters for Consideration

Analysis

The Consultation Paper provides an overview of the reforms, which is presented in three key areas:

Part 1: Reforms to Strengthen Council Leadership, Capability, and Councillor Conduct:

- Proposes mandatory ongoing training for councillors and mayors to enhance their understanding and leadership capabilities.
- Suggests a uniform Model Councillor Code of Conduct, replacing individual council codes, to ensure consistent standards of behaviour.

Part 2: Early Intervention and Dispute Resolution:

- Proposes limiting VCAT's jurisdiction concerning councillor conduct panel decisions to streamline dispute resolution.
- Recommends councils not indemnify councillors for legal costs related to internal arbitration and councillor conduct panel processes.
- Expands the scope of sanctions that may be imposed by an arbiter on a finding of misconduct.

Part 3: Oversight Mechanisms:

- Proposes empowering the Minister to suspend or disqualify councillors based on advice based on serious misconduct findings.
- Clarifies the application of privileges and statutory secrecy to Municipal Monitors and Commissions of Inquiry.
- Proposes giving the Chief Municipal Inspector the power to issue infringements for certain electoral and personal interests related offences.

Implementation

Following this initial invitation to provide feedback, Local Government Victoria will undertake a separate consultation process with the local government sector to inform the development of regulations that will give effect to reforms outlined in this Consultation Paper. Local Government Victoria will release details on this consultation process to the sector, including instructions on how the sector can participate, in due course.

Community Engagement

Local Government Victoria invites feedback and comments from Councils and peak bodies on the proposed reforms by 29 February 2024.

To facilitate this, the Municipal Association of Victoria (MAV), the Victorian Local Governance Association (VLGA) and the Local Government Professionals Inc (LGPro) will actively seek feedback and comments and submit this to Local Government Victoria by the closing date.

Individual, sensitive, and confidential submissions can be sent directly to LGV.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• The Local Government Reforms 2024 Consultation Paper marks the outset of legislative reforms aimed at bolstering governance and integrity within the local government sector.

There are no Community, Environmental, Financial or Safety risks identified.

Legislation / Council Plan / Policy Context

This report supports the Council Plan 2021-2025 strategic direction and objective of:

4. Leadership and Governance - A high performing organisation that enacts the vision and decisions of Council through the delivery of quality and innovative services - A fairer place for all
• High Performing and Accountable - Our workforce strive to enhance services and liveability for the Brimbank community.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

ATTACHMENT
FEEDBACK FORM

Part 1: Reforms to strengthen council leadership, capability and councillor conduct.

Reform proposal	**Support / Not Support**	**Comments** (Please limit responses for each proposal to 500 words)
1. Mandatory ongoing training for councillors and mayors	Support	It is considered that this reform will aid in ensuring that Councillors possess a comprehensive and up-to-date understanding of their roles, responsibilities, and the legal and ethical frameworks within which they operate. Continuous education and development is crucial in a rapidly evolving policy and legislative environment, allowing Councillors effectively respond to new challenges, governance standards, and community expectations. Many Councils already engage in continuous training throughout the Council term. However, as this training is not mandatory, not all Councillors actively participate for varying reasons. It is hoped that making continuous training and education mandatory, that it will enhance the overall quality of local governance, ensuring that Councillors are not only compliant with current regulations but are also effective leaders. Additional training for Mayors, Deputy Mayors and Acting Mayors is also seen as a positive step as these roles play a critical role in building a cohesive Councillor group, effectively managing Council meetings and managing conflicts.

ATTACHMENT
FEEDBACK FORM

Part 1: Reforms to strengthen council leadership, capability and councillor conduct.

Reform proposal	**Support / Not Support**	**Comments** (Please limit responses for each proposal to 500 words)
2. Enable model Councillor Code of Conduct and other governance matters to be prescribed in regulations	Support	A standardised code of conduct across all Councils is supported as this will ensure consistency in behavioural expectations for all Councillors across the State. A standardised code will also ensure a consistent approach in dealing with conduct issues. It would serve as a clear guide for Councillors on how to conduct themselves in their official duties and potentially will increase public trust and confidence in local government. Implementing a unified code of conduct also facilitates easier understanding and enforcement of behavioural standards, contributing to a more effective local governance system. Allowing flexibility for Councils to adopt behavioural standards that may not be included in the model code via others means such as Council policy is also supported.

ATTACHMENT
FEEDBACK FORM

Part 2: Early intervention and dispute resolution

Reform proposal	Support / Not Support	Comments (Please limit responses for each proposal to 500 words)
1. Limit the Victorian Civil and Administrative Tribunal's (VCAT) jurisdiction with respect to councillor conduct panel decisions.	Support	This reform is supported as it is considered that redirecting certain appeals to the Supreme Court will streamline the dispute resolution process, reducing the burden on VCAT and allowing for more specialized legal scrutiny of Council related matters rather than allowing for what is essentially a re-run of the CCP process via VCAT. This will expedite the resolution of disputes, benefiting Councils and Councillors by limiting time and resources taken up by the dispute resolution process.
2. Councils must not indemnify councillors in relation to the internal arbitration process and the councillor conduct panel process.	Support	This reform to prevent Councils from covering legal costs for Councillors involved in misconduct proceedings is supported as this measure underscores the principle of personal accountability, safeguarding the financial interests of the community. This deterrent against misconduct reinforces the integrity of Council operations and ensures that public funds are used responsibly. It is considered that this reform promotes responsible governance by ensuring that elected officials are directly accountable for their actions, both legally and financially. This reform is consistent with the approach already adopted by most Councils.
3. Broaden the scope of sanctions that may be imposed by an arbiter.	Support	This reform is supported as expanding the disciplinary measures available for addressing Councillor misconduct by introducing a wider range of penalties and allowing for more tailored and proportionate responses to various levels of infractions provides a more nuanced toolkit for arbiters. There is potential that this will add an additional level of deterrence for misconduct while ensuring that sanctions are fair and reflective of the severity of the violation. This flexibility is crucial for maintaining standards of conduct and ensuring that penalties effectively deter future misconduct.

ATTACHMENT
FEEDBACK FORM

Part 3: Oversight Mechanisms

Reform proposal	Support / Not Support	**Comments** (Please limit responses for each proposal to 500 words)
1. Suspending or disqualifying individual councillors	Support	The reform to allow the Minister to take decisive action against individual Councillors for serious breaches of standards of conduct that contribute to the governance failures of a Council is supported. This would serve as a strong deterrent against misconduct and reinforces the accountability of Councillors to their constituents and the legal framework governing their actions. It also reassures the public that there is a robust framework in place to address misconduct, thereby enhancing trust in local government. It is supported that the proposed reforms do not seek to override the current system in place but only serves to add a further tool to enable Municipal Monitors and Commission of Inquiries to, via the Minister, robustly deal with Councillor issues at an individual level.
2. Clarify the application of privileges and statutory secrecy to Municipal Monitors and Commissions of Inquiry	Support	This reform is supported on the basis that it will enhance the effectiveness of investigations into Council practices by allowing a Municipal Monitor or Commission of Inquiry access to pertinent information that will ensure more accurate decision making on matters. This enables these entities to conduct thorough investigations without undue interference, ensuring they can access necessary information whilst also maintaining legal professional privilege. Strengthening the ability to obtain information encourages transparency and accountability, as it ensures oversight bodies can operate effectively to uncover and address misconduct or inefficiency within local governments.
3. Give the Chief Municipal Inspector the power to issue infringements for certain offences.	Support	This reform is supported as it is considered that by granting infringement powers to the CMI, it would enable a more immediate and proportionate response to minor offences. This will improve compliance and governance by allowing for immediate, less severe penalties action against smaller infractions, facilitating quicker resolution and enhancing overall Council integrity. This reform is also supported as it enables the CMI to address issues proactively and prevent escalation.

VICTORIA State Government | Government Services

Local Government Reforms 2024 Consultation Paper

January 2024

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Introduction and overview

Introduction

On 17 November 2023, the Victorian Government announced its intention to introduce legislative reforms in 2024 to support improved governance and integrity across the local government sector ahead of the 2024 council general elections.

This Consultation Paper provides an overview of the proposed reforms organised around three key reform areas:

- Reforms to strengthen council leadership, capability and councillor conduct.
- Reforms to improve early intervention and effective dispute resolution.
- Reforms to strengthen oversight mechanisms.

Background

Victorian councils have been through a significant period of reform with the development and enactment of the *Local Government Act 2020* (LG Act).

The Local Government Inspectorate's (LGI) 2023 report 'Checking compliance: A review of council policies' found that councils had a very high rate of compliance with adopting the new and updated policies required under the Act. To build on this progress, ongoing sector engagement is needed to embed the new principles-based Act and support continuous improvement.

Continuous improvement includes addressing the findings of integrity body reports and other government initiatives which have provided consistent evidence in highlighting governance issues across the sector.

Since the start of the current council term in October 2020, the Minister for Local Government (Minister) has appointed Municipal Monitors to nine councils to monitor their governance processes and practices. In October 2022 a Commission of Inquiry into Moira Shire council was appointed by the Minister resulting in the dismissal of the Moira Shire council in 2023. And in December 2023, Strathbogie Shire Council was suspended.

Additionally, the Independent Broad-based Anti-Corruption Commission (IBAC), the LGI and other government initiatives such as the Local Government Culture Project have highlighted areas for improvement in relation to council governance.

These interventions and reports highlight some of the underlying governance and integrity challenges faced by the sector. It also emphasises the opportunities for supporting council leadership, capability and conduct. They have also provided a strong body of evidence to suggest that if left unaddressed, these issues can undermine public trust in the sector, hinder effective decision-making, and impede the delivery of essential services to local communities.

Key reports and recommendations that have informed the reforms
Independent Broad-based Anti-Corruption Commission, Operation Sandon Special Report 2023
Local Government Culture Project Insights Report 2022
Local Government Inspectorate, Checking compliance: a review of council policies 2023
Local Government Inspectorate, Personal interests returns: Encouraging disclosure and increasing transparency 2021
Local Government Inspectorate, Social media fuels rise in complaints during 2020 council elections 2021
Commission of Inquiry into Moira Shire Council Report 2023
Municipal Monitor Reports (Various)

Consultation

This consultation is for the local government sector to provide comment and feedback on the proposed reforms, specifically:

1. Whether the individual proposed reforms are supported or not supported; and
2. Any operational matters that should be taken into consideration in finalising the reforms, including to ensure that the proposed legislative changes can be implemented effectively by councils.

Local Government Victoria (LGV) invites feedback and comments from councils and peak bodies on the proposed reforms by **29 February 2024**.

To facilitate this, the Municipal Association of Victoria (MAV), the Victorian Local Governance Association (VLGA) and the Local Government Professionals Inc (LGPro) will actively seek feedback and comments and submit this to LGV by the closing date.

The peak bodies will coordinate feedback from Mayors and elected representatives, CEOs, and council staff. Noting the tight timeframes, the peak bodies will determine the most appropriate engagement strategies.

Individual, sensitive, and confidential submissions can be sent directly to LGV via email at lgv@ecodev.vic.gov.au.

Enclosed with this Consultation Paper is a **Feedback Form** to assist the peak bodies with this process (Attached).

Please note that all reforms in this paper are proposals only and may be subject to change.

Scope

LGV is inviting comments in relation to the proposed legislative reforms outlined in this Consultation Paper.

Following this initial invitation to provide feedback, LGV will undertake a separate consultation process with the local government sector to inform the development of regulations that will give effect to reforms outlined in this Consultation Paper. LGV will release details on this consultation process to the sector, including how the sector can participate, in due course.

Part 1: Reforms to strengthen council leadership, capability and councillor conduct

Overview

These reforms recognise the need to enhance the capability and leadership of elected representatives. This will be achieved through ongoing mandated training programs and professional development for mayors and councillors that will build upon the existing induction training requirements for councillors.

These reforms also seek to support improved councillor conduct by introducing a mandatory uniform councillor code of conduct. A uniform councillor code of conduct will ensure consistent standards of behaviour at all Victorian councils and promote early and effective intervention.

1. Mandatory ongoing training for councillors and mayors

Background

The 2022 Local Government Culture Project (the Project) was designed to understand the factors influencing culture and conduct within local government and to identify opportunities and initiatives to improve culture and conduct.

Following a public engagement process, the Project produced an Insights Report, reflecting the feedback received from the sector and other key stakeholders. The report identifies key issues that influence council culture and councillor conduct.

One of the key issues identified is that candidate training, councillor induction training and ongoing training help in understanding councillor and mayoral roles and responsibilities. They can also assist in clarifying how the local government sector operates.

Strengthening councillor capability in relation to governance, leadership, and integrity via mandatory training is also reflected in IBAC's Operation Sandon Special Report (Recommendation 18, 20 and 28).

The LG Act mandates local government candidate training to educate and prepare candidates for the strategic focus of the councillor role. This helps to minimise unrealistic expectations and confusion regarding the responsibilities of councillors. Once elected, the councillor induction training is mandatory and must be completed by all councillors within the first six months of taking the oath or affirmation of office. This training is also critical for newly elected councillors to receive the necessary guidance on the importance of building effective relationships and leadership capabilities.

Any additional or ongoing training throughout the course of the council term, and its frequency, is currently at the discretion of the council.

Proposal

To establish and enhance councillors' understanding of their role and their leadership capabilities, they may be required to complete regular (annual) training throughout their term. Councillors are required to perform their role and make decisions as soon as they take office. As such, six months is too long without them having undertaken this training. Councillors will instead be required to complete induction training within three months of commencing their role.

Mandatory training for mayors, deputy mayors and acting mayors may also be introduced for the first month of their term. The training will focus on developing effective leadership skills, understanding their roles and responsibilities, meeting procedures, and ways to manage conflicts that address root causes and prevent escalation. If an acting mayor is appointed for a period of less than one month, they must complete the training within that period of appointment.

The provisions providing for mandatory training for councillors and mayors will largely be modelled on the existing councillor induction training provisions in the LG Act and relevant regulations. To ensure compliance with these new training requirements, a councillor's allowance will be withheld until they have completed the training requirements.

The scope and delivery of the new mandatory training will be prescribed in Regulations. LGV will consult with the local government sector in their development.

2. Enable model Councillor Code of Conduct and other governance matters to be prescribed in regulations

Background

The purpose of the current council Councillor Code of Conduct includes prescribed standards of conduct expected to be observed by councillors while performing their duties and functions as councillors. The standards include the prohibition of discrimination, harassment (such as sexual harassment) and vilification.

Councils may, however, include any other matters in their Code of Conduct which the council considers appropriate. This has enabled councils to supplement the standards of conduct with other matters councillors have agreed in principle to abide by in performing their role. These matters vary significantly across councils and include such things as shared values and commitments, dispute resolution procedures and social media policies.

In the development of the proposed reforms, LGV considered community expectations that acceptable conduct should be standardised and not differ across municipalities. LGV noted that there is little value in councils including other matters in their Codes to supplement the standards of conduct. This is because these are

not enforceable in the same way that the standards of conduct are under the councillor conduct framework.

Proposal

Regulations may be made to prescribe a uniform mandatory Model Councillor Code of Conduct (Model Code) to replace existing Codes that would apply to all councils.

The Model Code will include the existing standards of conduct expected to be observed by councillors. It may also include matters necessary to ensure consistent standards of behaviour, including promoting early and effective intervention.

Councils will no longer be able to include any other matters in the Model Code which the council considers appropriate, to ensure their uniformity across councils.

A council would no longer be formally required to adopt the Model Code, as it will automatically apply to councils as prescribed. However, councils should be required to publish a copy of the Model Code on their website.

To allow councils some flexibility regarding policy implementation for matters not covered in the Model Code, councils could adopt policies regarding matters prescribed in regulations, separately from the proposed Model Code. In the same way that certain council policies are currently enforced through the standards of conduct[1] compliance with these prescribed policies may be enforced through the standards of conduct, where appropriate. These matters will be consulted on in the development of the regulations.

Regulations that will implement a Model Code will align with the recommendations in IBAC's Operation Sandon Special Report (Recommendation 17, 21 and 31). These regulations will be designed in consultation with the local government sector.

[1] See Clause 3 of the standards of conduct 'Compliance with good governance measures'.

Part 2: Early intervention and dispute resolution

Overview

These reforms are proposed to strengthen and clarify the operation of the councillor conduct framework and assist in effective dispute resolution.

1. Limit the Victorian Civil and Administrative Tribunal's (VCAT) jurisdiction with respect to councillor conduct panel decisions

Background

The councillor conduct framework under the LG Act is intended to ensure that councillor conduct issues are dealt with quickly, properly, fairly and with little formality.

Currently, a person who is affected by a councillor conduct panel (CCP) decision may apply to VCAT for a 'merits' review of that decision. This involves VCAT 'standing in the shoes' of the CCP and hearing the application afresh to determine the correct and preferable decision. In practice, this enables parties affected by a decision of a CCP to challenge the decision of a CC through a new hearing. These challenges can prolong the proceedings and delay a resolution to the matter.

Proposal

Parties affected by a decision of a CCP hearing will be able to seek a review of a decision to the Victorian Supreme Court. This can only occur on the grounds the decision is not legal, reasonable or fair i.e., judicial review, rather than on the merits of the decision to VCAT.

This is consistent with the process that applies to an internal arbitration process (IAP) under the LG Act, where VCAT review of a decision of an arbiter is not available.

2. Councils must not indemnify councillors in relation to the internal arbitration process and the councillor conduct panel process

Background

Using their insurance policies, councils often indemnify councillors for legal or other costs. This includes costs incurred with being a party to a proceeding for an IAP or

CCP process under the LG Act, and any associated review to VCAT or the Victorian Supreme Court.

LGV has noted the concerns that councillor conduct processes are being unduly delayed and complicated because of councillors' reliance on their councils to indemnify them for legal costs associated with these proceedings.

Proposal

A council must not indemnify a councillor or councillors against legal costs incurred in initiating or defending or otherwise being a party to a proceeding in relation to:

- an application for an IAP made, or
- an application for a CCP process, or
- an application to the Victorian Supreme Court for judicial review of a decision of an arbiter or a decision of a CCP.

A council will not be prohibited from indemnifying a councillor or councillors against legal costs in relation to an IAP or CCP hearing. This only applies when an arbiter or CCP has granted a party leave to have legal representation on the basis that legal representation is necessary to ensure that the process is conducted fairly. This proposal is not intended to restrict a council from obtaining legal advice in relation to those proceedings it initiates, by council resolution.

3. Broaden the scope of sanctions that may be imposed by an arbiter

Background

The LG Act sets out the sanctions an arbiter may take if the arbiter has made a finding of misconduct against a councillor.

The LG Act requires an arbiter to provide a written copy of the arbiter's decision and statement of reasons to the council, the applicant or applicants, the respondent and the Principal Councillor Conduct Registrar. A copy of the arbiter's decision and statement of reasons must be tabled at the next council meeting after the council received the copy of the arbiter's decision and statement of reasons.

However, the next meeting of the council can sometimes be an impromptu council meeting called at late notice to consider an urgent matter with little public notice and attendance at the meeting. This results in limited public transparency of the arbiter's decision.

A Municipal Monitor appointed to a Council in 2022 made several recommendations in their final report on ways to improve the sanctions that may be imposed by an arbiter and the transparency of the arbiter's decision. These included ensuring that a copy of an arbiter's decision and statement of reasons be tabled at the next

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regular council meeting. Any apology a councillor is directed to make by an arbiter would also be made at the next regular council meeting that the councillor attends.

IBAC's Operation Sandon Special Report also made recommendations consistent with increasing the severity of sanctions available for misconduct (Recommendation 30).

Proposal

The sanctions that may be imposed by an arbiter on a finding of misconduct will be expanded to include:

- Directing that a councillor is prevented from attending and participating at the council's next council meeting or at a council meeting specified by the arbiter following the tabling of the arbiter's decision and statement of reasons;
- Suspending the councillor from the office of councillor for a period specified by the arbiter not exceeding three months (instead of one month); and
- Directing that a councillor be ineligible to hold the office of Mayor or Deputy Mayor for a period of up to 12 months.

A copy of an arbiter's decision and statement of reasons must be tabled at the next council meeting, or at a council meeting specified by the arbiter after the council received the copy of the arbiter's decision and statement of reasons.

To increase transparency and public trust, an arbiter will be given power to specify a council meeting which a councillor is prevented from attending and participating in. The arbiter will also be able to specify a council meeting at which the tabling of the arbiter's decision and statement of reasons must occur. The council meeting the arbiter specifies would occur reasonably soon after the arbiter's decision.

Part 3: Oversight Mechanisms

Overview

These reforms will strengthen direct accountability mechanisms and promote early and effective intervention at a council to prevent and address governance failures and councillor conduct.

1. Suspending or disqualifying individual councillors

Background

The Minister has the power to appoint a Municipal Monitor or Commission of Inquiry to a council under the LG Act where indications of a council's governance failures have been brought to the Minister's attention.

Municipal Monitors and Commissions of Inquiry have previously identified behaviours of individual councillors that create serious risks to the health and safety of staff at a council, or significantly impact a council's ability to perform its functions. However, neither a Municipal Monitor nor a Commission has an explicit function or power to recommend the suspension or dismissal of a councillor where it may be warranted.

Proposal

The Minister will be provided the power to suspend an individual councillor for up to 12 months if the Minister is satisfied on the advice of a Municipal Monitor or Commission appointed to the council. The advice would demonstrate that the councillor is creating a serious risk to the health and safety at the council or is preventing the council from performing its functions.

The suspended councillor will also be ineligible to hold the office of mayor or deputy mayor, or to chair a delegated committee of the council, for the remainder of the term. These sanctions are consistent with current sanctions following a finding of serious misconduct made by a CCP under the LG Act.

Councils and the Chief Municipal Inspector (CMI) will be expected to utilise existing pathways under the councillor conduct framework to address councillor conduct issues. Limiting this power of suspension by the Minister will provide a high bar to the exercise of this power. Additionally, before providing a report to the Minister, a Municipal Monitor or Commission will be required to confirm that a CCP is not already considering an allegation of serious misconduct against the councillor. This will avoid the councillor having separate adverse findings made against them in relation to the same behaviour.

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Further, the Governor in Council will be provided with the power to disqualify a person from standing at future council elections. This would be on the recommendation of the Minister if satisfied on the advice of a Municipal Monitor or Commission. The advice must provide that the person was a councillor during the term immediately preceding the council's dismissal, and that the person was found to have created a serious risk to health and safety at the council or prevented the council from performing its functions. The period of disqualification would be for up to eight years following the dismissal of the council.

This power of disqualification of a councillor will ensure individual councillors found to have contributed to the council's governance failures are sanctioned appropriately and won't cause further issues at the council following the period of administration.

Prior to a Municipal Monitor or Commission submitting a report to the Minister recommending the suspension or disqualification of a councillor, they must first provide procedural fairness to the councillor to ensure they're provided an opportunity to respond to the adverse claims.

2. Clarify the application of privileges and statutory secrecy to Municipal Monitors and Commissions of Inquiry

Background

To fulfill their respective roles in monitoring or inquiring into the affairs of a council, Municipal Monitor or Commission of Inquiry often need to access legally privileged information, or other information prohibited from release under another enactment.

However, Municipal Monitors don't have explicit powers to request this information, and councils have previously been dissuaded from providing documents due to legal privilege or other statutory requirements prohibiting release of information.

Similarly, a Commission of Inquiry currently has the power to request a person to appear before it or give evidence or produce any document, which the person must comply with unless they provide a 'reasonable excuse'. Given the term 'reasonable excuse' is not defined, there is a risk that a person (or a council) refuses to provide evidence or information to a Commission. This may occur on the basis that the evidence or information is legally privileged information or is prohibited from release under another enactment.

Proposal

To encourage councils to provide information to assist a Municipal Monitor, the reforms will add:

- The provision of information by a council to a Municipal Monitor that is legally privileged does not cease to be the subject of legal professional privilege only because it is given or produced to a Municipal Monitor under the LG Act.
- When information that is prohibited from release under another enactment, is provided to a Municipal Monitor, a person is not subject to any criminal, civil, administrative or disciplinary proceedings or actions only because the person has complied with the request.
- Councils must provide reasonable assistance to a Municipal Monitor.

The reforms will clarify the meaning of 'reasonable excuse' for the purpose of complying with a request of a Commission, making it consistent with the definition of 'reasonable excuse' in the *Inquiries Act 2014*. The reforms will make it clear that it is not a reasonable excuse for a person to refuse or fail to comply with a request of a Commission to give information or produce a document on the basis that:

- The information, document, or other thing is the subject of legal professional privilege;
- The information, document or other thing might tend to incriminate the person or make the person liable to a penalty; and
- Another enactment prohibits the person from giving the information or producing the document or other thing or imposes a duty of confidentiality on the person in relation to the information, document or other thing.

3. Give the Chief Municipal Inspector the power to issue infringements for certain offences

Background

In the LGI's report Social media fuels rise in complaints during 2020 council elections, it noted the limited avenues available to ensure compliance with offences relating to the conduct of council elections. The LGI recommended in its report that the LG Act be amended to give the CMI specific powers to issue infringement notices with respect to electoral related offences.

Further, in the LGI's report titled Personal interests returns: Encouraging disclosure and increasing transparency, the LGI recommended that the CMI be given powers to issue infringement notices regarding personal interests returns related offences.

In these reports, the LGI noted that the cost and delay in conducting prosecutions in the court system in relation to these offences is disproportionate to the nature and seriousness of the offences. The LGI further observed that given the significant cost and time needed to bring these matters to court, historically only the most serious examples of noncompliance have been prosecuted by the LGI.

Proposal

The CMI will be given power to serve infringement notices for specified electoral and personal interests related offences under the LG Act. These offences, and their respective penalty amount, will be prescribed in regulations.

A general infringement provision will be introduced to enable offences in the LG Act to be prescribed to be infringement offences. This ensures that any further offences identified in the future as being appropriate to be made infringement offences, and their respective penalty amount, can be prescribed in regulations.

The proposed infringement regulations will be developed in accordance with the Attorney-General's Guidelines to the *Infringements Act 2006*.

Part 4: Other Miscellaneous Amendments

Overview

Note there are further proposed reforms to improve the operation of provisions relating to councillor conduct, early intervention, dispute resolution and oversight, as well as other miscellaneous amendments.

As noted above, these reforms will provide for administrative efficiencies and clarity and ensure the LG Act operates as intended. LGV is not seeking feedback and comments from the local government sector on these reforms.

12.9	Council Plan Year 3 Quarter 2 - Progress Report
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Rachel Deans
Attachment(s)	1. Draft Council Plan Action Plan Y3Q2 Report (Oct- Dec 2023) [12.9.1 - 39 pages]

Purpose

For Council to note the status of progress towards implementing the Council Plan Action Plan Year 3 as presented in the attached Quarter Two Progress Report for October – December 2023.

Officer Recommendation

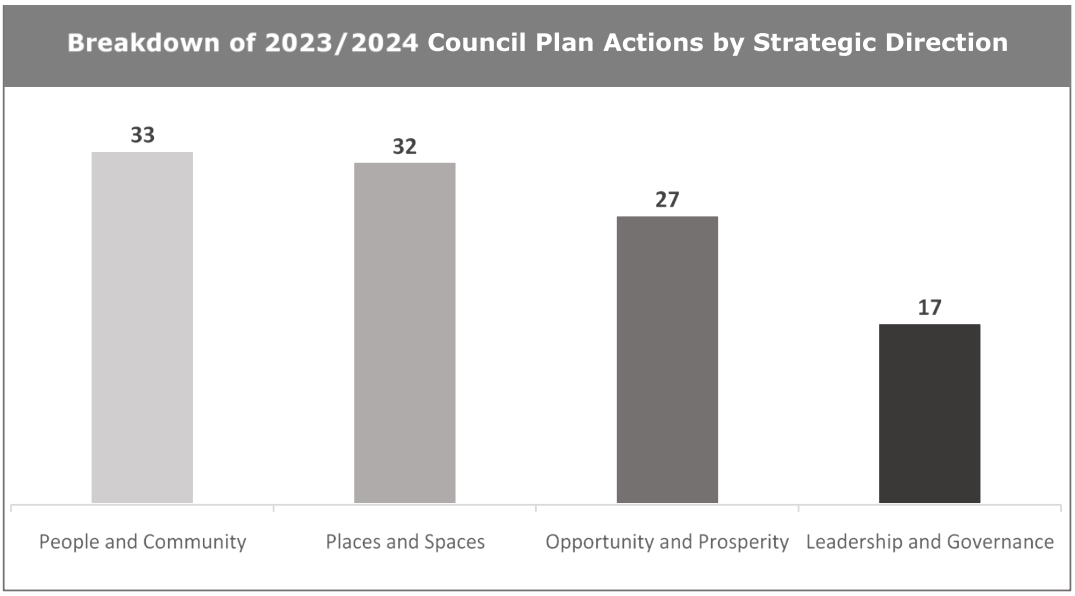
That Council notes the status of progress towards implementing the Council Plan Action Plan Year 3 as presented in Attachment 1, Quarter Two Progress Report for October – December 2023.

Background

Adopted in October 2021, 'Together we are Brimbank' integrates Council's Community Vision, Council Plan (2021-2025) and Municipal Health and Wellbeing Plan.

Implementation of 'Together we are Brimbank' is monitored and evaluated through quarterly reporting of Council Plan actions identified in the Council Plan Annual Action Plan. End of financial year achievements are published in the Brimbank Annual Report.

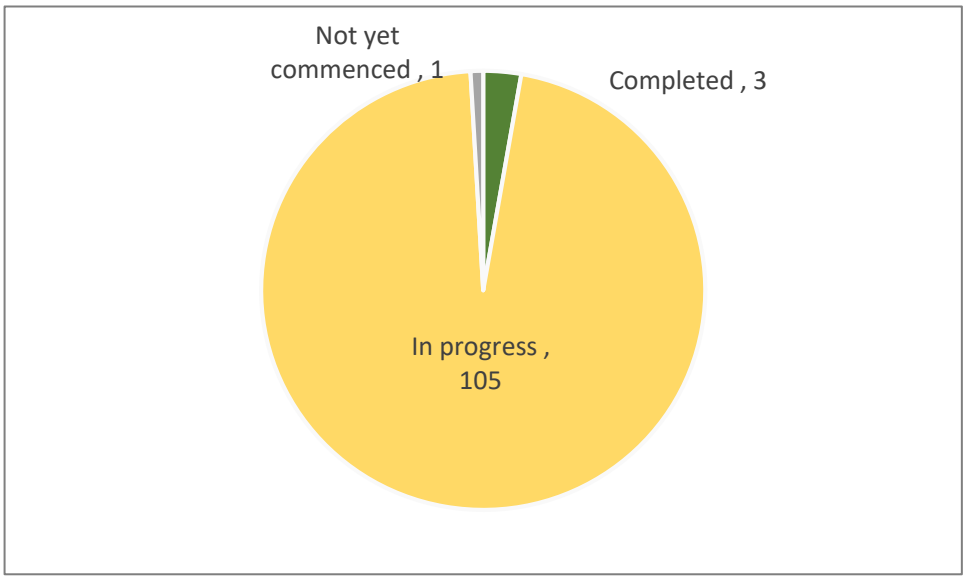
Both of these reporting mechanisms are requirements of the Local Government Act 2020.



Matters for Consideration

Analysis

The following chart summarises Council's progress towards delivering the Council Plan Action Plan for Year 3 Quarter Two between October and December 2023.



At the mid-point, the following actions have been completed:

- Adopt and implement the updated Sports Facility Development Plan.
- Update Council's Lifelong Learning Baseline Measures to monitor outcomes and support advocacy.
- Work towards developing a technology innovation space at Deer Park library.

The following action is yet to commence:

- Investigate and deliver a training program for volunteers to improve digital skills and enhance wellbeing for older adults – to commence quarter 3.

Community Engagement

The 'Together we are Brimbank' Council Plan Annual Action Plan Quarterly Report has been developed for community. The report includes detailed information about the progress of Council's 109 actions and service highlights aligned to each of the Council Plan Strategic Directions.

Links to quarterly action plan progress reports are made available to the public via the Council Plan webpage on the Brimbank City Council website.
https://www.brimbank.vic.gov.au/about-council/how-we-work/annual-budget

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

There are no Community, Environmental, Financial, Regulatory or Safety risks are identified.

Legislation / Council Plan / Policy Context

This report supports the Council Plan 2021-2025 strategic direction and objective of:

4. Leadership and Governance - A high performing organisation that enacts the vision and decisions of Council through the delivery of quality and innovative services - A fairer place for all
• High Performing and Accountable - Our workforce strive to enhance services and liveability for the Brimbank community.

This report complies with The Local Government Act 2020.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.



Together We are Brimbank

Council Plan Action Plan Year 3 Quarterly Progress Report

October - December 2023

Acknowledgement of Country

Brimbank City Council respectfully acknowledges and recognises the Wurundjeri and Bunurong Peoples as the Traditional Custodians of this land and pays respect to their Elders, past, present and future.



About this report

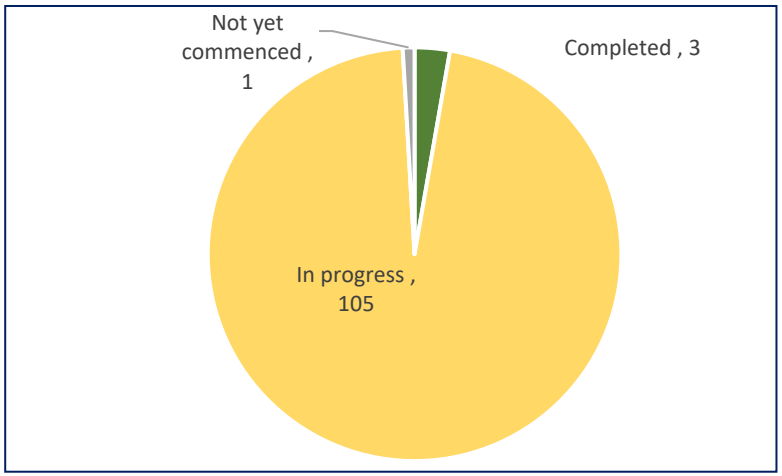
Together We are Brimbank contains four Strategic Directions and 35 objectives that work towards implementing Council's vision for '*a transformed Brimbank that is beautiful, thriving, healthy and connected.'*

Each financial year, Council develops an Action Plan which lists actions against each objective for the year. This financial year the Action Plan contains 109 different actions.

- Strategic Direction: People and Community
  Thirty-three actions will contribute to "*a welcoming, safe and supported community – an inclusive place for all.*"
- Strategic Direction: Places and Spaces
  Thirty-two actions that aim to create "*liveable and connected neighbourhoods that support healthy and sustainable futures – a green place for all*."
- Strategic Direction: Prosperity and Opportunity
  Twenty-seven actions that are working towards *"a future focused, transforming city where all have opportunities to learn and earn – a prosperous place for all."*
- Strategic Direction: Leadership and Governance
  Seventeen actions to ensure Council is *"a high performing* organisation *that enacts the vision and decisions of Council through the delivery of quality and innovative services – a fairer place for all."*

How are we tracking?

The following chart summarises Council's progress in delivering the actions between October and December 2023.



Completed actions:

- Adopt and implement the updated Sports Facility Development Plan (SFDP)
- Update Council's Lifelong Learning Baseline Measures to monitor outcomes and support advocacy
- Work towards developing a technology innovation space at Deer Park library

The following action will commence next quarter:

- Investigate and deliver a training program for volunteers to improve digital skills and enhance wellbeing for older adults

People and community

A welcoming, safe and supported community – an inclusive space for all

People and Community – Our Services

- Arts and Culture
- Building Compliance
- Carer Support
- Community Care
- Community Transport
- Connected and Strengthening Communities
- Early Years
- Environmental Health
- Food Services
- Keilor Basketball/Netball Stadium and Golf Course
- Leisure and Community Facilities and Leisure Centres
- Maternal and Child Health
- Property Maintenance
- Seniors and Social Support
- Service Access
- Social Planning and Research
- Sports and Recreation
- Youth







Supporting access and inclusion

Council is strongly committed to improving the accessibility and inclusivity of our Leisure Centres and is pleased to share the successful implementation of the following programs during the period of October to December 2023.

An Autism Family Swim Night offered an inclusive swimming experience, attracting over 40 people. The success has led to bi-monthly scheduling for 2024.

An 'All Swim' Program provides tailored swimming lessons for individuals with learning difficulties or autism.

Marking the International Day for People with a Disability, a Celebrating Diversity event was held at the Brimbank Aquatic and Wellness Centre. This was attended by 120 people with diverse abilities who participated in a range of group activities.



People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Support improved mental well-being	Continue to collaborate with cohealth and IPC Health in: Establishing new local mental health services Developing social prescribing programs to support people presenting to their services with poor mental health.	This quarter the Mental Health and Wellbeing Partnerships Officer worked on developing strong relationships and partnerships with internal Council departments and external community and clinical mental health services, including cohealth.	In Progress
	Work with partners to implement actions from the Mental Wellbeing Plan, with a focus on primary prevention.	Collected data regarding local mental health service provision, community mental health needs and barriers, and potential solutions to improve Brimbank's mental health services. Attended the Western Metro Mental Health and Wellbeing Interim Regional Body Workshop at Sunshine Hospital in October.	In Progress
	Deliver Youth Mental Health First Aid Training to: Adults to support young people aged between 12-18 years Students in years 10-12 and years 7-9 on how to provide mental health first aid to their friends.	Established partnerships and planned for the delivery of Youth Mental Health First Aid Training in schools in the first half of 2024.	In Progress
	Develop the Our Place Program at the Hunt Club Arts and Community Centre and West Sunshine Community Centre, as multi-use, outdoor spaces for social connection and community-led group activities.	Responded to interest from our community and worked with our partners to deliver: ❖ Four Hunter's Patch Gardening Workshops at the Hunt Club ❖ The 'Village Art Wall' co-designed with Taylors Lakes Secondary College students ❖ The 'Village Garden' with community members and Council's Parks and Gardens team.	In Progress
	Work with Westvale Men's Shed users to identify additional programming options for other men using currently underutilised outdoor spaces. Create partnerships and intergenerational skill-share and mentoring models.	Inducted 25 Men's Shed participants and volunteers in safe operating procedures for 40 tools, machinery and equipment. Conducted a fire safety workshop with Fire Victoria for five participants and a men's health and wellbeing session with cohealth.	In Progress
Increase healthy eating, active living and physical activity	Scope and deliver 'Better Together @ BAWC' which will support residents with chronic health needs from low socio-economic backgrounds to access the Brimbank Aquatic and Wellness Centre (BAWC).	Supported approximately 200 clients with chronic health needs. Identified additional clients to join the program next quarter. Recruited ten additional Attendant Support Officers, a Community Relations Unit Manager and Community Program Lead to foster and further develop the program and provide assistance for more people.	In Progress

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	Create opportunities to support new communities to engage in physical activity via the In2Sport program.	Approved 47 applications, across 16 registered sporting clubs, to deliver In2Sport for the summer season. Planning for the winter season is underway. Council is anticipating high demand due to a larger number of sports being played in winter.	In Progress
	Further develop and deliver the "Be Active Brimbank" physical activity programs and events.	Council delivered a diverse range of programs and events to 949 attendees, including: ❖ International Day Of People with a Disability – Abilities Unleashed ❖ Weekly In2Active Fitness Programs ❖ Daughters of the West ❖ 'Digital' BeActive Brimbank on Facebook ❖ Youth Fest Programs (Volleyball, Casual Shooting, Netball Clinic) ❖ A Seniors Walking Football Tournament and weekly Walking Football Sessions ❖ BeActive exercise program for women	In Progress
	Continue to deliver a range of programs and services from Brimbank Leisure Centres that meet the needs of the Brimbank community.	Delivered: ❖ The first Autism Family Swim Night ❖ 'All Swim' for individuals with learning difficulties or autism ❖ An International Day for People with a Disability celebration ❖ A Senior Members Christmas party ❖ Aquatic school programs for Rosamond Special School & Sunshine Special Developmental School and; ❖ Collaborated with Life Saving Victoria to sponsor swim teacher training for 18 students from Taylors Lakes Secondary College.	In Progress
	Finalise planning and commence upgrade and renewal works to the Sunshine Leisure Centre (SLC) outdoor pool liner and outdoor change rooms.	Progressed work to finalise the requirements and scope for the outdoor pool works at the Sunshine Leisure Centre. Work has determined the need for a new pool shell (not just a new lining as previously considered). Plans are on track and include an upgrade to the outdoor plant room.	In Progress
	Adopt and implement the updated Sports Facility Development Plan (SFDP).	Action completed Quarter 1.	✓
	Finalise the Sports Feasibility Study for Sydenham Park.	The draft Sydenham Park Sports Feasibility report is in the final stages of approval prior to being presented to Council in early 2024.	In Progress

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Support increased gender equality and reduce gender based violence	Complete Female Sports Facilities Upgrades at Robert Bruce Pavilion sports change rooms to increase equity, access and opportunities for existing and emerging female participants and officials in sport and active recreation.	Construction on the Robert Bruce Pavilion sports change rooms is progressing and scheduled for completion this financial year.	In Progress
	Deliver Brimbank's Gender Equality Action Plan.	❖ Delivered Gender Equality in the Workplace training to 450 staff. ❖ Completed the Gender Balanced Research Project report. ❖ Worked on a Gender Equity audit report for the Gender Equality Commission, to be finalised and submitted in the next quarter.	In Progress
	Co-design a project targeting employment outcomes for women aged 45+. The project will include access to a specialist family violence support worker for support, advice and referrals.	Commenced planning the 'Your Career Your Way' Return to Paid Employment workshop for women aged 45+ in partnership with the Victoria University Skills and Jobs Centre.	In Progress
Provide community health and wellbeing services across the lifespan	Based on the Child Safe Standards, build knowledge, understanding and cultural competency among Brimbank staff and service providers to ensure Council and community services meet the needs of all families.	Continued to progress Child Safety and Wellbeing knowledge and capability through: ❖ Promoting the compulsory online training module – 'Keeping Children and Young People Safe from Harm and Abuse' ❖ Working with Council's Early Years team to update their knowledge of child safety and wellbeing and legislation ❖ Examined child safety and wellbeing requirements for Council facilities lease and license agreements ❖ Started work on the Child Safety and Wellbeing Webpage on Council's website including an animation project to communicate child safety and wellbeing messages.	In Progress
	Support young people to engage with school and access health and wellbeing supports.	Supported young people's connection to support services through attendance at secondary school well-being days and secondary consultations with school well-being staff. Provided information about youth mental health support and psycho-social programs.	In Progress
Support safe and inclusive communities	Finalise the Brimbank LGBTQIA+ Action Plan 2023-2027, and commence implementation of year one actions.	Officially endorsed the LGBTQIA+ Action Plan at the 21 November 2023 Council Meeting. A LGBTQIA+ Implementation Plan will commence in 2024.	In Progress

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	As part of the final year of the Safe and Inclusive Brimbank Strategy 2020-2024, adopt a service coordination approach to improve wellbeing outcomes and perceptions of safety across the community.	Hosted the December Safety and Wellbeing Partnership (SWP) meeting, which presented a series of Brimbank Empowering Communities early intervention and crime prevention projects. The meeting canvassed organisational and sector needs for partnership planning in 2024. The Hotspots Working Group met twice to address community safety and homelessness in targeted areas. Conducted a LGBTQIA+ round table meeting to assess service gaps and enhance safety for Brimbank's LGBTQIA+ community.	In Progress
	Continue to install standard and feature lighting as part of public amenity in activity centres to improve perceptions of safety and add to urban amenity.	A new lighting project in Princess Lane will be tendered for construction in January 2024.	In Progress
Support and advocate to reduce risk factors impacting vulnerable communities	Reduce social exclusion and isolation and improve wellbeing through innovative Neighbourhood Houses programming that engages and works alongside local community members.	Undertook a series of initiatives to reduce social isolation for a range of ability groups, including: badminton, ballroom dancing, chess, 'Beginner' computers, gardening, homework support and yoga. Delivered psychosocial support programs and community events attracting over 3500 community members. Facilitated free parenting support programs including a six-week program for Vietnamese parents.	In Progress
	As part of the Brimbank Disability Action Plan 2022-2026: • Promote opportunities for local businesses to engage in disability awareness education • Support the participation of people with disability in Council's employment and work experience programs.	❖ Initiated a swim instructor employment pathway program at the Brimbank Aquatic Wellness Centre for people with disability. ❖ Worked with Victoria University to deliver workshops to assist people with disability with job applications and interview skills. ❖ Partnered with JobAccess to ensure recruitment and retention is inclusive and accessible. ❖ Explored training opportunities for self-advocacy of people with an intellectual disability with the Brotherhood of St Laurence. ❖ Coordinated community education sessions on mental health and wellbeing services. ❖ Commenced planning disability awareness education for local business.	In Progress
	Finalise and complete the co-design process for the Carer space at the Keilor Downs Community Centre.	Progressed the fit-out and furnishing of the Carer Space.	In Progress

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
		Created a Carers Space Establishment Committee following an Expression of Interest process. The Committee comprises Brimbank carers, Carers Victoria and Council employee representatives. The Committee is appointed for a six-month period and are supporting the co-design of the space and development of guidelines for use.	
	Embed Brimbank's Homelessness Protocol, providing training and collaborating across council, service providers and local businesses.	Referred 19 homeless people to support services this quarter. Commenced planning to deliver training sessions with the Council to Homeless Persons in 2024.	In Progress
	Engage with registered housing associations (community housing providers) to identify opportunities to increase supply of social and affordable housing.	Attended a new housing development by Women's Housing Limited and explored opportunities to connect with registered housing providers. Council was represented at the National Housing Conference in October, providing an opportunity to engage with housing providers and explore solutions to increase the supply of social and affordable housing.	In Progress
	Undertake a review of Library Services to maximise the service and program reach to the Brimbank community.	Commenced the Library Service Review, with research and stakeholder engagement to identify strengths, challenges and opportunities and look closely at the current and emerging factors influencing library operations.	In Progress
Enable social, cultural and artistic expression	Provide and promote a broad range of opportunities for the community to engage with diverse art forms.	Provided numerous opportunities for community members to engage with art including: ❖ Performance: "Momentum" by the Women's Circus ❖ Exhibitions: "Abstract Archetypes" by Callum Watson and Liam San Jose; "Unique Edition" by George Poulakis; "Pyrrhic victory" by Adelai Van Loggerenberg; "Life Force" by Andrew Nicoliades; "Root Moss Blossom Feather" by the Australian Vietnamese Women's Association; "Rainbow" by Monique Howard; "Yellow: Untitled" by Nisha Hunter ❖ Projections: "Affordances of Space" by Damien Laing and Si Leong; "The Old Man" by Andrew Nicoliades ❖ Public Artworks: Rekiah mural launch; Inflatable Dragon at Be Bold; Temporary Chalk Mural by Aaliyah Taylor ❖ 46 community workshops in visual arts, circus, singing and dance ❖ 13 youth arts workshops with young artists going on to perform in the Resonate Music Showcase ❖ Five Aboriginal and Torres Strait Islander arts workshops in circus and homework clubs.	In Progress

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	Improve processes for Street Art delivery including extending online self-guided public art trails across the municipality.	Revised Street Art commissioning and de-commissioning guidelines and completed the mural commissioning pack for Council. Developed a mural artist register. Continued work on self-guided public art trails and the photography of artworks, geocaching and exploration of potential formats.	In Progress
Continue our commitment to respecting and recognising Aboriginal and Torres Strait Islander peoples and culture	Finalise and commence implementation of the 2023-2025 Innovate Reconciliation Action Plan (including arts and cultural programming).	❖ Endorsed the draft Innovate Reconciliation Action Plan 2024-2026 for community consultation (in February 2024). ❖ Held the Brimbank Aboriginal and Torres Strait Islander Consultative Committee quarterly meeting. ❖ Facilitated two Reconciliation Working Group meetings to champion and embed reconciliation across Council. ❖ Hosted three monthly and one quarterly meeting with Brimbank's Traditional Custodians Wurundjeri and Bunurong people respectively. ❖ Facilitated Sydenham Park renaming with a Traditional Custodian name to acknowledge the cultural significance of the park to the Wurundjeri Woi-wurrung people. ❖ Supported the Brimbank Aboriginal and Torres Strait Islander Consultative Committee and Wurundjeri Elder representatives to attend the Sunshine Energy Park tour to provide a visionary purpose for the site. ❖ Continued to work with West Melbourne Councils and IPC Health to maintain the Deadly Western Connections website which serves as a meeting place for the diverse Aboriginal and Torres Strait Islander peoples living in western Melbourne, to share stories, pay respect to Country and build community.	In Progress
	Continue to support the pilot of an Aboriginal and Torres Strait Islander run Community Hub.	Continued support of the Cooinda Community Centre, including: ❖ Working with an appointed consultant to support establishment of the Centre through providing advice on the set-up of Governance, mentoring the new Governing body to govern effectively and developing a Memorandum of Understanding ❖ Advertising the Cooinda Coordinator position ❖ Providing ongoing governance set-up and support.	In Progress

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	Implement Year Five actions of the Brimbank Cultural Heritage Strategy 2018-2023 including: • Facilitating staff training about Cultural Heritage and Mapping • Ensuring Cultural Heritage Guidelines are maintained on Council's website • An audit of the implementation program to inform a status review.	Planned for staff cultural heritage training and mapping in Quarter 3 (Jan-March) and Quarter 4 (April-June) 2024. Presented an audit of implementation actions to Council at the 28 November 2023 Council Briefing.	In Progress
Deliver a range of initiatives that celebrate diversity and intercultural sharing	Consult with key community partners and internal stakeholders to evaluate Council's cultural diversity program delivery and develop a plan for future work that reflects local situation and need.	Commenced the desktop review for the evaluation. Procurement activity is underway to engage a suitably experienced consultant to work alongside Council and community to propose a matured, evidence-based and responsive approach.	In Progress
Encourage vibrant community events and activities	Implement Year Two of the Brimbank Festivals and Events Strategy 2022-2025. This includes: • Supporting the community to deliver Festivals and Events funded through the Community Grants • Developing a program of skills-based training and information to support festivals and event organisers • Exploring the possibility of Arts and Culture and Disability categories to run alongside Festivals and Events category as part of the Community Grants program.	Supported the community to deliver six community-led festivals and events. Arts and Culture also supported 23 community members with festival and events training, providing one-on-one mentoring for individuals or groups. Funded 22 community groups in the most recent community grants round. Commenced exploring the possibility an Arts and Culture grants round as part of an ongoing review of the grants application process.	In Progress

Places and spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Places and Spaces – Our Services

- Animal Management
- Asset Management
- Building Maintenance
- Capital Works Coordination
- Cleansing Services
- Conservation
- Contaminated Land
- Engineering
- Event Compliance
- Fleet Maintenance and Management
- Local Laws
- Open space
- Operations
- Parks
- Pedestrian Facilities
- Planning Compliance
- Property Services
- Road Services
- School Crossings
- Spatial Information Services
- Statutory Planning
- Sustainability
- Tree Services
- Urban Design
- Waste Services
- Western Alliance Greenhouse Action (WAGA)









A Greener Brimbank

Greening suburbs by adding trees and green spaces helps cool the environment, reduce air pollution, and create a visually appealing and healthier community. This also contributes to energy efficiency, habitat support, and community engagement, making areas more resilient to climate challenges.

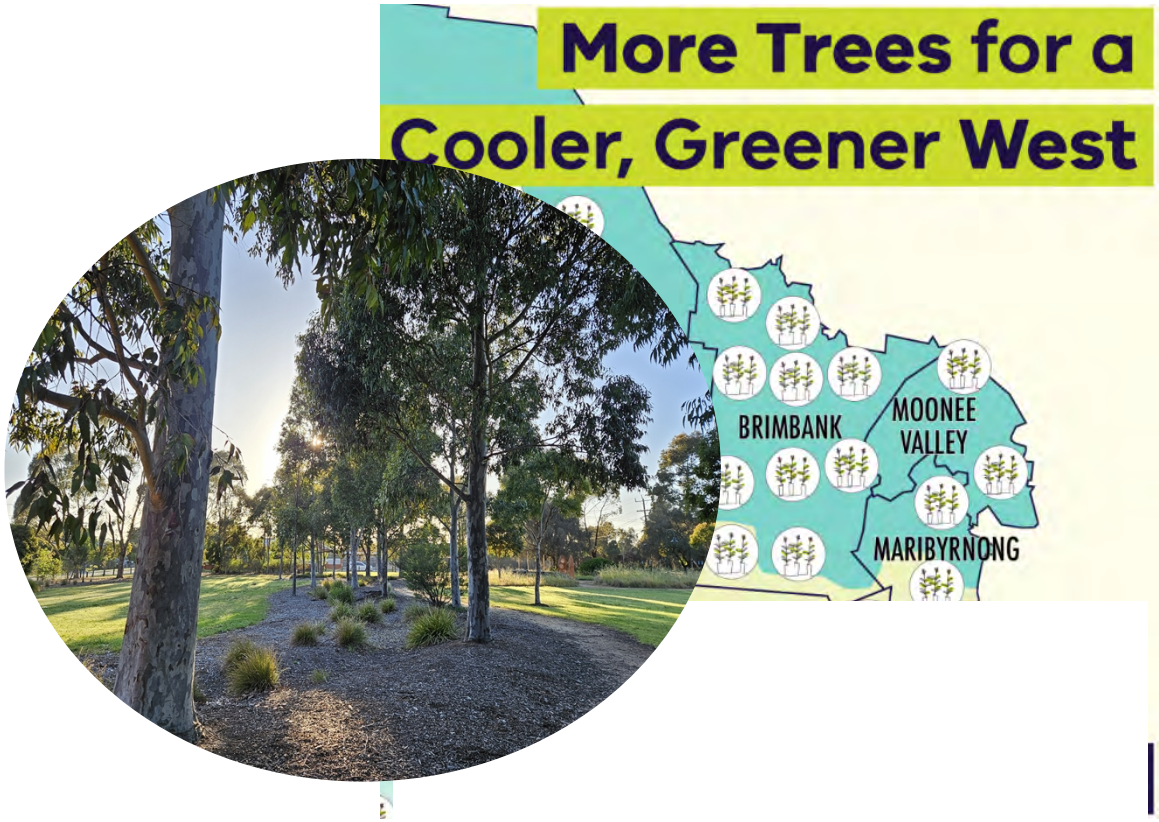
Between October and November 2023, Council:

- Added 40,250 plants to the local landscape.
- Planted 20,000 native species to support biodiversity.
- Planted 4,355 large trees and 20,250 tube stock, enhancing urban greenery.

More Trees for a Cooler, Greener West

Brimbank also continued to benefit from the 'More Trees for a Cooler, Greener West' program.

The program ensures more trees are planted in urban areas with the lowest tree canopy cover in Melbourne's West, including Brimbank.



Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Contribute to the transformation of the transport network to be active, sustainable, connected and equitable	Implement the Road Rehabilitation and Surfacing Program as part of Council's 2023/2024 Capital Works Program.	Awarded the asphalt resurfacing contract with works expected to commence by March 2024. All road rehabilitation projects have been conferred and 50% of construction works are complete.	In Progress
	Undertake traffic surveys in Albion area to determine traffic volumes and speeds.	Completed traffic surveys. Actions rising from the results will be noted with actions determined in quarters three and four.	In Progress
	Continue implementation of the Brimbank Cycling and Walking Strategy to provide a network that supports active transport.	The following projects are underway (in either planning, design or implementation) to deliver pathway network connections identified in the Brimbank Cycling and Walking Strategy: ❖ Shared user path Green Gully Close to Denbigh Court construction commencing January 2024 ❖ Local off-road cycle route connection program - Glengala Road construction commencing February 2024 ❖ Creating Streets for People Policy Implementation as part of Road Rehabilitation Program - George Street Streetscape Upgrade, Sunshine construction commencing in 2024 ❖ East-west transmission line cycle path - M80 Trail to Kororoit Creek path, St. Albans - construction in 2024. ❖ Wright Street shared user path- design nearing completion ❖ Jones Creek trail extension - planning permit underway ❖ Replacement of shared trails segments identified as poor condition - Kororoit Creek Shared User Path, Sunshine West ❖ Taylors Creek Shared User Path - design underway ❖ Kororoit Creek Shared User Path extension ❖ Taylors Lakes Easement Shared User Path	In Progress
Showcase and provide quality public spaces and streetscapes where people can connect and recreate	Commence delivery of: • Streetscape and public realm construction and improvements as part of the West Sunshine 20 Minute neighbourhood in Glengala Road Village • Renewal design and construction of St Albans East Esplanade footpaths • A review of Council's Naturestrip Guidelines, to assist residents in the appropriate development of their naturestrips.	Facilitated the following improvements as part of the West Sunshine 20 Minute Neighbourhood: ❖ Installation of a public toilet in Simmie Street (construction of the new playground is due to be completed this financial year) ❖ Commenced design for the Glengala Road streetscape to improve the safety, amenity and appeal of the activity centre ❖ Started design works for East Esplanade footpaths following community consultation. The review of Council's Naturestrip Guidelines is underway and is due for completion before the end of the financial year.	In Progress

Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Showcase and provide quality public spaces and streetscapes where people can connect and recreate	Continue implementation of the Brimbank Creating Better Parks Policy and Plan 2016, including: • Renewing Kevin Flint Memorial Reserve Flagship Park • Delivering physical activity facilities across Brimbank in several parks • Delivering path upgrades, new playgrounds, new BBQ & park furniture and extensive tree planting in Station Waters Reserve, Cairnlea • Upgrading three existing playgrounds in Shearwater Meadow, Cairnlea, Simmie Street, Sunshine West and Bellara Crescent Reserve, Kealba Larissa Reserve, St Albans • Constructing a circuit path at Keilor Downs Recreational Reserve • Constructing a dog off-leash reserve in Delahey.	Progressed the following projects (on track for delivery this financial year): ❖ Kings Park Reserve Netball Court ❖ Moorland Park Fitness Stations ❖ Shearwater Meadow Playground, Cairnlea Planned for the following projects to commence April-June 2024: ❖ Simmie Street Playground, Sunshine West ❖ Bellara Crescent Reserve Playground, Kealba ❖ Keilor Downs Recreational Reserve circuit path ❖ Station Waters Reserve paths, playgrounds, BBQ, park furniture and tree planting, Cairnlea ❖ Kevin Flint Memorial Reserve Flagship Park (estimated to be completed by August 2024) Commenced planning and design of Larisa Reserve. To be delivered 2024/2025. Undertook a revised concept design for an off-leash dog reserve in Delahey. This was required due to native vegetation on site. The project will be delivered in 2024/2025.	In Progress
	Investigate opportunities to fully enclose playgrounds in the following suburbs/precincts: Taylors Lakes, Sydenham, Albanvale, Kings Park/Albanvale precinct, Cairnlea, Derrimut, Deer Park, Albion/Ardeer precinct, St Albans and Sunshine North. This action will also be rolled out where opportunity arises, through the park upgrade program.	Continued to progress site assessments across Brimbank. This process will identify sites suitable for fencing and is due for completion by the end of this financial year. The findings and report will make recommendations on the roll out of park enclosures, other considerations and engaging with community.	In Progress
	Deliver on the Sydenham Park Master Plan 2020: • Complete staged works to create visitor amenity through wayfinding signage, walking trails, shared paths and park information • Commence restoration works to Robinson's Homestead • Undertake a feasibility study to inform restoration of the Sydenham Park shearing shed.	❖ Completed all landscape works for Sydenham Park Stage 1 trails and picnic area. ❖ Permanent park signage to be installed once the park renaming process is complete. ❖ Sydenham Park Stage 2 design and approval phase underway. Construction of some sections of stage 2 trails are expected to commence in 2024. ❖ Full delivery of stage 2 trails will follow redesign of pedestrian bridge locations.	In Progress

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
		❖ Progressed the draft Sydenham Park Sporting Feasibility Study (to be presented to Council in March 2024). ❖ A Heritage Victoria and Planning application has been submitted for modifications to the Bluestone Homestead and has been referred to the Department of Energy, Environment and Climate Action. Aiming to commence works in May 2024.	
Provide community facilities that are responsive and adaptable to community needs	As part of the Public Toilet Strategy 2018-2030, design new toilet at Sunshine Reserve, Sunshine West.	Undertook design work for the future delivery of a toilet at Sunshine Reserve with the location of the public toilet confirmed. Delivery is indicatively scheduled for 2027/2028 financial year in the draft 10-year capital works program.	In Progress
	Continue activating informal youth 'Pop up' spaces that meet the informal health and wellbeing needs of young people.	Completed agreements with key stakeholders to conduct youth 'Pop up' activations in early 2024. For example: Youth Junction Inc. will facilitate 12 youth 'pop-ups' from mid-January through to late March 2024 at the Visy Cares Hub.	In Progress
	Address the current and future indoor court needs of the Brimbank community through the implementation of the Keilor Basketball Netball Stadium Business Plan.	Undertook final testing of Electronic Booking System before going live in early 2024. The system will be implemented over a staged process starting with regular user system-training, followed by schools and casual user groups. This is accompanied by an updated Keilor Basketball Netball Stadium website.	In Progress
	Implement the Brimbank Sports Facility Development Plan (2018) facility improvements, including: • Lionheart Reserve New Tennis Pavilion • Lloyd Reserve New Sports Pavilion • Sportsground Reconstruction at Ardeer Reserve • Design J.R. Parsons Reserve Multisport Pavilion • Design J.R. Parsons Reserve Tennis Pavilion • Sports ground lighting upgrades at Sassella Tennis courts 5 & 6 and Selwyn tennis courts 1-6 • Upgrade cricket nets at Selwyn Reserve.	Implemented sports facility improvements including: ❖ Lloyd Reserve new sports pavilion project ❖ Ardeer Reserve sportsground reconstruction project ❖ Detail design is underway at J.R. Parsons Reserve Multisport and Tennis Pavilions ❖ Sassella Tennis Court lighting project ❖ Detailed design completed for Selwyn Reserve Cricket Nets. Project to start after the cricket season in April 2024 ❖ Tender completed for Tennis Pavilion at Lionheart Reserve but prices are above budget; considering options for delivery of this project.	In Progress
	Complete building modifications and upgrades identified in the Brimbank Community Services and Infrastructure Plan (CSIP) 2018, including:	Completed the following CSIP projects: ❖ All kitchen and toilet upgrades ❖ Flooring upgrade at Delahey Community Centre	In Progress

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	• Kitchen upgrades at Keilor Park Playgroup, STACC, Keilor Village Kinder and Killeen St Childcare • Heating/cooling upgrade at Glengala Community Centre • Flooring upgrade at Delahey Community Centre • Playground upgrades at Orama Street & Remus Way child care centres • Facility access upgrades at Overnewton Gatehouse Hall • Toilet upgrades at Sydenham Children's Hub, Delahey Community Centre, Keilor Village Kinder, Deer Park Hall, Orama Street Child Care Centre.	Scheduled the following CSIP projects: ❖ Heating/cooling upgrade at Glengala Community Centre ❖ Verandah works at Overnewton Gatehouse Hall	
	Commence the update of the Brimbank Community Services and Infrastructure Plan (CSIP).	Updated the Community Services and Infrastructure Plan (CSIP) and CSIP Planning Policy for Council approval in early 2024; prior to planned community consultation.	In Progress
	Continue to meet the performance requirements of the Brimbank Environmentally Sustainable Design (ESD) Framework in development and implementation of new Council facilities and refurbishments.	Continued to apply Council's Environmentally Sustainable Design (ESD) Framework to capital works on new and existing buildings and major projects. Of note: ❖ Capital works building upgrades on existing buildings have gone beyond the framework and have been designed as all electric buildings, replacing existing gas equipment with electric alternatives. ❖ New Council facilities and refurbishments will not include gas powered equipment to help meet our net zero emissions target set out in the Climate Emergency Plan. ❖ Commenced the Dempster Park and JR Parsons sports pavilions and Dempster Park Children's and Community Centre ESD evaluation prior to construction. ❖ Completed designs for all-electric upgrades to Parsons Reserve Football/Cricket pavilion and Dempster Park Tennis Refurbishment.	In Progress

Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Maximise urban greening through increased tree canopy cover and integrated water management	Update Brimbank's Sustainable Water Management Strategy, and continue: • Working with key partners and authorities on integrated water management • Supporting the community to maximise urban greening in their backyards through My Smart Garden program Providing opportunities for community to participate in revegetation projects on public land.	❖ Progressed a review of the 2013–2023 Sustainable Water Management Strategy. Internal stakeholders provided feedback on achievements and opportunities looking forward. ❖ Continued to participate in Integrated Water Management (IWM) Forums, taking part in discussions on a monitoring, evaluation, reporting, and improvement (MERI) plan and providing feedback on the Werribee and Maribyrnong Catchment Action Plans. ❖ Hosted three My Smart Garden events, with a total of 69 attendees. The program won the Thriving Environment Community Champion award in the 2023 Premier's Sustainability Awards and the Education award in the 2023. Keep Australia Beautiful Victoria Tidy Towns and Cities Awards. ❖ Supported 'Friends of' groups to host regular community revegetation working bees along waterways such as Kororoit Creek and Maribyrnong River.	In Progress
	Upgrade the stormwater harvesting system at Green Gully Reserve, Keilor Downs.	This is a multi-year project. Council officers are working on a revised project design and budget. The design phase is expected to be completed this financial year. Initial conversations with Melbourne Water and Greater Western Water have been established to source funding assistance for the project. The project has been included in the final draft of the Maribyrnong Catchment Integrated Water Management Plan (2023-2033).	In Progress
Take action on climate emergency by working towards a carbon neutral Brimbank	Further implement the Brimbank Climate Emergency Plan 2020-2025: • Electrify Keilor Community Hub and West Sunshine Community Centre • Deliver the Solar PV (panels) on Sports Pavilions Program • Work with Western Alliance for Greenhouse Action (WAGA) Councils on the Victorian Climate Resilient Councils program • Explore options for renewable energy for local business.	❖ Completed the feasibility study on the electrification of the Keilor Community Hub and West Sunshine Community Centre (WSCC). Work is progressing this financial year to achieve electrification of West Sunshine Community Centre and complete the detailed design for Keilor Community Hub electrification. ❖ Work is underway to install solar at three Sports Pavilions (Ardeer Pavilion, Green Gully Pavilion and Larissa Reserve Pavilion) this financial year.	In Progress

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
		❖ Continued work on the Victorian Climate Resilient Councils program. This will support councils to better understand climate risks, build adaptive capacity and disaster readiness. ❖ Partnered with 30 other Victorian councils in the Business Renewables Buying Group Project. This supports large businesses to access renewable energy. Engagement with businesses in Brimbank began in October and will continue into 2024. Six businesses in Brimbank have expressed an interest in joining a group procurement for renewable energy.	
	Develop a background paper on opportunities and options for providing electric vehicle charging to the community.	Developed a discussion paper on options for Council to support Electric Vehicle Charging for the community.	In Progress
	Further implement the Revised Brimbank Greenhouse Reduction Strategy 2013-2023: • Develop a business case for a solar farm at Sunshine Energy Park • Develop a degasification plan for Council facilities • Roll out of the 100% Renewable Brimbank online workshop series.	Progressed development of: ❖ A business case for a solar farm at Sunshine Energy Park. The Urban Design and Sustainability teams have confirmed the likely location for a solar farm as part of the work associated with the draft Sunshine Energy Park Vision Plan. ❖ A degasification plan for Council facilities. The plan is categorising all Council facilities with gas and creating a roadmap for degasification. Delivered three webinars this quarter as part of the 100% Renewable Brimbank online workshop series - All-Electric Homes, Summer Energy Efficiency and Solar and Batteries.	In Progress
Collaborate with community in addressing climate change and its impacts on health	Facilitate community capacity building initiatives including: • The annual Environmental Events Calendar • Supporting 'Friends of' and other environment groups that are helping to address climate change and its impacts on health • Delivering the climate emergency stream of the Brimbank Community Grants Program to help the community to respond to climate change.	Undertook the following community capacity building initiatives: ❖ Allocated community grants for 2023/2024; community group projects are progressing. ❖ Supported 'Friends' groups to host community revegetation working bees in Kororoit and Steele Creek, Maribyrnong River, and Iramoo grasslands. A digital campaign encouraged residents to participate in Aussie Bird Week during October, and a successful bird survey was hosted at Sydenham Park. ❖ Worked with local schools to plan habitat improvements and is supporting the Mother of God School in a conservation program along Kororoit Creek.	In Progress

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
		❖ Concluded the WAGA Renew online webinars with three webinars delivered including 'All Electric Homes', 'Summer Energy Efficiency' and 'Solar and Batteries'. Engagement numbers show an average of 6 registrations and 30 online views per webinar. Planning work has commenced on the 2024 webinar program. ❖ Delivered Two My Smart Garden events - Gardening for Renters and a Gardening Expert Q&A & Social Lunch - which engaged a total of 44 participants. ❖ Commenced development of the 2024 Environmental Events Calendar which will showcase more than 20 key environmental events.	
	Explore establishing a network of 'cooler spaces' across the municipality using existing Council and community facilities.	Continued work on Heatwave Spaces Pilot Project this quarter.	In Progress
Increase the extent and condition of natural habitats through restoration and prevention of threats	Continue conservation land management actions of weed control, biomass reduction, pest animal control and planting/direct seeding on conservation assets.	Completed the 2023 planting program in spring 2023. Twenty-thousand trees, shrubs, grasses and wildflowers were planted for restoration in 2023. Four ecological burns were conducted this quarter, and fire mitigation works have been conducted.	In Progress
	Review and update the Brimbank Biodiversity Strategy.	Progressed a review of the Brimbank Biodiversity Strategy and the Brimbank Habitat Connectivity Plan is underway. This will include identifying the required technical information to progress with the update.	In Progress
	Support environment groups and 'Friends of' groups to deliver revegetation or restoration projects within the municipality.	Provided support including advice, funding, and promotions to 'Friends of' groups to host regular community revegetation working bees along waterways and grassland including Kororoit and Steele Creek, Maribyrnong River, and Iramoo grasslands. Ran a digital campaign encouraging residents to participate in Aussie Bird Week; Australia's largest citizen science event. Hosted a successful bird survey at Sydenham Park. Council is currently working with local schools to plan for habitat improvements.	In Progress

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	Finalise implementation of the Brimbank Habitat Connectivity Plan 2018 - 2023: • Support landholder participation in sustainable land management through active management for habitat on private land, prioritising reducing pest plants and animals • Commence rectification and restoration works at Paramount Grassland.	Continued implementation of the Brimbank Habitat Connectivity Plan including: ❖ Progressing documentation for the Sustainable Land Management Grant for issuing in January 2024. This will provide grants to support landholders to undertake weed and pest control on their private properties. ❖ Conducted weed control at Paramount Reserve. Officers have commenced sourcing seed for the restoration of the area.	In Progress
	Further implement the Brimbank Urban Forest Strategy 2016-2046: • Plant street trees in Kings Park, Deer Park and St Albans and approximately 20,000 tube stock plants • Continue Nature Places program to highlight importance of remnant grasslands at Bon Thomas Reserve.	Completed Street Tree Planting for the 2023 tree planting season. This resulted in 4355 40ltr trees (in streets and parks) and 20,250 tube stock being planted across Brimbank. Additional tree planting will occur in Kings Park, Deer Park and St Albans in the first half of the next financial year. Planting occurs typically between Aprils - November each year, dependent on annual weather patterns. Progressed the Nature Places program in Bon Thomas Reserve for 2023/2024 financial year with fencing complete and rock work proposed to be completed by the end of the financial year.	In Progress
	Implement actions from the Conservation Asset Management Framework: • Conduct fauna surveys in areas identified as requiring investigation • Install protective fencing at a minimum of three key grassland reserves to prevent illegal access and inappropriate use • Update or develop Management Plans for five high value grassland reserves.	Implemented actions from the Conservation Asset Management Framework including: ❖ Conducting bird surveys and arboreal mammal surveys in the planning phase ❖ Finalising priority sites and species for other fauna surveys within the municipality ❖ Appointing a contractor to install protective fencing at Oakwood and Isabella Williams Reserve ❖ Issuing a Request for Quote for protective fencing to be installed at Paramount Grassland ❖ Finalising documentation templates and required data collation for five high value grassland management plans.	In Progress
	Continue to deliver initiatives that protect and enhance the environment from the impact of feral cats. This includes community awareness campaigns and a subsidised cat de-sexing program.	Desexing initiatives continued to be delivered by three providers with Council subsidies available to residents for these programs. The programs ceased over the Christmas period and have also been impacted by the nation-wide vaccine shortage. Council is advised that the shortage should be rectified in early 2024.	In Progress

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Invest in circular economy and improve waste management systems to increase recycling and reduce waste to landfill	Monitor the performance and benefits on the use of crushed recycled glass on road pavements in collaboration with the Australian Road Research Board (ARRB), Department of Transport (DoT) and Sustainability Victoria (SV).	Council is currently awaiting the results of the second condition assessment completed by the Australian Road and Research Board (ARRB). The second condition survey is expected to further determine the viability of expanding the use of crushed recycled glass in other roads as part of the road rehabilitation program.	In Progress
	Work with the Environmental Protection Authority (EPA) and Police to develop and implement compliance initiatives that respond to illegal waste dumping. This includes increased and improved surveillance mechanisms.	Continued work to: ❖ Identify and hold illegal waste dumping offenders responsible through infringements or Magistrates Court prosecutions ❖ Focus on offenders removing their waste to reduce the financial burden on Council having to fund clean-up ❖ Assess surveillance cameras continues to ensure effective placement in the identification of offenders. This includes carrying out assessments on possible new sites based on information from residents and information gathered from proactive patrols and investigations.	In Progress
	Continue to monitor the implementation of Recycling Victoria - A New Economy Policy and in particular the Household Recycling Program (4-Bin System).	Continued waste reform activities per the Victorian Government's Circular Economy Policy, including: ❖ Promotion of opt-in Food Organic and Garden Organics (FOGO) residential kerbside collection system in preparation for a 'Universal' service mandated prior to 2030 ❖ On-going replacement of dark green garbage lids with red lids (providing new, replaced and up/down sized bins as required) ❖ Installation of three Container Deposit Scheme (CDS) Reverse Vending Machines (RVMs) on Council owned sites, with seventeen in total established in Brimbank.	In Progress
	Implement actions from the Brimbank Waste, Recycling and Litter Strategy (2018-2028): • Increase promotion of Food Organics and Garden Organics collection service to increase voluntary uptake to greater than current 59% • Undertake a mid-term review of the Waste, Recycling and Litter Strategy • Continue to work with the hard waste collection service contractor to maximum reuse of goods by residents and achieve minimum 20% recycling diversion of recyclable metals, plastics and mattresses.	❖ Continued promotion of opt-in 'user-pays' Food Organics and Garden Organics (FOGO) collection service to increase uptake. As of December 2023, 43,670 FOGO bins were allocated. ❖ Completed contract specification for re-tendering of Council's recycling processing service. ❖ Completed the contract specification for re-tendering of Council's 'Hard Waste' collection service.	In Progress

Opportunity and Prosperity

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Opportunity and Prosperity – Our Services

- Economic Development
- Learning and Employment Pathways
- Libraries
- Neighbourhood Houses
- Rail Projects
- Strategic Planning
- Sunshine and St Albans Place Management
- Transforming Brimbank









Giving older people access to the digital world

Being ‘digitally literate’ means you understand, can use and are comfortable with digital technology like computers, mobile phones and the internet.

For some older people, the rapid changes in technology have left them behind and new approaches are important in helping them learn essential skills, understand on-line information and stay connected with others.

Staying connected is particularly important for older people as it contributes positively to mental health and wellbeing and maintaining independence.

The Brimbank Seniors Digital Literacy Project engaged with more than 800 older Brimbank community members between October and December 2023.

The program taught older people skills like how to use an iPad and how to avoid being ‘scammed’ on line, as well as more advanced topics such as digital art and artificial intelligence (AI).

The project offered one-on-one and group programs with some sessions delivered in Vietnamese, Tetum and Burmese.

Happily, this project also strengthened social connections among older members of the Brimbank community.



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Council Plan Objective	Action 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Grow and diversify industry, and support existing and new businesses	Implement Year Two actions of the Brimbank Economic Development Strategy 2022-2027, including: • Business communication and networking activities • Industry and Business Development • Establishment of an Economic & Employment Committee	Delivered a range of activities including: ❖ Publication of 11 Business eBulletins ❖ The business development and networking program with three business workshops, two business link meetups, one business breakfast and one women in business event ❖ The 2023/2024 Enjoy Local Activation Program with 21 activations across the suburbs of Keilor, Keilor Park, Albion, Deer Park, Delahey, St Albans, Sunshine West, Sunshine North, St Albans Town Centre and the Sunshine Town Centre ❖ Preparatory work to appoint an independent chair and membership of the Brimbank Economic and Employment Advisory Group.	In Progress
	Continue to promote Brimbank as a business location and facilitate development to deliver investment and economic uplift, including: • A suite of investment information on Council's website • Implementing Council's Investment Facilitation Guidelines • Working with State Government and other key organisations to facilitate investment attraction and investment.	Continued work to promote investment and attraction including: ❖ Visiting seven local businesses regarding business expansion, new investments and export ❖ Reprinting and distributing the Brimbank Investment Prospectus Facilitating investment enquiries ❖ Attending meetings of Economic Development Australia in relation to investment attraction ❖ Developing a new business mentoring program with the Small Business Mentoring Service group for business migrants ❖ Facilitating a Business Migrants Meetup for Vietnamese investors ❖ Providing State Government with Brimbank Investment videos in English and Vietnamese languages.	In Progress
	Implement Year Five actions from the Sunshine Rising Action Plan 2019 - 2024, including: • Delivery of centre management, communications and marketing initiatives • Commencing a review of the Action Plan • Supporting the Sunshine Business Association to prepare a five-year Sunshine Town Centre Marketing and Business Development Plan • Continuing to administer the Sunshine Marketing and Business Development Special Rate and ensuring the appropriate distribution of activities across the Sunshine Town Centre • Continuing to deliver Enjoy Local across the Sunshine Town Centre, including south side of the Town Centre.	Delivered a range of activities including: ❖ Production and distribution of Sunshine Rising Spring newsletters ❖ Administering the Marketing and Business Development Special Rate including assisting the Sunshine Business Association in reviewing their program to ensure it aligns with the five-year marketing and business plan ❖ Delivering Enjoy Local and Sunshine Light Up Program, including Christmas 'deLights' activation, the installation of strip lighting in furniture on the Civic Green and a dragon lighting feature in the Sunshine Library with the commissioning of new art for the Sunshine Library projections on Hampshire Road ❖ Convening the Sunshine Partnership Group ❖ Providing ongoing support and promoting partnerships with the Sunshine Business Association.	In Progress

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Council Plan Objective	Action 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	Implement Year Five actions of the Go St Albans Action Plan 2019 - 2024, including: • Delivery of centre management, communications, marketing and activation initiatives, including Enjoy Local • Commencing a review of the Action Plan • Continuing to administer the St Albans Marketing and Business Development Special Rate (Special Rate) and commencing the reintroduction of a new Special Rate, subject to Council approval.	Delivered a range of activities including: ❖ Production and distribution of the Go St Albans Spring Newsletter ❖ Completing activities associated with the re-introduction of the St Albans Marketing and Business Development Special Rate, including exhibition of the scheme and convening hearing of submissions and submittal of a report to the December Council Meeting where Council decided to re-introduce the Scheme. ❖ Administering the St Albans Marketing and Business Development Special Rate ❖ Delivering the Enjoy Local Activation program ❖ Providing ongoing support and promoting partnerships with the St Albans Business Group Association.	In Progress
	Progress the update of the Brimbank Activity Centre Strategy and continue to deliver programs to facilitate ongoing development of Local Activity Centres (LAC) across Brimbank including the delivery of the: • Local Activation Centre Program • Enjoy Local Program.	Progressed the update of the Activity Centre Strategy including the commencement of an economic and housing analysis and continued delivery of the Local Activation Centre Program including the 'Think Shop Buy Local' campaign.	In Progress
	Continue to support and promote the operation of iHarvest Coworking Sunshine to provide a vibrant and affordable co-working location for start-ups, entrepreneurs, freelancers and business.	Continued to build iHarvest membership and deliver business support including: ❖ iHarvest co-working initiative promotions through business development activities and social media channels ❖ Delivery of two Lunch & Learn sessions and two in-residence one-on-one business mentoring clinics. Current membership totals 101 with 45 members being active during October – December 2023.	In Progress
	Co-ordinate implementation of the Brimbank Industrial Land Strategy (BILS), including: • Progressing an amendment for the inclusion of the Industrial Design Guidelines into the Brimbank Planning Scheme, subject to Council support • An audit of the implementation program to inform a status review.	Officers have prepared a draft amendment to implement the Brimbank Industrial Design Guidelines into the Brimbank Planning Scheme. It will be presented to Council for consideration once Amendment C225brim to introduce the new Planning Policy Framework has been determined by the Minister for Planning. Officers also undertook an audit of the implementation plan in preparation for reporting in quarter three.	In Progress

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Council Plan Objective	Action 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Enhance community opportunities as a result of major developments and infrastructure investment	Continue to monitor and respond to the proposed growth and development of Melbourne Airport, including the proposed third runway development.	Continued action regarding the growth of Melbourne airport and the proposed 3rd runway. This included: ❖ Endorsing a submission to the Federal Government 'Aviation Green Paper' ❖ Drafting a letter for the Mayor to submit to Federal Government regarding an aviation noise insulation program ❖ Attendance at the Melbourne Airport Community Aviation Consultation Group and Planning Coordination Forums.	In Progress
	Continue to work with the Department of Transport and Planning to finalise the design and further develop the Sunshine Station Masterplan.	Continued discussions with stakeholders to progress the Sunshine Station Masterplan (after confirmation from the Federal Government that the Airport Rail Project will proceed). The timing of both projects is being considered.	In Progress
	Continue to promote, partner and advocate for outcomes described in the Sunshine Priority Precinct 2050 Vision.	Continued work through ongoing discussions, advocacy and facilitation including: ❖ Advocacy for the Melbourne Airport Rail (SRL Airport) to proceed. Council understands that State and Federal Governments are currently negotiating an outcome for the route through airport land ❖ Resolving to seek community feedback on a proposal to sell Council land in order to facilitate the construction of the Vietnamese Museum of Australia in the Sunshine CBD ❖ Finalising the Final Draft Vision Plan for Sunshine Energy Park in preparation for it to be presented to a Council Meeting.	In Progress
	Continue to work with the Department of Transport and Planning to develop the Albion Quarter Structure Plan.	Officers continue to work with Department of Transport and Planning on the precinct planning for Albion Quarter, undertaking joint consultation with key landowners on both Albion Quarter and the draft Vision Plan for Sunshine Energy Park.	In Progress
	Finalise the Sunshine Energy Park Vision Plan and begin developing business cases for the first stages.	Reviewed community feedback to inform updates to the Final Draft Sunshine Energy Park Vision Plan. The Final Draft is currently being reviewed by an independent qualified engineering firm in preparation of prior to it being presented to a Council Meeting.	In Progress

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Council Plan Objective	Action 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Promote Brimbank as a destination to build the visitor economy and tourism	Update Council's Experience Brimbank Visitor Strategy to identify priorities, actions and resources for the next five years to promote Brimbank as a destination and promote growth of the visitor economy and tourism.	Conducted a range of visitor-economy related activities including: ❖ Supporting the Western Melbourne Tourism Board (WMTB) initiative 'Namaste Westside Project', which was awarded $190,000 from the State Government's Visitor Servicing Fund ❖ Attending the WMTB annual general meeting and committee meeting ❖ Appointing a new Senior Economic Development Officer – Tourism ❖ Coordinating the recording of interviews for Sunshine, St Albans and Watergardens for inclusion in Metro Train's Story Town Audio Guides ❖ Supporting promotion of the Lunar New Year Events in Brimbank Star Weekly ❖ Meeting with key tourism stakeholders in Brimbank.	In Progress
Facilitate housing diversity, population growth and development through planning and assessment processes	Finalise the preparation of the Neighbourhood Character Study, Residential Development Framework and Housing Strategy to inform future potential changes to the Brimbank Planning Scheme, subject to Council approval.	Progressed work this quarter through a range of activities including: ❖ Presenting the Draft Housing Strategy, Neighbourhood Character Strategy and Residential Design Framework (Draft Strategy) to the October Council Meeting where it was endorsed for an eight-week community consultation ❖ Conducting an extensive community consultation ❖ Assessing submissions and updating the Final Draft Strategy for presentation to a Council Meeting.	In Progress
	Implement Year Five actions of the Brimbank Heritage Strategy 2018-2023, including: • Strategic work to strengthen heritage provisions in the Brimbank Planning Scheme • An audit of the implementation program to inform a status review.	Undertook a range of activities including: ❖ Progressing a draft 'Heritage Gaps Study' ❖ Completing an audit of the actions in the Brimbank Heritage Strategy 2018-2023. This was presented to a Council Briefing in November 2023 ❖ Convening the quarterly meeting of the Heritage Advisory Committee.	In Progress
Support economic and social inclusion	Offer practical workplace experience to young people through a structured Placement Program, including opportunities for entry level employment in Neighbourhood Houses and introductions to local business and employer networks.	This quarter, the Neighbourhood House Unit mapped existing and new student and volunteer placement opportunities across six locations.	In Progress

Opportunity and Prosperity

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Council Plan Objective	Action 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Support community access to education and jobs	As part of the Makers Market project, build the capacity and competence of young people in planning, developing, testing and promoting their entrepreneurial skills and business ideas.	Delivered the Makers Market End of Year event and Makers Showcase at Sydenham Neighbourhood House, attracting 130 participants including: ❖ 23 local 'entrepreneurs-in-the-making' who displayed their designs and art pieces ❖ Three solo performers and three dance groups showcasing their original songs, traditional dances and costumes ❖ Five young people who co-designed and delivered events.	In Progress
	In collaboration with partners, deliver programs and services at Brimbank Learning Futures that support re-engagement with education, training and employment. This includes: • Co-designing responses to improve training, learning and vocational outcomes • Increased connections with local schools • Outreach and pop up programs.	This quarter Brimbank Learning Futures (BLF) delivered the following programs with 40 participants in total: ❖ A six-week accredited hospitality course combining café operations with safe food handling, workplace health and safety and responsible service of alcohol (in partnership with Jesuit Social Services) ❖ A pilot of the LinkedIRL youth professional networking program ❖ A 'white card' micro-credential course ❖ Referred young women seeking careers in construction to 'SheForce'. BLF also provided: ❖ 'Studiosity' - an online platform providing access to tutoring and job readiness skills training ❖ Weekly career counselling sessions with Victoria University and; ❖ Participated in the Pathways in Place network.	In Progress
	Implement Year Three actions in the Local Jobs for Local People Program, including work to: • Strengthen employment networks • Support education and training networks with industry • Promote local procurement.	Delivered a range of activities including: ❖ Promoting Council tenders in four Brimbank Business eBulletins and at the Brimbank Job Link and delivering two tender workshops ❖ Promoting Women into Trades and Electrician pre-apprenticeship programs ❖ Site tours of JBS Foods and Luus Industries for employment providers and representatives from the Department of Employment and Workplace Relations ❖ Co-hosting a networking event at Luus Industries ❖ Presentations to CommUnity Plus, Department of Jobs, Skills, Industry and Regions Youth Junction, Brimbank Learning Futures, Neighbourhood House, Djerriwarrh Community and Education ❖ Promoting and supporting MA Group security training for local long-term unemployed	In Progress

Opportunity and Prosperity

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Council Plan Objective	Action 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
		❖ Promoting a procurement workshop for Indigenous businesses run by Indigenous Business Australia.	
Promote the importance of education and encourage life-long learning across generations	Support the development of new Kindergartens and Early Learning Centres in Brimbank by: • Working with the State Government and local services to deliver on the Building Blocks Partnership Agreement, Kindergarten on School sites program and the Best Start, Best Life Reforms • Improving kindergarten registration to support families and parents to make informed choices about early education.	Delivered by the Department of Education, two new kindergartens will commence operations in 2024 as follows: ❖ North Sunshine modular will provide kindergarten services while the Dempster Park Children's and Community Centre is constructed ❖ St Albans Meadows kindergarten, located at St Albans Meadows Primary School, will provide kindergarten services until 2026 while the Epalock Crescent Kindergarten undergoes redevelopment. Informed by consultation with 701 residents, Council has improved kindergarten registration to support families and parents to make informed choices about early education. Council's Kindergarten Central Registration and Enrolment Guideline captures relevant information about Council's Kindergarten Registration and Enrolment service, the enrolment process and priority of access criteria used to place children at kindergarten. The Guideline and other educational material will be promoted to families registering for kindergarten in 2025.	In Progress
	Support and strengthen families and improve life chances (health and education), through access to affordable, inclusive learning opportunities including: • Early years access to local programs and services • Family learning programs that are creative and engaging • Active engagement of young people to increase participation and positive interactions • Making space for older people to learn and engage with their community.	Supported life-long learning and education through: ❖ 231 early years programs, which attracted 6650 attendees ❖ 379 programs to increase literacy and social connection for families, for 9129 attendees ❖ 83 job readiness and social connection programs, attracting 1624 attendees (a 65% increase on the previous quarter) ❖ Programs to support English language skills, social connection and literacy, attracting 453 members.	In Progress
	Update Council's Lifelong Learning Baseline Measures to monitor outcomes and support advocacy.	Action completed Quarter 1.	✓
	Further implement the Brimbank Library Strategy and Strategic Framework for Library Collections (2020-2025): • Increase library customer self-service options • Continue to build and promote culturally safe collections and services in consultation with local Aboriginal and Torres Strait Islanders	Increased the number of physical items within the library collection related to First Nations peoples. Upgraded the Library Management System to improve online self-registration and access to online resources (this will be launched in March 2024).	In Progress

Opportunity and Prosperity

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Council Plan Objective	Action 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	• Support opportunities for the community to learn and connect with new, emerging and creative technologies to improve employment, skill development and social connection outcomes.	Completed the Maker Space community induction sessions for 50 'super users'.	
Work towards improving digital access and inclusion	Plan and deliver digital literacy programs and services to support digital inclusion for vulnerable groups and individuals, targeting: • older people • women aged 45+ • people with a disability • asylum seekers • people with low English proficiency.	Delivered 92 programs for the Victorian Government-funded Seniors Digital Literacy Project, attended by 804 people. Programs included one-on-one sessions, tailored small group sessions and workshops for larger audiences. The project offered learning and recreational experiences whilst supporting older people to develop vital digital literacy skills, enhancing digital inclusion and strengthening connections within families and communities. Topics included hands-on introductory iPad classes, scams awareness sessions, health and wellbeing, explorations with digital art and workshops on the future of Artificial Intelligence. Some sessions were held in Vietnamese, Tetum and Burmese.	In Progress
	Investigate and deliver a training program for community volunteers to improve digital skills and enhance wellbeing for older adults.	To commence Quarter 3.	In Progress
	Work towards developing a technology innovation space at Deer Park library.	Action completed Quarter 1.	✓
	Continue to facilitate opportunities to increase the accessibility of Council's digital communications and services to a wider audience.	Progressed the redevelopment of Council's website including reviewing and updating content to ensure it meets accessibility requirements. The Disability Advisory Committee continued to inform ongoing improvements to our website including Your Say. Council is finalising the introduction of a multilingual tool to Your Say Brimbank which will pilot the use of technology to translate the website into ten community languages.	In Progress

Leadership and Governance

A high performing organisation that enacts the vision and decision of Council through quality and innovative services

Leadership and Governance – Our Services

- Advocacy and Stakeholder Relationships
- Civic Events
- Community Engagement
- Contact and Service Centres
- Council Business
- Customer and Digital Experience
- Design and Brand
- Digital Communications
- Employee Services
- Enterprise Performance and Service Innovation
- Financial, Management and Systems Accounting
- Information Management, Communications and Technology
- Legal Governance and Integrity
- Media and Communications
- Occupational Health and Safety
- Organisational Development
- Organisational Strategy and Change
- Procurement
- Revenue
- Risk and Compliance

Engaging the voice of community

Council is committed to creating ongoing opportunities for community members to give feedback and ideas to Council as we provide services to meet community needs and priorities.

Council launched Brimbank Community Voice earlier this year after a very positive response from community and the registration of just under 300 people.

Working with Community Voice participants has enabled Council to gather important feedback on a review of Council's overarching Community Engagement Policy; LGBTQIA+ Action Plan and Housing and Neighbourhood Character Strategies.

In November and December 2023, seventy-eight Community Voice members attended workshops to inform the development of the 2024 -2025 Annual Budget and Council Plan Action Plan.





Leadership and Governance

A high performing organisation that enacts the vision and decision of Council through quality and innovative services

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Value community input through deliberative engagement and co-design	Undertake a process of deliberative engagement to inform a full review and update of Brimbank's Community Engagement Policy.	Completed the deliberative engagement process with key stakeholders including the Brimbank Community Voice Panel, Councillors and staff to inform the Draft Policy. The Draft Community Engagement Policy was endorsed for broad community consultation at the December 2023 Council Meeting. Broad community consultation is scheduled for February 2024.	In Progress
	Utilise the newly established Community Panel to help inform community consultation on Council plans, strategies and projects.	Engaged the Community Panel - Brimbank Community Voice - to inform three community consultations: ❖ Draft Annual Action Plan and Budget 2024-2025 ❖ Evaluating community recycling knowledge and the impact of recycling education programs ❖ Waste truck artwork feedback. A variety of engagement methods were applied across projects to enhance the panel member's participation experience. These included surveys, focus groups and in-person & online workshops.	In Progress
	Continue to administer the H.V. McKay Memorial Gardens Strategic Management Group meetings to provide direction for the management and development of the Gardens.	In December 2023, the Strategic Management Group noted a requirement to review the 2017 Strategic Management Plan and Terms of Reference. This aims to ensure: ❖ That Council and community support is commensurate with ongoing management and development of the gardens ❖ Preservation of the garden's heritage ❖ Promotion of the gardens within the community.	In Progress
Support community resilience and continue emergency management planning to be prepared for any future incidents or shocks	Maintain Emergency Management Planning Reform at the Municipal level.	Participated in the following activities in December 2023: ❖ 'Emergency Management Planning – December 2023 Update' presented to Council ❖ Municipal Emergency Management Planning Committee Meeting: o Municipal Emergency Management Plan Review o Self-Assurance Assessment o Summer Preparedness activities ❖ Victorian Fire Risk Register - Bushfire review process with Fire Rescue Victoria.	In Progress

Leadership and Governance

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Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
	Continue to implement recommendations from a review of emergency management and resilience planning completed in 2022.	Completed an analysis of Council's Business Continuity Plans and annual test exercise. Commenced an assessment of the Municipal Emergency Management Plan, in line with recommendations from the review and resilience planning, This work is in partnership with the Municipal Emergency Management Planning Committee.	In Progress
Partner across multiple sectors for equal access and social & environmental justice	Design and deliver a refreshed Advocacy Plan 2023-2025 to guide advocacy initiatives and actions.	Over the past 3 months, successive Mayors continued to engage with and advocate to Members of Parliament; including a roundtable discussion with the Deputy Leader of the State Opposition David Southwick and the State Shadow Treasurer Brad Roswell. Other major advocacy developments included: ❖ Participation in the October MAV State Council Meeting - at this meeting, the MAV endorsed state-wide advocacy for the construction of the Melbourne Airport Rail (MAR) ❖ Australian Government commitment to provide $5b for the construction of the MAR ❖ Opening a new mental health and wellbeing centre in Sunshine ❖ Phase 4 launch of 'More Trees for a Cooler, Greener West' ❖ Announcement of the $10m 'Green Links' grants program to revegetate land to improve biodiversity ❖ Opening the first stage of Sydenham Park to the public ❖ Initiation of a LeadWest initiative to advocate for a better bus network in Melbourne's west ❖ A submission to the Federal Government's Aviation Green Paper. At the Council meeting in December, Council endorsed two brochures outlining Brimbank funding priorities to inform the State and Federal Budget processes for 2024/25.	In Progress
	Review the Social Justice Charter to ensure the principles and framework are still relevant and provide a platform for social equity and inclusion across Council.	At the final Social Justice Coalition Strategic Implementation Group meeting of 2023, group members engaged in a discussion about the future of the Social Justice Charter, including social justice priorities for 2024. A desktop review has commenced and procurement activity is underway to support engagement of a consultant to work alongside Council in delivering this action.	In Progress

Leadership and Governance

A high performing organisation that enacts the vision and decision of Council through quality and innovative services

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
Support the Brimbank community to engage in transparent democratic processes	Partner with the VEC in respect to the transition to single member wards for the 2024 Local Government elections in compliance with the Local Government Act 2020 (the Act).	Submitted a response to the options presented by the electoral representation advisory panel for Brimbank City Council. The panel has completed its review of Council's electoral structure and provided its final report to the Minister for Local Government for approval. Ministerial approval is expected in Quarter 3.	In Progress
Reward a culture of high performance that demonstrates commitment to community	Develop and implement an Organisational Development Framework to attract, develop and retain highly-skilled, capable and engaged people and develop leadership capability.	Completed the Draft Organisational Development Framework for consultation within the organisation. Consultation is scheduled to occur in the next quarter.	In Progress
	Develop an annual workforce action plan to support the implementation of the Strategic Workforce Plan.	Planned to progress actions from the Strategic Workforce Plan through the Organisational Development framework and Organisational Strategy. Work is currently underway to establish workforce planning processes to further support and monitor workforce development activities and work towards consolidation of the annual workforce plan and Organisational Development Framework for 2024/2025.	In Progress
Continue to model a safe, healthy, diverse and equitable organisation	Deliver on actions of the Diversity, Equity and Inclusion Strategic Plan and develop an Action Plan based on a staff survey of inclusivity.	Started work to identify intersectional matters for inclusion in the Diversity, Equity and Inclusion Strategy and to develop an annual action plan. This includes establishment of a Diversity, Equity and Inclusion working group made up of subject matter experts and people with lived experience across the organisation.	In Progress
	Implement current year actions of Council's Occupational Health and Safety (OHS) Strategic Plan.	Progressed implementation of the Year 2 Occupational Health and Safety Strategy. Actions completed include the development of a draft Wellbeing Framework, the trial of overhead cable sensors for work near power/telecommunication cables, and implementation of a staff safety award.	In Progress
Enhance organisational performance management and reporting	Report on the outcomes of the annual Local Government Community Satisfaction Survey (CSS) and the Local Government Performance Reporting Framework (LGPRF).	Council takes part in the annual state-wide Community Satisfaction Survey (CSS) for Local Governments each year. Approximately 600 residents will be surveyed by Metropolis Research. 150 face-to-face surveys will be completed each quarter. Surveys commenced at the end of September 2023 and will conclude at end March 2024. Following this, results of the CSS will be analysed and presented to Council.	In Progress

Leadership and Governance

A high performing organisation that enacts the vision and decision of Council through quality and innovative services

Council Plan Objective	Actions 2023/2024	Second Quarter Activity (October – December 2023)	Action Status
		Council reports annually on the Local Government Performance Reporting Framework (LGPRF). It is a requirement of the Local Government Act 2020, and aims to improve the transparency and accountability of council services and performance. Council's results from 2023 are available on the Know your Council Website - https://www.vic.gov.au/know-your-council.	
	Develop and implement a Compliance Management Framework, including compliance management system designed to allow the monitoring and reporting of key legal and regulatory obligations and controls to the executive team and to Council's Audit and Risk Committee.	Identified a compliance management support system designed to support monitoring and reporting. Procurement of the system will commence in quarter three of this financial year.	In Progress
Continue to manage our assets and finances sustainably and responsibly	Work towards achieving an Asset Sustainability Ratio between 0.95 and 1.05, on average, over time. Achieving this target will ensure that public infrastructure is kept safe, clean, and well maintained for our community to use and enjoy for the long term.	In line with Council's adopted 10 Year Asset Plan, and subject to Council approval for ongoing investment in assets and infrastructure, and increased investment in asset renewal, Council is expected to achieve a sustainable level of investment in asset renewal within the next 12 to 15 years.	In Progress
Embrace technology and innovation to deliver continuous improvement opportunities	Continue investigations into the use of Smart Sensor devices as a way to improve the serviceability and performance of public infrastructure assets. This includes smart litter bins, outdoor air quality monitoring, and Parking Overstay Detection System (PODS).	The project team, in consultation with the Cleansing Department and the Asset Management Steering Committee, are currently preparing to expand the number of smart litter bin sensors by targeting priority areas within the municipality. This project aims to reduce maintenance costs and improve the appearance of public spaces. The smart sensors are planned to be installed at key priority areas by June 2024.	In Progress
	Continue to deliver ICT Strategy work packages including: • Implementing collaboration tools as part of M365 rollout • Commencing the 'corporate systems uplift' in response to the system optimisation review.	Completed the rollout of OneDrive for all staff. The focus of the M365 rollout now turns to Teams and Microsoft Office suite office products, both of which are currently in pilot phase for selected groups. The business case for the corporate systems optimisation initiative, 'Connected Brimbank,' is underway.	In Progress



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12.10	**Contract No. 21/2925 - Provision of HRIS - Extension of Contract**
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Mark Brady
Attachment(s)	1. CONFIDENTIAL - Contract Extension Report - Contract No 21 2925 HRIS Contract Feb [12.10.1 - 9 pages]

Purpose

For Council to consider the extension of Contract 21/2925 – Human Resource Information Systems (Contract), for a two-year period from the initial three-year period.

Officer Recommendation

That Council approves extension of Contract No. 21/2925 - Provision of Human Resource Information Systems, with Frontier (Payroll) and Pulse (HRIS) for a two-year period to 28 February 2026, based on an agreed schedule of rates.

Background

In early 2021 the then CEO provided direction under delegation to Award the three-year HRIS contract to Frontier Software Chris 21 (Payroll) and Pulse Software (Recruitment, Onboarding, Learning and Performance).

Pulse and Chris21 were procured to support Brimbank City Council's delivery of high quality HRIS solutions to support the business capture and utilise data collected in relation to our employees and remunerate them in an accurate and timely manner.

The initial contract was for a three-year period with an option to extend both contracts with each provider for a further two years. Pulse and Chris21 were chosen at the time as they presented the best value of money for rate payers and mitigated risk to Council by reducing the time, resources and costs.

The engagement of Pulse as a new provider and the continued use of Chris 21 as a payroll system has allowed Council to integrate segmented HR systems and processes, both electronic and paper-based, into one system. It has also enhanced integration with other non-HR systems in the business that required accurate and up-to-date employee information.

Chris21 currently integrates with seven business systems providing those systems with 'live' employee information.

This report is presented to Council to consider extending the Frontier Software and Pulse Software Contract for a further two-year period to 28 February 2026.

Matters for Consideration

Analysis

The current Human Resources Information Systems are;

1. Payroll System (Chris21, Frontier Software); and
2. General HRIS system for Recruitment, Onboarding/Off Boarding, Learning and Development and Performance (Pulse, Pulse Software).

The current service providers have provided a satisfactory level of service during the initial term of the Contract. There have been no contractual issues with the current service providers.

Council Officers have determined that Frontier and Pulse continue to have the capacity, experience, skilled and qualified resources to successfully provide the services as required under this Contract.

Refer to Confidential Attachment 1 to this report for further details.

Implementation

Subject to Council approval, the Contract extension will be implemented for an additional two-year period from 1 March 2024 to 28 February 2026.

Community Engagement

Consultation was undertaken with the relevant Council departments to ensure the Contract services align with, and best support, benchmark practices and meet Council's requirements.

Resource And Risk Implications

The funding requirements for the extension period 1 July 2024 to 30 June 2025 have been referred to the 2024/2025 annual budget process for consideration.

Resources required for future financial years will be referred to the Annual Budget process for consideration.

Expenditure for these services is approximately $518,350 for the two-year period (GST inclusive). The extension for a further two years will result in the total expenditure under the contract exceeding the CEO delegation, requiring Council approval.

Community: potential impact on community, including public trust and customer service impact
• No – Internal Services Systems.

Environmental: Impacts on environmental sustainability, including water/waste management, climate change, and contaminated land
• No - Internal information System.

Financial: significant financial impacts
• Yes - Budget expenditure is from Council funding; the Operational budget is subject to Council approval. Refer to Confidential Attachment 1 for financial impacts.

There are no Regulatory or Safety risks identified.

Legislation / Council Plan / Policy Context

This report supports the Council Plan 2021-2025 and the organisational strategic direction and objective of:

- High Performing and Accountable
- Be financially sustainable
- Support innovation and continuous improvement
- Enable digital access
- Consider future needs
- Demonstrate transparency
- Employ a highly skilled and diverse workforce
- Report on performance

This report complies with Council's Procurement Policy and the *Local Government Act 2020* (the Act).

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

12.11	Draft Community Services and Infrastructure Planning Policy
Directorate	Community Wellbeing
Director	Lynley Dumble
Manager	Ashley Fleming
Attachment(s)	1. Draft Community Services and Infrastructure Planning Policy [12.11.1 - 9 pages]

Purpose

For Council to consider endorsing the draft Community Services and Infrastructure Planning Policy (draft Policy) at Attachment 1 for a minimum four-week community consultation.

Officer Recommendation

That Council:

a. Endorses the draft Community Services and Infrastructure Planning Policy, at Attachment 1 to this report, for a minimum four-week community consultation and invites written submissions.

b. Receives a further report detailing any submissions received on the draft Community Services and Infrastructure Planning Policy and presenting a final draft Community Services and Infrastructure Planning Policy for consideration.

Background

Council has two adopted Plans with aligned objectives that guides its approach and investment into community infrastructure, these are the Community Services and Infrastructure Plan (CSIP) and Sports Facility Development Plan.

Council adopted the Community Services and Infrastructure Planning Policy 2018 (CSIP Policy 2018) at the 16 October 2018 Ordinary Council Meeting. The CSIP Policy 2018 set out the framework for the CSIP including the Purpose, Scope, Policy Principles and Specific Requirements related to the CSIP. The guiding principles and commitments within the Policy provided the strategic context and informed the CSIP 2018-2038, which was adopted by Council on 20 November 2018.

The CSIP

- Explains Council's evidence-based approach to community services and infrastructure planning and delivery.
- Describes Council's role in planning, developing and maintaining community infrastructure.
- Provides an overview of existing community infrastructure, and what service facilities will be required, by planning district, over the short, medium and long term.
- Guides decision-making on future community infrastructure projects, funding requirements, advocacy efforts and partnership opportunities.

Matters for Consideration

Analysis

An extensive review of the CSIP Policy 2018 and its guidelines has been undertaken leading to a number of key changes in the draft Policy including:

- An update of the Purpose of the draft Policy including reference to considering Council's Asset Management Principles and aligning with Council's Long Term Financial and Capital Works Plans.

- Changes to the draft Policy scope; Creative, Learning and Development Facilities has been added, this refers to facilities such as Guides and Scout Halls, Men's Sheds, Bicycle Education Centre, Housing of local heritage and historical artefacts, Cultural/ Support facilities, Community Gardens, Makers Spaces and Recording Studios. In additional clear identification of what is not covered by the Policy has been included.

- Enhanced definitions around what is considered Community Infrastructure and Community Services.

- A review and update of the Policy Principles that set the framework for the update of the CSIP 2018. These have been updated to be:

Prioritising Community

Active community engagement and consultation to ensure robust responsiveness of services and to address barriers of access and inequity. The principle embraces a commitment to inclusive decision-making, aiming to cultivate community leadership. It also seeks to revitalise existing infrastructure to reach and connect with marginalised cohorts.

Building Community resilience

Investing in adaptable and safe services and facilities, anticipating and mitigating future challenges through innovative design and service approaches, and ensuring that diverse community needs are met by responsive and flexible facilities and services.

Fostering Social Justice

Providing inclusive opportunities, promoting equality, and ensuring the equitable distribution of resources to address diverse needs of our community. This commitment prioritises an intersectional approach in planning community services and infrastructure to ensure equity, access, and opportunity across gender, disability, diversity, socio-economic status, and demographics. This principle will create affordable, accessible services and infrastructure to allow the community to benefit and thrive.

Striving for Sustainability

Maximising the efficiency by developing community infrastructure, that is integrated and flexible to meet multiple service needs and is financially and environmentally sustainable. Advocating and creating innovative partnerships, dynamic planning where decision making is guided by a solid evidence base and responsive to community need.

Fit for Purpose

Council commits to supporting, advocating and delivering quality services, through well designed and maintained Community Infrastructure. Council will seek opportunities to repurpose, rationalise and expand existing infrastructure to accommodate changing community needs.

The above updated CSIP Policy Principles align with Council's focus on Social Justice and equity for all.

Community Engagement

Following Council's endorsement of the draft Policy for community consultation, the draft Policy will be posted on Council's website for a period of four weeks. The community will have the opportunity to provide feedback and comment on the draft Policy. Following the community consultation period, a report will be provided outlining the feedback received and any changes made to the draft Policy in response to Community feedback.
A final draft Policy will be presented to Council for consideration and adoption in mid 2024.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

Community: potential impact on community, including public trust and customer service impact
• The draft Policy, once adopted will set the framework for the update of the CSIP 2018 which will provide Council with an updated Plan to meet community infrastructure needs.
There are no Environmental, Financial, Regulatory or Safety implications relating to this report.

Legislation/Council Plan/Policy Context

This policy supports and aligns with the Community Vision, Council Plan 2021-2025 through the following objectives:

1. People and Community - A welcoming, safe and supported community - An inclusive place for all
   • Wellbeing and Belonging - Responsive services that support mental and physical wellbeing

2. Places and Spaces - Liveable and connected neighbourhoods that support healthy and sustainable futures - A green place for all
   • Liveable and Connected - Inviting and liveable spaces and facilities, connected so people can get around

3. Opportunity and Prosperity - A future focused, transforming city where all have opportunities to learn and earn - A prosperous place for all
   • Growing and Transforming - Optimise community opportunities through infrastructure innovation and investment.

Aligns and contributes to following Council Strategies and Policies:

- Social Justice - Social Justice Principles relating to Access, Equity and Participation.
- Fairness, Equality and Respect Strategy

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

Draft Community Services and Infrastructure Planning Policy

February 2024

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Acknowledgements

Council respectfully acknowledges and recognises Wurundjeri and Bunurong peoples as the Traditional Custodians of this land and pays respect to their Elders past, present and future. Council acknowledges the legal responsibility to comply with the Charter of Human Rights and Responsibilities Act 2006 and the Equal Opportunity Act 2010. The Charter of Human Rights and Responsibilities Act 2006 is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.

1 POLICY PURPOSE

The purpose of this policy is to provide rationale and justification as to how Council plans, provides and maintains Community Services infrastructure in ways that are both effective and equitable. This Policy will consider Council's Asset Management Principles and align with the Long term Financial Plan and Capital Works Plan.

2 POLICY SCOPE

2.1 This policy covers

The aim of this Policy is to outline Council's guiding principles and commitments that inform the planning and delivery of community services and infrastructure in response to identified and emerging community need both now and in the future.

The policy objectives for community service and infrastructure planning include:

1. Building and supporting an inclusive, healthy, creative, innovative and resilient community.

2. Creating and maintaining a network of community services and facilities that are designed and operated to meet the diverse needs of the communities of Brimbank.

3. Providing Council with a consistent and responsive approach to planning and delivery of community services and facilities.

4. Applying an evidence-based planning approach to understand universal needs and demands as well as addressing specific areas of disadvantage and inequity.

2.2 This policy applies to

The scope of this policy is services and infrastructure owned or managed by Council including:-

- Arts and Culture
- Life Stage Services (Maternal Child Health, Kindergarten, Playgroups, Long Day Care, Youth Services, Planned Activity Groups)
- Community Halls and Facilities
- Library Services
- Neighbourhood Houses
- Learning and Development Facilities (Other niche Community Gathering spaces) EG. Guides and Scout Halls, Men's Sheds, Bicycle Education Centres, Housing of local heritage and historical artefacts, Cultural/ Support facilities, Community Gardens, Makers Spaces, Recording Studio's)

2.3 This policy does not cover

- Non-built infrastructure (open space)
- Park infrastructure
- Leisure Centres, Sports and Recreation Facilities
- Privately Owned and managed Facilities
- Public Art

3 DEFINITIONS

For the purposes of this policy, Council adopts the following definitions:

Term	Definition
Community Infrastructure	Refers to the facilities that accommodate services which: • Support and contribute to meeting the needs and promoting the wellbeing of individuals, families, groups and communities through the life stages; • Are physical assets, services, programs and activities that are Council owned or operated and are accessed by the community for community engagement social interaction, recreation, learning and development.
Community Services	Refers to the activities and programs that address an identified social or health need. Community services support individuals to actively participate in social and economic life and build more inclusive communities

4 STATEMENT OF POLICY PRINCIPLES

Council undertakes a range of roles and functions to support the needs and aspirations of the Brimbank community.

This policy is guided by the following principles which will underpin the planning and delivery of culturally safe, accessible, equitable, inclusive and responsive community services and infrastructure.

4.1 Prioritising Community

Active community engagement and consultation to ensure robust responsiveness of services and to address barriers of access and inequity. The principle embraces a commitment to inclusive decision-making, aiming to cultivate community leadership. It also seeks to revitalise existing infrastructure to reach and connect with marginalised cohorts.

4.2 Building Community resilience

Investing in adaptable and safe services and facilities, anticipating and mitigating future challenges through innovative design and service approaches,

and ensuring that diverse community needs are met by responsive and flexible facilities and services.

4.3 Fostering Social Justice

Providing inclusive opportunities, promoting equality, and ensuring the equitable distribution of resources to address diverse needs of our community. This commitment prioritises an intersectional approach in planning community services and infrastructure to ensure equity, access, and opportunity across gender, disability, diversity, socio-economic status, and demographics. This principle will support affordable, accessible services and infrastructure to allow the community to benefit and thrive.

4.4 Striving for Sustainability

Maximising the efficiency by developing community infrastructure, that is integrated and flexible to meet multiple service needs and is financially and environmentally sustainable. Advocating and creating innovative partnerships, dynamic planning where decision making is guided by a solid evidence base and responsive to community need.

4.5 Fit for Purpose

Council commits to supporting, advocating and delivering quality services, through well designed and maintained Community Infrastructure. Council will seek opportunities to repurpose, rationalise and expand existing infrastructure to accommodate changing community needs.

5 SPECIFIC REQUIREMENTS

This policy will guide the planning and delivery of community services and associated infrastructure through the following staged process:

5.1 - Stage 1 – Social Planning and research

Demographic data and other relevant information are provided to internal service managers to inform business and service planning, and reviews. Data collected supports the analysis of community needs and demand.

5.2 – Stage 2 – Service planning Review

This determines how a service will be delivered in response to identified needs, and what resources and facilities are required to sustain the service. This includes, Demand and Supply analysis, service benchmarking and Financial Planning

5.3 – Stage 3 – Asset Management

Audits of the physical condition of an asset, its remaining economic or useful life, and an assessment of a facility's fit for purpose are conducted to inform Community Services and Infrastructure Planning.

5.5 – Stage 4 – Community Services Infrastructure Planning

A number of assessments will be conducted in relation to Audit of Supply and Provision of Standards to identify where Brimbank's key areas of community need exist and priority infrastructure projects for community services is best

placed.

5.5 – Stage 5 – Project Development

Identified Community Services and Infrastructure Plan recommendations inform the development of detailed business cases which fully scope projects for consideration of funding in the identified priority order.

5.6 – Stage 6 – Project Delivery

Approved business cases proceed through Council's existing capital works planning and delivery processes.

5.7 – Stage 7 – Project Evaluation and Framework Review

Captures learnings from the delivery of projects and incorporate these in the design and delivery of future projects. A review of Council's approach determines if intended benefits have been delivered and highlight opportunities to improve future planning approaches.

6 ROLES AND RESPONSIBILITIES

6.1 Director of Community Wellbeing

Director of Community Wellbeing is responsible for:

- Overseeing the implementation of this Policy and the related Community Services and Infrastructure Plan.
- Approval of any change of priority in rolling capital works program projects related to this Policy and the Community Services and Infrastructure Plan. Officers to provide Director with sound rationale should there be any proposed change.

6.2 Director Infrastructure and City Services

Director Infrastructure and City Services is responsible for:

- Overseeing Councils 10 Year Asset Plan which guides and demonstrates Council's responsible and sustainable management of its public infrastructure assets and to communicate the strategies and funding required to help achieve our Council Plan objectives and Community Vision statement.

7 POLICY OWNERSHIP

Responsible Director: Director of Community Wellbeing

Responsible Officer: Manager Leisure and Community Facilities

Directorate: Community Wellbeing

Unit: Leisure and Community Facilities

8 APPROVAL

Approved by: Council

Date:

9 RELATED POLICIES & LEGISLATION

Council Plan 2021-2025, Community Vision 2040 and Municipal Health and Wellbeing Plan

Brimbank Community Vision 2040

Brimbank Community Services and Infrastructure Plan (forthcoming)

Brimbank Sports Facility Development Plan 2023

Brimbank Community Facilities Capital Development Major Policy 2016

Brimbank Community Facilities and Reserves Allocation Policy 2014

Brimbank Community Facilities Hire and Leases Agreement Policy (2016)

Brimbank Social Justice Charter 2018

Brimbank Neighbourhood Houses and Community Centres Strategy and Action Plan 2019-2024

Brimbank Public Art Policy and Plan 2018-2023

Brimbank Disability Action Plan 2022-2026

Brimbank Children's Strategy 2020 – 2024

Brimbank Youth Strategy 2020 – 2024

Brimbank Age Friendly City Plan 2018 – 2022

Brimbank Reconciliation Action Plan (2024-2026)

Aboriginal Cultural Heritage Strategy 2018-2023

Brimbank Library Strategy (2020 – 2025)

Brimbank Lifelong Learning Strategy 2024-2029

Brimbank LGBTQIA Action Plan 2023-2027

Fairness, Equality and Respect Strategy: Brimbank Strategy for Gender Equality, Respectful Relationships and Prevention of Family Violence 2019-2023

Safe and Inclusive Brimbank 2020 - 2024

Brimbank Environmentally Sustainable Design Framework (2017)

Brimbank Climate Emergency Plan 2020-2025

Brimbank Heritage Strategy 2018 – 2023

Brimbank 10 Year Asset Plan (2022-2032)

Brimbank Long Term Financial Plan

Municipal Development Contributions Plan

Victorian Local Government Act (1989)

Victorian Planning & Environment Act (1987)

Disability Discrimination Act 1992

Plan Melbourne 2017 - 2050

Gender Equality Act 2020

National Competition Policy

INTERNAL USE ONLY

Version	Version notes	Adopted	Review
1			
2			
3			

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12.12	Contract No. 21/3049PA – 2306/0843 Library Collections Furniture Equipment and Associated Requirements
Directorate	Community Wellbeing
Director	Lynley Dumble
Manager	Rose Bruhn
Attachment(s)	1. CONFIDENTIAL - Contract Extension Report (213049PA 23060843) [12.13.1 - 4 pages]

Purpose

For Council to consider the extension of a schedule of rates contract with Procurement Australia, Contract No. 21/3049PA – 2306/0843 Library Collections Furniture Equipment and Associated Requirements.

Officer Recommendation

That Council authorises the final year (year four) of Contract 21/3049PA – 2306/0843 Library Collections, Furniture, Equipment, and Associated Requirements, from 1 July 2024 to 30 June 2025, based on an agreed structure of rates.

Background

At the Ordinary Council Meeting on 18 May 2021, Council awarded Procurement Australia Contract 2306/0843 (Contract) as an up-to-four-year schedule of rates contract for the supply and delivery of library collections, furniture, equipment and associated requirements. The Contract committed Council for an initial two-year period, from July 2021 to June 2023, with the option to extend for a further two, one-year periods at Council discretion. The initial two-year contact ended 30 June 2023, with the first of the one year optional extensions endorsed by Council on 21 March 2023 for the 2023/24 financial year.

The Contract is a panel contract administered by Procurement Australia. It provides a panel of 57 specialist library suppliers who have the expertise and capability to provide library books and other materials and maintain quality services. Brimbank is one of 52 local governments that entered the Procurement Australia tender contract.

The Contract is used primarily for the purchase of library books and other library collections; however, specialist suppliers provide various library goods and services, including the supply and delivery of furniture, equipment and other associated requirements.

Expenditure under this contract forms part of the capital works program and operating budget that is considered by Council as part of its annual budget process.

Matters for Consideration

Analysis

The Contract provides a panel of 57 specialist library suppliers who have the expertise and capability to provide library books and other materials, maintain quality services, and adapt to changes in service requirements throughout the period of the Contract.

The schedule of rates within this Contract, were market tested as part of the original tender process.

The suppliers contracted to Procurement Australia to provide the services under the Contract have extensive knowledge of Council's library requirements. They have carried out the service to a high standard during the contract period, providing best value for services and resources.

Random audits have been conducted to ensure compliance with contractual responsibilities. There have been no contractual issues with the current provider.

Based on this, and the information contained at Confidential Attachment 1, it is recommended that Council extends the Contract, for the second optional one-year period from July1 2024 to 30 June 2025, at the agreed schedule of rates.

Implementation

Subject to Council approval, the Contract extension will be implemented for an additional one-year period from 1 July 2024 to 30 June 2025.

Community Engagement

Consultation in relation to the Contract was undertaken with relevant Council officers to ensure library collections and associated requirements meet community needs and expectations.

Resource And Risk Implications

The resources required for this Contract have been referred to the annual budget process for consideration. Refer to Confidential Attachment 1 for financial details.

Community: potential impact on community, including public trust and customer service impact
• Yes - There is a possibility for reputational damage should Council Libraries not have the full range of suppliers and resources that Procurement Australia provides, which would have an impact on the Brimbank community's lifelong learning opportunities.

Environmental: impacts on environmental sustainability, including water/waste management, climate change, and contaminated land
• Yes - Library collections are a shared community resource that reduce the need for individuals to purchase and dispose of newspapers, books and magazines etc. therefore reducing waste.

Financial: significant financial impacts
• Yes - Budget expenditure is from Council funding subject to Council approval. Refer to Confidential Attachment 1 for financial impacts. Council procuring the requirements individually of the Procurement Australia contract would be more expensive and not in line with best practice.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• None

Safety: health, safety or duty of care impacts
• None

Legislation / Council Plan / Policy Context

This report supports the Council Plan 2021-2025 strategic direction and objective of:

2. Places and Spaces - Liveable and connected neighbourhoods that support healthy and sustainable futures - A green place for all
• Liveable and Connected - Inviting and liveable spaces and facilities, connected so people can get around

3. Opportunity and Prosperity - A future focused, transforming city where all have opportunities to learn and earn - A prosperous place for all
• Earning and Learning - Everyone has access to education, training and lifelong learning to support their aspirations

4. Leadership and Governance - A high-performing organisation that enacts the vision and decisions of Council through the delivery of quality and innovative services - A fairer place for all
• High Performing and Accountable - Our workforce strive to enhance services and liveability for the Brimbank community.

This report complies with the Procurement Policy and the *Local Government Act 1989* (the Act).

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.

13 Notices Of Motion

13.1 Political Party Membership Registration

Notice of Motion 1/24 – Cr Tachos

Motion

That Council create a Political Party Membership Register that:

a. Details the current and previous political party membership details of all current Councillors, as specified by each Councillor;

b. Where a Councillor has no political party affiliations they be recorded on the Register as Independent;

c. Is updated quarterly; and

d. Is made publicly available on Council's website.

13.2 Improving Openness And Transparency

Notice of Motion 2/24 – Cr Tachos

Motion

That Council amends the Councillor Code of Conduct to include the following clause in relation to Binding Caucus Votes:

a. A binding caucus vote is a process whereby a group of Councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the Council, irrespective of the personal views of individual members of the group on the merits of the matter before the Council.

b. Nevertheless, Councillors are not prohibited from discussing a matter before the Council prior to considering the matter in question at a Council meeting, or from voluntarily holding a shared view with other Councillors on the merits of a matter.

c. However Councillors must not participate in binding caucus votes in relation to matters to be considered at a Council meeting.

13.3 Taylors Road Upgrade

Notice of Motion 3/24 – Cr Kerr

Motion

That Council writes to the Hon. Melissa Horne MP Minister for Roads and Road Safety (the Minister) to declare Taylors Road between Kings Road and Westwood Drive as a state-managed arterial road and provide additional lanes and supporting active transport infrastructure to match demand.

13.4 BAWC Fees

Notice of Motion 4/24 – Cr Kerr

Motion

That Council receives a report providing advice on fee discounts for Brimbank residents to attend Brimbank Aquatic and Wellness Centre and Sunshine Leisure Centre.

13.5 Ceasefire In Gaza

Notice of Motion 5/24 – Cr Tachos

Motion

That Council:

a. Acknowledges the horrific impact of the present conflict in Israel and Gaza on the Brimbank community, noting in particular the acuteness of this impact on those with personal, familial, cultural and religious ties to the region.

b. Stands in solidarity with all those impacted by the conflict while raising its collective voice for a lasting peace.

c. Expresses its profound sorrow and mourning at the harrowing and horrific loss of every civilian life while sharing its condolences with families and communities affected.

d. Joins the Australian Government and international community in:
   i. calling for an immediate humanitarian ceasefire;

   ii. demanding the immediate and unconditional release of all innocent civilian hostages; and,

   iii. emphasising that Palestinian and Israeli civilian populations must be protected in accordance with international humanitarian law.

e. Affirms its commitment to welcome and support those displaced by the conflict who may arrive in our City in line with our proud and lengthy history as a new home for victims of conflict, displacement and persecution.

and,

f. Condemns racism Islamophobia and anti-Semitism, and in all its ugly forms, including those who seek to ferment hatred, division and conflict in our proudly diverse, multicultural and open society.

13.6 Funding For Automated External Defibrillators

Notice of Motion 6/24 – Cr O'Reilly

Motion

That Council write to the Premier of Victoria Hon Jacinta Allan MP requesting the State Government fund provision of defibrillators at Community-managed not for profit Neighbourhood Houses and Community Centres.

14 Notices Of Rescission

Nil.

15 Urgent Business

16 Confidential Business

16.1 Confidential Report

17 Meeting Closure